

## Certificate IV in Tourism (Guiding) SIT40107

Price AU: \$2400.00 |



### Certificate IV in Tourism (Guiding) SIT40107

You receive workbooks for each of the units within this qualification to study at a time convenient to you. Your trainer will be available for clarity and support throughout your learning to provide encouragement and to ensure your understanding. Workshops will roll out throughout the year to cover the practical aspects of the course and provide opportunities for assessment activities.

This qualification provides the skills and knowledge for an individual to be competent in a range of well-developed guiding skills.

The qualification reflects the role of skilled operators who apply a broad range of competencies in a varied work context, using some discretion and judgement and relevant theoretical knowledge. They may provide technical advice and support to a team.

#### Job roles

This qualification provides the skills and knowledge for an individual to be competent in a broad range of highly developed technical guiding skills or specialisation in a limited range of skills and knowledge. The qualification reflects the role of individuals who use well-developed skills and a broad knowledge base in a wide variety of contexts. They apply solutions to a defined range of unpredictable problems, and analyse and evaluate information from a variety of sources.

They may provide leadership and guidance to others with some limited responsibility for the output of others.

Possible job titles include:

- local guide, tour guide and senior tour guide
- tour manager or tour director interpretive guide and senior interpretive guide
- remote area guide
- cultural guide and senior cultural guide

#### QUALIFICATION INFORMATION

Upon successful completion of the Certificate IV in Tourism (Guiding) SIT40107 you will achieve a nationally accredited and recognised qualification recognizing the skills and knowledge you have obtained.

### Units to be completed and learning outcomes:

To achieve this qualification you need to complete 14 units:

- 11 core units
- 7 elective units:

Core Units		
Code	Module/Unit of Competency	Nominal Hours
SITXCOM001A	Work with colleagues and customers	25
SITXCOM002A	Work in a socially diverse environment	20
SITXOHS001A	Follow health, safety and security procedures	10
SITXOHS003A	Identify hazards, and assess and control safety risks	30
SITTIND001A	Develop and update tourism industry knowledge	25
SITTGDE001A	Work as a guide	90
SITTGDE006A	Prepare and present tour commentaries or activities	70
SITTGDE007A	Develop and maintain the general and regional knowledge required by guides	100
SITTGDE004A	Lead tour groups	30
SITTGDE003A	Coordinate and operate a tour	70
HLTFA301B	Apply first aid	18
Total nominal hours		<b>488</b>

Arrangements are in place for you to complete the HLTFA301B Apply First Aid with a paramedic training company, the Statement of Attainment received will grant a credit transfer into this qualification.

Elective Units		
Code	Module/Unit of Competency	Nominal Hours
SITTGDE002A	Provide arrival and departure assistance	20
SITXCOM003A	Deal with conflict situations	20
SITTGDE012A	Prepare specialised interpretive content on cultural and heritage environments	80
SITTGDE008A	Research and share general information on Australian Indigenous cultures	100
SITTGDE010A	Prepare specialised interpretive content on flora, fauna and landscape	80
SITTPPD005A	Plan and develop interpretive activities	60
SITXHRM001A	Coach others in job skills	20
Total nominal hours		<b>380</b>
Total nominal hours for the qualification		<b>868</b>

Please note nominal hours vary greatly depending on the individual, knowledge and experience.

## ENROLMENT INFORMATION

This course is delivered via correspondence, therefore there are no fixed enrolment dates, and you enrol and commence your course at a time suitable for you.

One-day workshops will roll out over the year in 2010 to offer the practical aspects of the course and allow assessment participation. We suggest you attend at least one workshop; however, arrangements will be made with you if this is not possible. Discuss with your trainer.

Once enrolled you have 6 months to complete your qualification. We envisage it will take much shorter to achieve your qualification; you are in control of when and how you complete this.

Total nominal hours: **868 hours**

### Course Cost:

The full cost of this course is \$2400.

You can reduce this cost if you have credit transfers for any of the competencies that make up this qualification!

### ASSESSMENT PATHWAYS including Recognition of Prior Learning

Assessments require students to apply their knowledge and skills within a fictional or actual work environment. A fictional work environment is provided during our regular workshops to assist with completing some of the assessments to determine underpinning knowledge and skill.

Types of assessment tasks take the form of:

- Presentations
- Guided walks
- Questionnaires
- Case Study tasks
- Portfolio's

Assessment activities are conducted during workshops, arrangements are made for those that cannot attend workshops, discuss with your trainer. Assessment activities by correspondence are mailed into **Industry Accreditation** for assessment

### Recognition of Prior Learning or current competency (RPL)

If you feel you already have competence in any of the units within this qualification, you can apply to have these skills recognised through the RPL process

Mapping guides and information are provided for all our courses. All evidence must accompany the application mapping guides as per **Industry Accreditation** policy which is detailed in the student handbook.

Evidence of work experience can be used in your RPL application. A formal interview also

forms part of your RPL process

### **Direct Credit Transfer**

You may also be eligible for exemption for previous study if you have a statement of attainment or certificate for previous study, which has been issued by an accredited Registered Training Organisations. Certified copies of the original evidence must accompany your application as well as proof of currency, e.g. resume or contact details of referee as per **Industry Accreditation** policies. If you wish to apply for this process, contact **Industry Accreditation** for the application form.

You will receive a discount on the cost of your course for each unit you achieve a credit transfer.

### **Prerequisites**

There are no formal entry requirements for this course, however you will need:

- Sufficient language, literacy and numeracy skills to complete the course, e.g.:
- Ability to interpret and comprehend written information to develop learning and assessment content and processes
- Language skills to provide clear information/instructions and to give receive and interpret feedback to the necessary level between trainer/assessor and client group.

We recommend you read **Industry Accreditation** Students' Handbook to ensure you are aware of your rights and responsibilities as a student.

No matter what your experience, our qualified trainers are here to assist you with any questions you may have or problems you may encounter while undertaking your training.

For more information about this course please contact **Industry Accreditation** on:

Email: [info@industryaccreditation.org.au](mailto:info@industryaccreditation.org.au)

Phone: 07 40 55 05 92

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