



TAFE NSW

CERTIFICATE IV IN ARTS AND CULTURAL ADMINISTRATION

COURSE CODE:

CUA40820

WHY CHOOSE TAFE NSW?



Opens career doors. Our industry relationships lead many students directly into work with a range of employers including agencies, studios, galleries and fashion houses.



Global prospects. TAFE NSW graduates possess the technical knowledge, creative-thinking and specialised skills that are highly sought after by employers around the world.



State-of-the-art facilities. Purpose-built creative studios and industry standard software mean you will master the same tools of the trade as leading professionals.



Industry exposure. TAFE NSW partners with industry to provide you with hands-on experience through networking, sponsor programs, competitions, talks, lectures and other creative industry events.



Recognised and respected. TAFE NSW has built its reputation on delivering trusted, industry aligned and nationally recognised training for over 130 years.

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TAFENSW.EDU.AU
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QUALIFICATION

Certificate IV in Arts and Cultural Administration

TRAINING PACKAGE ENTRY REQUIREMENTS:**ENTRY REQUIREMENTS**

There are no entry requirements for this qualification. You can enrol now.

Traineeship

TAFE NSW also offers the Certificate IV in Arts and Cultural Administration as a traineeship. To be eligible to enrol as a trainee you must:

- Be employed in the arts industry as this course is delivered in the workplace
- Have a signed traineeship contract

Thinking about a traineeship? Enquire today.

IS THIS COURSE RIGHT FOR YOU?

To be prepared for this course, we recommend that you have:

- Digital literacy, including some knowledge in computer desktop applications
- Introductory knowledge of 2D and 3D artworks
- Language, Literacy and Numeracy (LLN) at a Year 10 high school level

TAFE NSW may ask you to complete a Language, Literacy and Numeracy (LLN) skills test.

This skills test helps us to understand your individual study needs, to design an individualised plan that [supports your study success](#) and ensures your LLN skills match the demands of the course.

If you need help preparing for study, contact us about your options.



- **Traineeship Allowed**
- **Combination,
Virtual classroom
on campus, Virtual
classroom off
campus**
- **Full Time, Part Time**

OVERVIEW

The nationally recognised Certificate IV in Arts and Cultural Administration takes you behind the scenes in art galleries, museums and performing arts centres. Strengthen your administrative skills and become an organiser of cultural, community and artistic events, exhibitions and projects.

LEARN NEW SKILLS

Through a mix of theory and practical coursework, learn to:

- Communicate with arts professionals
- Conduct research and analysis
- Develop and present activities, events and public programs
- Manage exhibition strategies and displays
- Work with cultural materials and understand cultural protocols
- Integrate inclusion and access strategies
- Understand work, health and safety relating to the arts industry

- Implement marketing and promotion strategies

DEVELOP YOUR TALENT

Develop the attributes to help you get ahead:

- Organisational and planning
- Critical and creative problem solving
- Good communication and interpersonal skills

ACHIEVE YOUR GOALS

Completing this course provides you with:

- A nationally recognised qualification at Certificate IV level
- A strong pathway to continue your study and enhance your career opportunities
- Skills and knowledge to start your own business

Career opportunities:

- Arts marketing and promotions officer
- Arts and cultural officer
- Community engagement officer
- Arts event promotions officer
- Events coordinator
- Arts administrator

GROW YOUR CAREER

Take your arts and cultural administration expertise to the next level with:

- Certificate IV in New Small Business
- Certificate IV in Business
- Certificate III in Aboriginal and Torres Strait Islander Cultural Arts
- Certificate IV in Aboriginal and Torres Strait Islander Cultural Arts

CAMPUS	STUDY MODE	START DATE	DURATION	MAX FEE IF ELIGIBLE FOR SUBSIDY	HOURS PER WEEK
Any Location	Full Time, Virtual classroom off campus	07 Feb 2023	18 weeks	\$2,310.00	16
Any location	Part Time, Virtual classroom off campus	15 Feb 2023	1 year	\$2,310.00	8
Eora	Full Time, Combination	06 Feb 2023	17 weeks	\$2,310.00	17
Murwillumbah Connected Learning Centre	Full Time, Virtual classroom on campus	07 Feb 2023	18 weeks	\$2,310.00	16

Nambucca Heads Connected Learning Centre	Full Time, Virtual classroom on campus	07 Feb 2023	18 weeks	\$2,310.00	16
Scone Connected Learning Centre	Full Time, Virtual classroom on campus	07 Feb 2023	18 weeks	\$2,310.00	16
Singleton Connected Learning Centre	Full Time, Virtual classroom on campus	07 Feb 2023	18 weeks	\$2,310.00	16
Tomaree Connected Learning Centre	Full Time, Virtual classroom on campus	07 Feb 2023	18 weeks	\$2,310.00	16
Yamba Connected Learning Centre	Full Time, Virtual classroom on campus	07 Feb 2023	18 weeks	\$2,310.00	16