



Trainer and Assessor – Several Positions

(Casual and/or Part Time Sessional)

CHC51015 Diploma of Counselling

10900NAT Graduate Diploma of Counselling (Christian)

The Australian Institute of Family Counselling (aifc) is seeking expressions of interest from experienced counsellors, who hold vocational training and assessment qualifications, for the role of Trainer and Assessor.

About us

Aifc is a not-for-profit Registered Training Organisation offering accredited counselling courses as well as short courses from a Christian perspective, with a mission to see transformed lives, flourishing relationships and changed communities through Christian counselling and equipping people for life. More information about aifc can be found at www.aifc.com.au.

About this role

This position plays an important role in supporting and educating our students to become Christian counsellors.

Working remotely from your own home, you will need to be a self-starter and require minimal supervision. You will need to be flexible as your 2 work days (approx) will be split over the entire week. Hours will be negotiated.

You will require good communication skills, high attention to detail and be a team player. You will need to live in an area that has high-speed internet coverage and have your own office equipment.

Responsibilities include:

- Delivery of training and assessing in accordance with the Standards for RTOs 2015 (ASQA)
- Grade assessments for students
- Maintain currency of knowledge through CPD
- Support the relevant manager through high-quality delivery of the aifc courses
- Provide optimal customer service experience to students in aifc
- Ensure all documentation is completed accurately and promptly.

Mandatory Qualifications and Skills

- A recognised counselling qualification at AQF Level 5 or above
- At least two years experience as a professional counsellor
- TAE40116 Certificate IV in Training and Assessment or equivalent
- Maintain VET currency qualifications/skills
- On-going commitment to professional development to maintain industry currency
- Proficiency in the use of computers and word processing.

Desirable

Completion of CHC51015 - Diploma of Counselling OR Completion of a Graduate Diploma of Counselling

Remuneration: In accordance with Educational Services (Post Secondary Education) Award 2020.

How to Apply

Please provide your one-page EOI outlining your experience and why you would like to work for aifc and your CV, addressed to the HR Manager - hr@aifc.com.au.

The closing date is 26 January 2024.

Transforming lives to transform communities

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