

**TAFE Western Lithgow College**  
**Certificate IV in Outdoor Recreation**  
**(incorporating a Certificate III in Outdoor Recreation)**  
**Study While You Work!!!!!!**



**Frequently Asked Questions**

**1. What type of person would be interested in this study program?**

People who:

- are preferably aged 18 or over (due to an expressed need by industry to employ people into leadership roles .
- love outdoor activities and outdoor living.
- have drive and commitment to grow personally.
- are dependable and work well in teams.
- have a strong desire to develop themselves, others and their community.
- believe passionately in the beauty of nature and importance of protecting it.
- are adventurous and fun-loving.
- are seeking careers in Outdoor Recreation.
- are interested in changing careers.
- are updating and enhancing their existing qualifications, skills and experience to further their career in Outdoor Recreation.
- are aged 18 or over (industry driven preference).

Lack of any of the above cannot preclude suitable applicants from successfully gaining entry to this program and ultimately a career in the outdoors.

**2. Where does this course lead?**

Students who complete this course are highly employable. The current completion rate for this program is 92%. The national completion rate for a Certificate IV in Outdoor Recreation is less than 10%.

There are several areas that graduates enter, based on skills, experience, associated qualifications and interest:

- Adventure Tourism
- Adventure Guiding
- Outdoor Education and Leadership
- Outdoor Recreation
- Corporate Outdoor Training

**3. How long is this course?**

This is an 18 month course. The course is designed to be delivered in an 18 month time frame from October 2010 - March 2012.

Suitably experienced and qualified students will be able to complete the program in a shorter period of time (12-15 months).

There is the option for students to exit the course after nine months with a Certificate III in Outdoor Recreation.

The program is designed to allow you sufficient time to:

- Undertake compulsory work experience (and paid work opportunities) in industry in designated Work Blocks throughout the program (see Study Calendar).
- Undertake Skills Enhancement Trips designed to ensure competent attainment of the required technical skills to a Certificate IV standard.
- Achieve competence to Certificate IV standard to lead and teach competence in the activity specialisations in an unsupervised and potentially remote context.

Study Blocks have been concentrated in the periods of time that are traditionally 'quieter' times for the outdoor profession (June – September) although some classes and trips are held at other times throughout the year.

#### 4. Where is the course run?

Via assignments and work-based projects and/or recognition (see "Can I apply for recognition of prior learning and/or current competency").

#### 5. How much does the course cost?

Tuition Fees (based on 2010 TAFE NSW fees):

TAFE NSW Tuition Fees Cert III	\$686.00/year
TAFE NSW Tuition Fees Cert IV	\$934.00/year
TAFE NSW Tuition Fees (Industry Trainee)	\$414.00/year/course
TAFE NSW International Student Fee	\$11,300.00/course
Government Benefit Recipients	\$51.00/course

#### Additional Costs

Course Materials Fee	\$250.00/semester
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#### **Necessary costs:**

Item	Estimated Cost
Various topographical maps	\$100.00
Accommodation costs	\$100.00
Travel expenses	Variable (dependent on venue and availability of TAFE bus)
Personal clothing and equipment	Variable (dependent on suitability of clothing and equipment a student already has)

#### **Optional costs:**

Item	Cost
Wilderness First Aid	4 day: \$560.00 7 day: \$910.00
Swiftwater Rescue Operator	\$450.00
Abseil/Climb (if abseil/climb elective is selected)	\$214.00 (\$51.00 for government benefit recipients)
Australian Canoeing - Flat Water Instructor	\$132.00

## **Explanation of costs:**

### Travel

Training will occur in various remote locations. It is the responsibility of the student to get themselves to and from these locations throughout the year. Where ever possible, a TAFE bus will be provided to assist with transport.

### Accommodation

There are a few occasions during the year where camping fees at caravan parks (or bunk style cabins) will need to be paid for. These costs are not included in the course costs. Past costs have been \$8-\$11 per person per night as an example.

### Personal clothing and equipment

Students are expected to provide the minimum personal clothing and equipment requirements expected of an entry level professional in the Outdoor Recreation industry.

### Wilderness Advanced First Aid (4 day or 7 day)

The 4 day course (Wilderness First Aid) is recognised in Australia as the starting point for serious recreational adventurers or those starting out in the Outdoor Recreation profession.

The 7 day course (Leaders Wilderness Advanced First Aid) is seen in Australia as the preferred first aid standard for outdoor professionals guiding extended programs in remote or wilderness areas.

Students chose to complete either of the above courses and count the respective first aid units towards the Certificate IV in Outdoor Recreation.

A percentage of course fee subsidy is available for these courses.

### Swiftwater Rescue Operator

Students can elect to complete a 4 day Swiftwater Rescue Operator course designed to teach river crossing techniques and white-water rescues and recoveries. On successful completion students can count the respective units of competency towards the Certificate IV in Outdoor Recreation.

### Abseiling and Climbing

These units are electives offered and require students to be competent in guiding and instructing single pitch abseiling on natural surfaces. Suitably experienced students may also elect to undertake units of competence in guiding and instructing single pitch climbing on natural surfaces. Successful completion of these units can be counted towards the Certificate IV in Outdoor Recreation.

### Flat Water Instructor

Successful completion of the Instruct Canoeing – Flat Water units for Certificate IV in Outdoor Recreation offers you the opportunity to be assessed as a Flat Water Instructor with Australian Canoeing. This is an elective option.

## **6. What is the closing date for applications?**

October 2010 intake: Friday 3rd September 2010

January 2011 intake: Friday 10<sup>th</sup> December 2010 (depending on availability for suitably qualified applicants only)

Late applications **may be** considered from suitably qualified and experienced applicants depending on availability of places.

## **7. When does the course start?**

October 2010 intake: Tuesday 5<sup>th</sup> October 2010

January 2011 intake: Thursday 27<sup>th</sup> January 2011 (depending on availability for suitably qualified applicants only)

## **8. I am not a resident of Australia . . . can I do this course?**

Yes. For a Certificate IV in Outdoor Recreation qualification the visa you require is a Vocational Education and Training Temporary Visa (Subclass 572).

You can gain further information on study visas from the Australian Government's Department of Immigration and Citizenship website:

<http://www.immi.gov.au/students/index.htm>

Further information can also be found under the Vocational Education and Training section of the same website:

<http://www.immi.gov.au/students/students/chooser/572.htm>

It is also useful to review international student information on the TAFE website [www.tafensw.edu.au](http://www.tafensw.edu.au) and follow the links to International Students.

It is your responsibility to secure the relevant student visa to allow you to enrol in this program. We will assist you to complete this process.

## **9. What are the pre-requisites for the course?**

- Higher School Certificate (or equivalent).
- Some practical units have outdoor competence pre-requisite requirements equivalent to a Certificate III in Outdoor Recreation or equivalent community-based activity skill qualifications.
- Some theoretical units have pre-requisites requirements equivalent to Certificate III in Outdoor Recreation.

Due to the length of the program, provision has been for suitably experienced applicants who do not hold formal qualifications to enter and successfully complete the course in the required timeframe.

## **10. Can I work and study at the same time?**

Yes. The course is structured in a way that allows suitably experienced people the opportunity to undertake a Certificate IV in Outdoor Recreation while working in the industry with an employer of the student's choice. The student is responsible for maintaining/securing his/her paid work opportunities throughout the study year.

## **11. What is a traineeship and how does it work?**

As a registered training organisation we can offer traineeships for the Certificate III in Outdoor Recreation and the Certificate IV in Outdoor Recreation.

A traineeship is a great way to gain experience and qualifications in Outdoor Recreation/Outdoor Education and you get paid while you study which has to be a bonus. It is the student's responsibility to secure a traineeship in industry.

Traineeships are covered by formal agreements known as either 'Training Agreements' or 'Contracts of Training'. These agreements set out the training and supervision an employer must provide for the trainee as well as the employee's obligations as a trainee.

Traditionally traineeships last for one to two years, however now they are 'competency based'. It may be possible for a trainee to complete their training sooner if they have reached the skill level required.

The training for traineeships has been designed by industry for industry, delivered on-the-job, off-the-job, or a combination of both. Most employers are supportive of traineeships because your training can be integrated into your learning on the job. If you are interested in a traineeship, you would need to find an employer who was willing to take you on as a trainee.

To obtain a traineeship, you must find an appropriate employment opportunity. This can be done in a number of ways, for example by:

- Checking job advertisements in local/regional/daily newspapers.
- Self canvassing i.e. check the local yellow pages and contact employers/send a C/V to them and follow up by phone or in person.
- Contacting a job network provider or a local Australian Apprenticeships Centre.
- You can get information and assistance about traineeship training by telephoning an State Training Centre of the Department of Education and Training - phone 132811.
- Please note that all traineeships require study involving a nationally recognised qualification either at TAFE or at a non-TAFE training provider.
- For more information on traineeships contact NSW Apprenticeships and Traineeships (<http://apprenticeship.det.nsw.edu.au>).

We work closely with The Outdoor Education Group (OEG) and offer our program at TAFE to complement and support their trainees/staff. To find out more about OEG and traineeship opportunities, go to <http://www.oeg.net.au> or contact Rob Cummins, Head of Staff at OEG on [cumminsr@oeg.nsw.edu.au](mailto:cumminsr@oeg.nsw.edu.au).

## 12. Can I apply for recognition of prior learning?

Yes. When you enrol in a TAFE NSW course, the skills, knowledge and experience you have gained from your previous learning, work experience and life in general may be taken into account? This is called **recognition**. There is no limit on the amount of recognition that may be granted in a TAFE NSW qualification.

Recognition is based on these principles:

- All students in TAFE NSW are entitled to apply for the appropriate recognition service(s) for the course in which they are enrolled.
- Students should not have to repeat learning which they can demonstrate that they have achieved.
- The purpose of recognition is to encourage participation in education and training.

Recognition for a unit of competency or module means that you will be credited with advanced standing and an exemption from studying that unit/module as part of the course curriculum.

Think about your skills and knowledge. You can apply for recognition towards your TAFE NSW qualification if:

- you have completed previous study at TAFE NSW
- you have completed other study in Australia
- you have skills and qualifications gained overseas
- you have relevant work and life experience.

Recognition for previous study at TAFE NSW

You can get credit for a TAFE NSW unit/module you have already completed in another TAFE NSW qualification, provided that the unit/module has the same or similar content and outcomes.

Recognition for other study in Australia

TAFE NSW recognises that certain courses from other education and training providers are equivalent to its own qualifications, or units/modules within its courses. Universities, NSW schools, Adult and Community Education (ACE) colleges and some private education and training providers have credit transfer arrangements with TAFE NSW.

For a detailed overview of recognition go to: [www.tafensw.edu.au/applyenrol/recognition/](http://www.tafensw.edu.au/applyenrol/recognition/)

**13. What will I be studying?**

The course is designed in clusters which include:

Unit Code	Unit Title
<b>Core and Stream Clusters/Units</b>	
<b>Cluster 1</b>	<b>Sport and Recreation Industry Knowledge</b>
SRXINU002A	Apply sport and recreation law
SRXINU003A	Analyse participation patterns in specific markets of the leisure and recreation industry
<b>Cluster 2</b>	<b>Work Skills</b>
BSBCM301A	Exercise initiative in an business environment
BSBCM302A	Organise personal work priorities and development
BSBFLM303A	Contribute to effective workplace relationships
BSBCM402A	Develop work priorities
ICAITUO06C	Operate computing packages
SRXOGN001A	Conduct projects
<b>Cluster 3</b>	<b>Client Services</b>
SRXGCS001A	Create client relationships
SRXGXS002A	Deal with client feedback
SRXCGSO04A	Meet client needs and expectations
SRXGCSO06A	Address client needs
SRXGCST03A	Process client complaints

<b>Unit Code</b>	<b>Unit Title</b>
SRXGCST05A	Coordinate client service activities
<b>Cluster 4</b>	<b>Industry Safety and Risk Management</b>
SRXRIK001A	Undertake risk analysis of activities
SROODR006A	Manage risk in an outdoor activity
SRXINU004A	Promote compliance with laws and legal principles
SRXOHS001B	Follow defined OH&S policy and procedures
SRXOHS002B	Implement and monitor the organisation's OH&S procedures and processes
<b>Cluster 5</b>	<b>Planning and Logistics</b>
SROODR001A	Apply basic outdoor recreation logistics
SROODR002A	Plan outdoor recreation activities
SROODR003A	Plan outdoor recreation activities (advanced)
SROODR007A	Develop and coordinate programs incorporating outdoor activities
SRXRES003B	Contribute to the planning, monitoring and control of resources
<b>Cluster 6</b>	<b>Leadership and Instruction</b>
SRXGRO001A	Facilitate a group
SRXGRO003A	Provide leadership to groups
SRXODR005A	Guide outdoor recreation sessions
SRXGRO001A	Facilitate a group
SRXGRO002A	Deal with conflict
<b>Cluster 7</b>	<b>Emergency Response</b>
SROOPS005B	Apply search and rescue skills
SRXEMR001A	Respond to emergency situations
SRXEMR002A	Coordinate emergency response
SRXFAD001A	Provide first aid
SRXFAD002A	Provide advanced first aid response
SRXFAD005A	Manage casualty in a remote and/or isolated area
SROWWR002B	Apply self rescue skills in white water
SROWWR001B	Perform white-water rescues and recoveries
<b>Cluster 8</b>	<b>Core Environmental Skills</b>
SROOPS001B	Implement minimal environmental impact
SROOPS002B	Plan for minimal environmental impact
SROOPS003B	Apply weather information

#### 14. What activity specialisations are offered?

Bushwalking  
 Flat Water Canoeing  
 Adventure Based Learning  
 Low Ropes  
 Abseil/Climb (elective option)

<b>Activity Specialisation Clusters/Units</b>	
<b>Guide Bushwalking – Difficult and Trackless</b>	
PUAOPE002A	Operate communications systems and equipment
SROBVG001A	Demonstrate bushwalking skills in tracked or easy untracked areas
SROBVG002A	Demonstrate bushwalking skills in difficult or trackless areas
SROBVG003A	Demonstrate bushwalking skills in unmodified landscapes
SROBVG004A	Demonstrate river crossing skills
SROBVG008A	Guide bushwalks in tracked or easy untracked areas
SROBVG009A	Guide bushwalks in difficult and trackless areas
SRONAV002B	Navigate in difficult or trackless areas
SRONAV003B	Navigate in unmodified landscapes in extreme environmental conditions
SROODR002A	Plan outdoor recreation activities
SROODR005A	Guide outdoor recreation sessions
SROOPS002B	Plan for minimal environmental impact
SROOPS004B	Interpret weather conditions in the field
SROOPS006B	Use and maintain a temporary or overnight site
<b>Guide and Instruct Canoeing – Flat Water</b>	
SROCNE001A	Demonstrate simple canoeing skills
SROCNE002A	Demonstrate simple canoeing skills to a high standard
SROCNE003A	Perform deep water rescues
SROCNE007A	Instruct canoeing skills on flat and undemanding water
SROCNE006A	Guide canoeing trips on flat and undemanding water
SROODR002A	Plan outdoor recreation activities
SROOPS002B	Plan for minimal environmental impact
TAADEL301A	Provide training through instruction and demonstration of work skills
<b>Guide and Instruct Single Pitch Abseiling – Natural Surfaces</b>	
SROABN001A	Demonstrate simple abseiling skills on natural surfaces
SROABN003A	Apply single pitch abseiling skills on natural surfaces
SROABN004A	Establish ropes for single pitch abseiling on natural surfaces
SROABN007A	Guide abseiling on natural surfaces (single pitch)
SROABN008A	Instruct abseiling on natural surfaces (single pitch)
SROODR002A	Plan outdoor recreation activities

SROOPS002B	Plan for minimal environmental impact
SROVTR001A	Perform vertical rescues
TAADEL301A	Provide training through instruction and demonstration of work skills
<b>Guide and Instruct Restricted Climbing – Natural Surfaces</b>	
SROCLI001A	Demonstrate simple climbing skills on natural surfaces
SROCLI002A	Apply climbing skills on natural surfaces
SROCLI003A	Establish belays for climbing on natural surfaces
SROCLI007A	Guide climbing on natural surfaces (restricted)
SROCLI009A	Instruct climbing on natural surfaces (restricted)
SROODR001A	Apply basic outdoor recreation logistics
SROODR002A	Plan outdoor recreation activities
SROOPS001B	Implement minimal environmental practices
SROOPS002B	Plan for minimal environmental impact
SROVTR001A	Perform vertical rescues
TAADEL301A	Provide training through instruction and demonstration of work skills
<b>Adventure Based Learning and Low Ropes</b>	
SROABL001B	Take an assistant leadership role in the facilitation of adventure-based learning activities
SROABL002A	Facilitate adventure based learning activities
SROCRP001A	Conduct a low ropes session

**For further information regarding any aspect of the Certificate IV in Outdoor Recreation contact:**

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