

# Job Overview

## Trainer Assessor (Full Time)

An impact-focused peak body organisation, Volunteering Qld works to encourage, recognise, promote and advocate for voluntary participation to benefit the individual and the community. Through our volunteer linking service, we connect individuals with a diverse range of volunteering opportunities. Our innovative projects and cross-sectoral collaborations focus on volunteering as a worthwhile investment in the social and economic sustainability of our society. Through research, education and training services, we dedicate our efforts in building the capacity and sustainability of community organisations, and the skills of individuals in the nonprofit and volunteering sector.

### An opportunity to join our highly skilled and experienced educators

The **Trainer Assessor** will be a key part of the team in the *Training Unit* environment, which is responsible for the development, delivery and assessment of non-accredited and accredited courses for a range of clients in the non profit sector. The role's key responsibilities include:

- Delivery of RTO training products, including Certificate IV in Volunteer Program Coordination (CHC42708)
- Assessment of learners course work and support of learners during their study
- Delivery of a range of non-accredited training courses and presentations
- Contribute towards development and improvement of training and assessment strategies

### To be successful in this role, it is essential that you have:

- Demonstrated understanding of the Australian Quality Training Framework and Accredited Training practices in Australia.
- Demonstrated understanding of the Australian community sector and implication of delivery of training and assessment services.
- Demonstrated knowledge of Volunteer Management Practices and Standards Working in not for profit organisations
- a Certificate IV in Training & Assessment (TAA40104)
- Current motor vehicle driver's licence: Driving, often in country areas, will be required. Organisational vehicle available.

### Remuneration

SACS Modern Award Level 6.3

### Expressions of Interest

Please submit your application to [education@volunteeringqld.org.au](mailto:education@volunteeringqld.org.au) or Volunteering Qld, GPO Box 623, Brisbane Qld 4001.

If you have any questions please contact our Education team on (07) 3002 7600.

### Closing Date

7 September 2010