



TAFE NSW

# CERTIFICATE IV IN ARTS AND CULTURAL ADMINISTRATION (GALLERIES AND MUSEUMS)

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.

**ENROL TODAY**  
**TAFENSW.EDU.AU**  
**131 601**

**BE AMBITIOUS**

**COURSE CODE**

CUA40820

**QUALIFICATION**

Certificate IV in Arts and Cultural Administration (Galleries and Museums)

**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 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.

NATIONALLY RECOGNISED  
TRAINING

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

**OVERVIEW**

The nationally recognised Certificate IV in Arts and Cultural Administration (Museum and Gallery) builds your skills to land you in your dream job as an arts administrator. Go behind the scenes as you gain experience working on leading artistic and cultural events in Sydney and regional NSW.

**LEARN NEW SKILLS**

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

- Create and conduct presentations
- Research, plan and implement projects and creative displays
- Manage social media and websites
- Plan and run events
- Use marketing and promotion strategies
- Work with teams

**DEVELOP YOUR TALENT**

Develop the attributes to help you get ahead:

- A love of art galleries, museums and working with collection
- Attention to detail
- Good communication and interpersonal skills
- The ability to work as part of a team on collaborative projects
- Initiative and self-motivation
- Critical and creative problem solving

**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:

- Gallery & museum arts administrator/coordinator/project officer
- Gallery assistant/attendant
- Curator
- Conservator
- Archivist
- Museum programmer/educator

#### GROW YOUR CAREER

Take your career further with the:

- Diploma of Visual Arts
- Certificate IV in Community Services
- Certificate IV in Graphic Design
- Certificate IV in Photography

CAMPUS	STUDY MODE	START DATE	DURATION	MAX FEE IF ELIGIBLE FOR SUBSIDY	HOURS PER WEEK
Meadowbank	Full Time, Combination	07 Feb 2023	18 weeks	\$2,310.00	16
Murwillumbah Connected Learning Centre	Full Time, Virtual classroom on campus	08 Feb 2023	18 weeks	\$2,310.00	16
Nambucca Heads Connected Learning Centre	Full Time, Virtual classroom on campus	08 Feb 2023	18 weeks	\$2,310.00	16
Newcastle, Hunter Street	Full Time, Combination	09 Feb 2023	18 weeks	\$2,310.00	16
Scone Connected Learning Centre	Full Time, Virtual classroom on campus	08 Feb 2023	18 weeks	\$2,310.00	16
Singleton Connected Learning Centre	Full Time, Virtual classroom on campus	08 Feb 2023	18 weeks	\$2,310.00	16
Tomaree Connected Learning Centre	Full Time, Virtual classroom on campus	08 Feb 2023	18 weeks	\$2,310.00	16
Virtual Classroom Off	Full Time,	08 Feb 2023	18 weeks	\$2,310.00	16

Yamba Connected Learning Centre	Virtual classroom off campus Full Time, Virtual classroom on campus	08 Feb 2023	18 weeks	\$2,310.00	16
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