



TAFE NSW

CERTIFICATE III IN EVENTS

COURSE CODE:

SIT30516

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

RTO 90003 | CRICOS 00591E | HEP PRV12049

BE AMBITIOUS

COURSE CODE

SIT30516

QUALIFICATION

Certificate III in Events

CAREER AREA

Hospitality

TRAINING PACKAGE ENTRY REQUIREMENTS:**ENTRY REQUIREMENTS**

There are no entry requirements for this course. You can enrol today.

Traineeship

TAFE NSW also offers the Certificate III in Events as a traineeship. To be eligible to enrol as a trainee you must:

- Be employed in the events 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:

- Basic literacy and numeracy skills
- Foundational computing skills with experience using Microsoft Office Suite
- Excellent stakeholder and customer communication skills
- A passion for organising

NATIONALLY RECOGNISED
TRAINING

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

OVERVIEW

The nationally accredited Certificate III in Events is your ticket to working in the growing events, tourism and hospitality industry. You will learn all aspects of event coordination and gain the essential practical skills for producing and running successful weddings, business events and more.

LEARN NEW SKILLS

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

- Process and monitor event registrations
- Event set-up, operations and breakdown
- Show social and cultural sensitivity in event contexts
- Practice safe work techniques
- Meet regulatory requirements
- Source and apply events industry knowledge
- Coordinate onsite event registrations
- Provide event staging support

DEVELOP YOUR TALENT

Develop the personal attributes to help you get ahead:

- Excellent communication
- Organisation and efficiency
- Administrative skills
- Calmness under pressure
- The drive to work in a team and with new people
- Flexibility and adaptiveness
- A positive attitude and can-do approach to new challenges

ACHIEVE YOUR GOALS

Completing this course provides you with:

- A nationally recognised qualification at Certificate III level
- A strong pathway towards further study

Career opportunities:

- Conference assistant
- Event or exhibition administrative assistant
- Event or exhibition assistant
- Event or exhibition operations assistant
- Functions assistant
- In-house meetings assistant
- Junior event or exhibition coordinator
- Logistics assistant
- Meetings assistant
- Venue assistant

GROW YOUR CAREER

Take your career further with the:

- Statement of Attainment in Social Media for Tourism and Events
- Diploma of Event Management
- Advanced Diploma of Event Management

CAMPUS	STUDY MODE	START DATE	DURATION	MAX FEE IF ELIGIBLE FOR SUBSIDY	HOURS PER WEEK
Bega	Full Time, Combination	12 Jul 2021	18 Weeks	\$1,750.00	20.5
Blacktown	Full Time, Combination	31 Jan 2022	18 Weeks	\$1,750.00	19
Blacktown	Full Time, Combination	12 Jul 2021	18 Weeks	\$1,750.00	18.1
Campbelltown	Full Time, Combination	31 Jan 2022	18 Weeks	\$1,750.00	15
Hamilton	Part Time, Combination	08 Feb 2022	18 Weeks	\$1,750.00	12

Hamilton	Part Time, Combination	20 Jul 2021	18 Weeks	\$1,750.00	15
Kurri Kurri	Part Time, Combination	08 Feb 2022	18 Weeks	\$1,750.00	12
Moruya	Full Time, Combination	12 Jul 2021	18 Weeks	\$1,750.00	20.5
Northern Beaches	Full Time, Combination	12 Jul 2021	18 Weeks	\$1,750.00	22
Nowra	Full Time, Combination	12 Jul 2021	18 Weeks	\$1,750.00	20.5
Orange, March Street	Part Time, Combination	31 Jan 2022	1 Year	\$1,750.00	8
Orange, March Street	Part Time, Combination	12 Jul 2021	36 Weeks	\$1,750.00	21.4
Ourimbah	Part Time, Combination	08 Feb 2022	18 Weeks	\$1,750.00	12
Ryde	Part Time, Combination	05 Oct 2021	36 Weeks	\$1,750.00	11
Ryde	Full Time, Combination	12 Jul 2021	18 Weeks	\$1,750.00	22
Ryde	Part Time, Combination	12 Jul 2021	36 Weeks	\$1,750.00	11
Ryde (Non Traineeship)	Variable, Combination	Anytime	1 Year	\$1,750.00	13
Ryde (Traineeship)	Variable, Combination	Anytime	1 Year	\$1,750.00	10
Sutherland, Loftus	Full Time, Virtual classroom on campus	12 Jul 2021	18 Weeks	\$1,750.00	22
TAFE Digital	Self paced, Online	Anytime	18 Months	\$1,750.00	17
TAFE Digital (Traineeship)	Self paced, Online	01 Jul 2021	18 Months	\$1,750.00	17
Western NSW multiple locations: Connected	Variable, Combination	Anytime	36 Weeks	\$1,750.00	21.4
Wollongong	Full Time, Combination	12 Jul 2021	18 Weeks	\$1,750.00	20.5