Candlelight Farm and Trust

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CIV Permaculture Prospectus

Accredited Permaculture Training (APT)

Accredited Permaculture Training, or APT™, has been developed by Permaculture International Ltd, a long-standing, dedicated Permaculture organisation based in NSW, originally in conjunction with Hortus – a registered training organisation which developed accredited training packages to a range of land-based industries such as agriculture, landcare and horticulture.

APT™ is an accredited training course authorised under the Australian Quality Training Framework, the government body responsible for accrediting occupational training nationwide.

All accredited permaculture training is competency based. i.e. when you are competent in a certain area you can be assessed. This may vary in time and energy according to previously-acquired skills. The learning emphasis is on practical work – building, gardening, designing, planning, organising and managing, but there is also a component of knowledge-based skills which need to be understood.

Candlelight Farm in partnership with Eltham College in Victoria offers Certificate IV Permaculture in and around Perth. Eltham College is the Registered Training Organisation (RTO), and holds all official records and issues Certificates to successful students.

Students engage in both collaborative and individual projects, workshops and skills training exercises. Through the application of permaculture principles and practices our focus is on creating professional designers and consultants who are capable of meeting the sustainability challenges of peak oil, climate change and food security.

Major areas of study include Permaculture Design, Community Development and Project Planning.

What will you learn

- Permaculture design
- Permaculture business
- Bioregional planning
- Urban and rural design strategies
- Providing services to clients
- Organic food production
- Seed saving
- Energy fundamentals
- Community networking and facilitation
- Team building
- Site assessment
- Appropriate alternative technologies
- Administration and finance

Competency-based Training

Competencies are skills which students learn, and then can demonstrate to an assessor. By practising these types of skills students can 'learn at their own pace', in a workplace setting. Each unit of competency has both knowledge-based aspects and practical, activity-based aspects; all of which need to be able to be demonstrated. Competency-based training is ideal for learning permaculture skills.

There are twelve Units of Competency for Certificate IV, and these are outlined later.

Recognition for Prior Learning

Recognition for prior competency (RPC) is possible if students can demonstrate that they have gained competencies from other training organisations or from the work they perform. Students can then gain dispensation from relevant portions of a unit or program of study.

Students will need to provide evidence that clearly shows that they are currently competent in specific Element/s of a Unit and this will be assessed by Candlelight Farm staff. Fees will apply for this service.

Candlelight Farm and Eltham College both recognise and accept any appropriate Qualification and Statements of Attainment issued by any RTO in Australia.

Complaints and Appeals Procedures

Complaints may be made about Candlelight Farm staff, contact time and delivery techniques, outcomes of assessments or the behaviour of other students.

In the first instance students are encouraged to raise their concerns with the person concerned in an effort to resolve any differences and misconceptions. Should this not be successful, then there are Complaint forms to fill in and lodge, and these can be obtained from Candlelight Farm. If any complaint is still not resolved the student can appeal directly to Eltham College. The final decision will be confirmed in writing.

Appeals can be made against decisions made by Candlelight Farm staff. If the appeal is dismissed, but the student is unhappy about this, the student can appeal to Eltham College for resolution. Forms that describe the nature of the issue and the appeal details can be obtained from Candlelight Farm.

Required Course Materials

Students are expected to provide their own graph and drawing paper, pens and pencils, and drawing tools and equipment. Students should have a good selection of permaculture books and resources and other reference materials, but many of these are available for loan during the course.

A digital camera is essential for site assessments and design concepts. A laptop computer is optional but very useful for group work. You are expected to contribute to printing, copying and binding costs.

Course Structure

CIV is a year-long part-time course. Training workshops are offered early in the year to provide the necessary knowledge and skills to understand design work for clients. There are regular monthly (or at other times) meetings to examine your progress, to undertake group project work, to hand-in assignments and assessment tasks, and to sign off on SCOPE sheets and Observation Checklists.

Literacy and Numeracy

All Accredited Permaculture Training includes language, literacy and numeracy tasks. Candlelight Farm endeavours to provide students with materials and assessment tools in simple language, with numeracy and literacy skills generally to a level common in the workplace where these competencies are learnt and assessed.

Staff will offer help to any student to enable them to clearly understand all aspects of course work.

Costs

For 2010 the course fee is $1650. This can be paid in regular instalments. CIV is Austudy approved so students can apply for support should they need to. Benefits such as Austudy are dependent on students continuing in full-time study for the duration of the course.

Refund policy

The following refund policy will apply:

- If a student withdraws prior to the end of the first month, 50% of the course fee will be refunded.
- No refunds will be made for student withdrawal from the beginning of the second month.
- In cases where a course is cancelled by Candlelight Farm, a full refund will be given for any monies paid.

Certificate IV Units of Competency

CIV is for highly motivated people who aspire to become permaculture designers and consultants. The course trains people for supervising permaculture works, and for working as project officers and advisors.

The following twelve Units are offered:

- PPP01B Provide advice on permaculture principles and practices
- DES02B Design a rural permaculture system
- DES03B Design an urban permaculture system
- BUI04B Plan for the implementation of permaculture work
- BUI05B Select appropriate technologies for a permaculture system
- BIO06B Identify and analyse bioregional characteristics and resources
- RES07B Design harvesting and storage systems for permaculture products
- IPA08B Implement and monitor animal health and welfare programs for a permaculture system
- RES09B Manage a permaculture seed bank
- COM10B Recommend approaches for sustainable community and bioregional development
- RTC4905A Cost a project
- RTC4911A Operate within a budget framework

Course Expectations

Journal

You will be required to maintain a journal where you will enter your activities on a daily or at least weekly basis. Your Journal is a valuable document that provides us with written, assessable evidence of the work you have done. Along with activities carried out, your journal is a great tool you can use to gather information when organising and researching projects, and is also useful to record your observations over time. The journal should show the date of each entry and may also include such things as snippets and articles of interest, rough plans and sketches, information gathered from a phone call, verbally, magazines and/or Internet; client requests, resources used, and catalogues for various products that you research.

Other Evidence of Your Activities

You will also be producing other work that will be submitted to your mentor, the exact nature of which varies from unit to unit, but is summarised on the SKOPE sheet for each unit. SKOPE sheets document assessment tasks as they are completed. They are legal documents that serve as an easy reference for you and us to track your progress.

The following conventions are used on the SCOPE sheets

> **P:** Project
>
> **H:** Hazard Assessment sheet required
>
> **W:** Course Workshop and number

On the reverse side of the SCOPE sheet is the Observation Checklist for the Unit. It is your responsibility to complete this as a self-assessment, and to ensure that you have satisfactorily completed those items as listed. Your assessor will sign the Checklist once completed.

Expected Course Timeline - *Quarterly milestones are expected as follows:*

3 months

- Journals underway.
- Planning completed and Projects underway.
- The first three workshops completed – all Training Modules delivered.
- Some designs and reports started.

6 months

- Journals and research material kept up to date.
- Meetings with clients. More designs and reports started.
- Attendance at regular mentor and group teamwork meetings.
- Community and bioregional projects underway.

9 months

- Projects nearing completion along with visual evidence of work.
- Permaculture works undertaken, supervision of others.
- Most designs for clients completed, either at home or in workshop/meeting time.

*12 month*s

On completion of all training modules and Units of Competency, we will gather as an informal group to share our experiences through a short presentation of one aspect of your research and work during the previous year, with some question time and course review. This will be an opportunity to share, show your designs and reports, and go through and finalise all documentation with your trainers. After all formalities, we will celebrate!

Course Registration

Contact Candlelight Farm should you have further questions and to express your interest in enrolling for CIV. This can be done by telephone or email.

Enrolment Forms will be sent or given to you to complete. A deposit of $300 should accompany your application. This money is part of the total course fee.

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