

GREAT FUTURES **START HERE**



PRACTICAL



TEAM WORK

CREATIVE



HANDS-ON



ON THE TOOLS



LEADERSHIP



CONFIDENCE



ADVENTURE

NORTH ISLAND

NEW
ZEALAND

SOUTH ISLAND

Te Kura Correspondence School

Nelson, Marlborough Institute of Technology
(Te Pūkenga NMIT)

Whenua Iti Outdoors

Karamea Area School

Tai Poutini Polytechnic
Buller High School

Reefton Area School

Tai Poutini Polytechnic
John Paul II High School
Greymouth High School
Papa Taiao Earthcare
Westland High School

South Westland
Area School

FIND US ONLINE



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Great Futures

The West Coast Trades Academy gives secondary school students the chance to start training for a trade while they are still at school.

Students in Year 11, 12 and 13 have the option to study in a trades programme as well as working towards their NCEA qualifications.

HERE IS WHAT STUDENTS SAY ABOUT THE TRADES ACADEMY:

"It's given me an idea of what area I want to work in and gain qualifications towards."

"Learning people skills, meeting people and working as a team."

"Working with the tutor and learning new things, the real world."

"I really like the environment, and that it's getting me closer to the job I want to do."

"Shows you what you can do when you are older."

"It gives me a head start."

"The environment is easy going and easy to learn in."



Start Here!

Trades Training

We are in the business of training students for real jobs. There is a demand for skilled and dedicated people to work in a whole range of trades from Engineering and CAD Design to Manaaki Tāpoi. So that is what we teach.

Start your Training Now

If you want to stay at school but are keen to start training for work, the West Coast Trades Academy is the place for you.

Our training is designed so you can study with us but still stay at school, be around your friends and keep doing all the extra curricular activities such as sports, drama and music that you love.

It's the best of both worlds. You still do all the fun school stuff, but at the same time you get a head start on your career by working towards NCEA Level 2 and 3 and gain valuable work related skills in the Trades Academy programme of your choice.

How does Trades Academy Training Work?

We work with your school to find the training option that works best for you.

Students are pre-enrolled by each school Trades Academy co-ordinator. A student interview with caregivers takes place before the enrolment is confirmed.

Training is either provided at your school, at Tai Poutini Polytechnic, by Whenua Iti Outdoors, or MAINZ/SIT Southern Institute of Technology. There are no fees for Trades Academy learning and transport is provided to get students to their learning destinations.

Working Together for your Success

We are serious about your success which is why we expect a two-year commitment from you to achieve NCEA Level 2 and 3 and achieve the credits offered by your trades programme.

We will work closely with you and your school to make sure you are managing your studies. If you need support, advice or extra help please talk to your teacher, careers' advisor, school trades academy co-ordinator or the Manager of the West Coast Trades Academy.

Training Fees

There are no fees to pay. All costs including travel and accommodation is paid by the West Coast Trades Academy!

Vocational Pathways

Vocational Pathways work alongside your NCEA Levels 1-3 learning and help you plan what you need to study to achieve your career goals.

Every student will work with their school Trades Academy co-ordinator to develop an individual learning plan to make sure they are making the right study choices to meet their career goals. Vocational pathways have been developed to make sure students are learning relevant skills and knowledge in areas that employers value. They also make it easier for employers to see the range of work ready skills, industry training and learning that students have achieved while they are at school.

To find out more about vocational pathways visit:

- » www.youthguarantee.net.nz
- » www.careers.govt.nz
- » www.dol.govt.nz/occupation-outlook

Trades Academy Vocational Pathway Awards

The programmes offered by the West Coast Trades Academy will provide you with the ability to achieve a vocational pathways award. This can be a real advantage when you get out there and look for work and training opportunities in the sector.

Attain a vocational pathways award by:

- + Achieving NCEA Level 2
- + Meeting literacy and numeracy requirements (20 credits at Level 1 or above)
- + Gaining 60 Level 2 credits from recommended standards INCLUDING
- + At least 20 Level 2 credits from sector-related standards
- = **Vocational Pathways Award**

Many of our courses offer an NCEA Level 3 option too.

TRAINING OPTIONS 2024

The West Coast Trades Academy provides you with the following Vocational Pathways training options in 2024.



Please note programmes offered will be subject to sufficient enrolments and some programmes may change from the details outlined above.

Timetable

Day and Programme	Year/Level	Provider
Thursdays		
Building and Construction	Year 2	Tai Poutini Polytechnic
Automotive	Year 2	Tai Poutini Polytechnic
Engineering and CAD Design	Year 2	Tai Poutini Polytechnic
Cookery - Greymouth	Year 1	Tai Poutini Polytechnic
Hair and Beauty	Year 2	Tai Poutini Polytechnic and Te Pūkenga NMIT
Agriculture	Year 2	Tai Poutini Polytechnic
Conservation and Earthcare - Specialising in Pest Control	Year 2 and 3	Papa Taiao Earthcare
Fridays		
Café Skills	Level 2	Tai Poutini Polytechnic
Building and Construction	Year 1	Tai Poutini Polytechnic
Automotive	Year 1	Tai Poutini Polytechnic
Engineering and CAD Design	Year 1	Tai Poutini Polytechnic
Cookery - Greymouth	Year 2	Tai Poutini Polytechnic
Agriculture	Year 1	Tai Poutini Polytechnic
Computer Programming and Web Design	Year 1, 2 & 3	Tai Poutini Polytechnic
Conservation and Earthcare - Specialising in Nursery Production	Year 1	Papa Taiao Earthcare
Hair and Beauty	Year 1	Tai Poutini Polytechnic and Te Pūkenga NMIT
Residential Courses and Block Courses		
Employment and Life Skills		Whenua Iti Outdoors
Civil Construction/Earth Moving	Level 2 and 3	Tai Poutini Polytechnic
Manaaki Tāpoi	Level 2 and 3	Whenua Iti Outdoors
Uniformed Services	Level 2	Whenua Iti Outdoors
Adventure Leadership	Level 2 and 3	Whenua Iti Outdoors

** Please note the timetable may change from the details outlined above.*



BUILD A CAREER

Building and Construction

Building and construction is an excellent career option. In the next five to ten years New Zealand is going to need a lot of people with skills in this area, especially in Christchurch and the West Coast.

This programme will get you started on a career in building, and is hands-on, project based learning designed to give you skills in the building and construction sector. You will learn how to use and manage hand tools, power tools and machinery; and build decks, utility buildings, garden furniture and other items.

There is a high need for qualified builders in New Zealand and with the skills you gain through your Trades programme and by completing your NCEA Level 2 qualifications at school you will highly employable. After completing this certificate you could become an apprentice with a building or construction business, or go on to study in a range of areas including carpentry, Level 3 and 4 programmes.



KEY DETAILS...

Credits: Level 2: 24 Level 3: 23

Duration: 34 weeks per year, this is a 2 year programme

Timetable: 9am - 3pm Fridays: Year 1
9am - 3pm Thursdays: Year 2

Starts: February 2024

Ends: November 2025

Provider: Tai Poutini Polytechnic

What you will learn:

- How to manage hand tools, power tools and machinery
- Build decks, utility buildings, garden furniture and other items
- Develop trade sketches and drawings
- Concreting

Employment options:

- Building apprenticeship
- Joinery
- Construction sites
- Roofing
- Paving and landscaping
- Concreting and bricklaying
- Painting and decorating

Further study options:

- Certificate in Carpentry (Residential and Commercial) (Level 3)
- National Certificate in Carpentry (Level 4)
- National Certificate in Joinery with strands in Cabinetry, Exterior Joinery and Stairs



**Construction &
Infrastructure**



KEY DETAILS...

Credits: Level 2 and 3: 30

Duration: This is a 1 year programme

Timetable: 4, week long block courses over Terms 1, 2 and 3

Starts: February 2024

Ends: November 2024

Provider: Tai Poutini Polytechnic

What you will learn:

- Demonstrate correct use of hand tools for infrastructure works, and clean and store tools
- Carry out pre-start and shutdown procedures on a generator
- For small machinery used on infrastructure works sites: select maintenance tools, fuel, and lubricants; carry out maintenance checks; and clean up and store tools and materials
- Demonstrate knowledge of materials and equipment for interlocking pavers for infrastructure works; prepare for laying pavers; place and embed pavers under supervision; and clean-up site
- Identify and describe infrastructure works materials and compaction; prepare for compacting operations; accept and hand spread materials; and assist with compaction of materials
- Demonstrate knowledge of rocks and minerals

Employment options:

- Civil Construction Worker
- Excavator
- Forestry worker
- Digger Operator
- Mining operator

Further study options:

- New Zealand Certificate in Infrastructure Works (Level 3) with optional strand in Plant Operation

WELCOME TO YOUR INTRODUCTION TO
DIGGER SCHOOL!

Civil Construction and Introduction to Earth Moving Equipment

The West Coast is expecting a surge in civil construction and building projects. Our employers need staff to man the tools and operate the heavy machinery and earth moving equipment.

This is an exciting, hands on project based programme covering the practical skills involved in preparing a building or construction site for excavation, learning compaction and paving.

The course also introduces you to geological knowledge, important site safety and leads to learning about the safe operation of machinery such as diggers, dozers and rollers.

In block course format, 80% of your learning will be on site.

If you are interested in a career in operating construction machinery, building, forestry, mining or general skilled labouring, this is the course for you.





AN INTRO TO FARMING

Agriculture

If you want to see what options are available in the agriculture and primary industry sectors you need to enrol in this programme.

The skills, knowledge and experience from this two year programme will help you to determine whether you are interested in a career in agriculture or other industry sectors.

The programme will cover health and safety requirements in the workplace, fencing, milking and practical on-farm work placements.

This programme leads you into a wide range of options including the second year of agriculture with the Trades Academy. After completing the second year of the programme you will have the skills and the knowledge to be employed as a farm labourer, gain a farming apprenticeship or work as a fencing contractor.



KEY DETAILS...

Credits: 43

Duration: 34 weeks per year, this is a 2 year programme

Timetable: 9am - 3pm Thursdays: Year 2
9am - 3pm Fridays: Year 1

Starts: February 2024

Ends: November 2025

Provider: Tai Poutini Polytechnic

What you will learn:

- Health and safety in the rural sector
- Identifying and maintaining fencing tools and equipment
- Knowledge of primary sector
- Installing electric fences
- Replacing fence posts and repairing wires
- Monitoring and interpretation of weather
- Preparing for milking and milking under supervision

Employment options:

- Farm labouring
- Farm assistant
- Dairy labouring
- Farm apprenticeships
- Fencing contracting
- Westland Milk Products Cadet Programme
- Stockperson
- Shepherd

Further study options:

- National Certificate in Agriculture (General Skills) (Level 3)
- National Certificate in Agriculture (Level 4)
- Diploma in Agriculture (Level 5)
- Diploma in Farm Management (Level 5)



KEY DETAILS...

Credits: 20 (Year 1 and 2's Level 2 credits, Year 3's Level 3 credits)

Duration: This is a 1 year programme

Timetable: 9am - 3pm Fridays

Starts: February 2024

Ends: November 2024

Provider: Papa Taiao Earthcare

What you will learn:

- Introduction to horticulture plant science
- Introduction to plant nursery production
- Restoration, regeneration and project management
- Workplace health and safety
- Concepts of sustainability and how they relate to our complex world
- How to take action to address future sustainability problems
- Practical 21st century skills

Employment options:

- Conservation Ranger
- Horticulturist
- Nursery Manager
- Biosecurity Officer
- Field Technician
- Environmental Scientist
- Resource Manager
- Sustainability Practitioner

Further study options:

- Certificate in Horticulture
- Certificate in Nursery Production
- Certificate in Conservation
- Certificate in Land Based Sustainability
- Diploma in Horticulture
- Diploma in Environment and Sustainability
- Diploma in Environmental Management
- Bachelor of Environment and Society
- Bachelor of Business in Sustainable Enterprise
- Bachelor of Horticultural Science

Conservation and Earthcare - Specialising in Nursery Production

YEAR 1, 2 AND 3 (YEARS 11-13)

The first thing to come back in the restoration process is vegetation, once habitat is formed invertebrates return, then reptiles, followed by birds. Conservation and Earthcare Nursery Production focuses on the first part of the restoration process, the regeneration of native flora (revegetation).

Conservation and Earthcare Nursery Production is an introductory course into nursery, horticulture and restoration work. Students explore the extraordinary biodiversity of the West Coast and learn about the structure and function of ecosystems. You will research how changes in land use affect environmental sustainability and complete field based investigations into local restoration projects. You will get the opportunity to run and manage a native nursery, and be involved in the whole growing process, from seed collection right through to tree planting. Throughout the year-long project students will get opportunities to take part in and lead community restoration projects and work alongside industry experts. Students will also have the chance to participate in 'Project Pollinate' where you will learn introductory apiculture/beekeeping skills. This course has large practical components and contains some theory elements.



*Tiakina te wao nui a Tāne hei ora ngā mōu.
Look after the great forest of Tāne and in turn it will look after you.*



**Primary
Industries**



Conservation and Earthcare - Specialising in Pest Control

YEAR 1, 2 AND 3 (YEARS 11-13)

Spend time discovering the extraordinary endemic biodiversity of the West Coast while working with industry experts to plan and take action towards future sustainability problems.

Conservation and Earthcare Pest Control focuses on restoring the endemic biodiversity on land (Whenua Restoration) through pest control operations. The aim of the course is to empower young people to take action and contribute to future sustainability.

Throughout the course students work collaboratively to plan, implement and evaluate a range of pest control projects. Students will also have the chance to participate in 'Project Pollinate', where they will learn introductory apiculture/beekeeping skills.

This course has large practical components and contains some theory elements.

*Manaaki Whenua, Manaaki Tangata, Haere Whakamua.
Care for the land, care for the people, go forward.*



KEY DETAILS...

Credits: 20 (Year 1 and 2's Level 2 credits, Year 3's Level 3 credits)

Duration: This is a 1 year programme

Timetable: 9am to 3pm Thursdays

Starts: February 2024

Ends: November 2024

Provider: Papa Taiao Earthcare

What you will learn:

- How to prepare for and carry out rural pest animal population survey monitoring
- How to prepare and use traps to control rural pest animals
- Concepts of sustainability and how they relate to our complex world
- How to plan, carry out and evaluate action taken to improve future sustainability
- How to collaborate and work effectively with a diversity of people
- Weather interpretation skills
- Land based navigation skills
- Workplace health and safety
- Practical 21st century skills

Employment options:

- Conservation Ranger
- Field Technician
- Environmental Scientist
- Sustainability Practitioner
- Biosecurity Officer
- Resource Manager
- Pest Operations

Further study options:

- Certificate in Conservation
- Certificate in Land Based Sustainability
- Certificate in Pest Management
- Certificate in Pest Operations
- Diploma in Environment and Sustainability
- Diploma in Environmental Management
- Bachelor of Environment and Society
- Bachelor of Business in Sustainable Enterprise



**Manufacturing
& Technology**



KEY DETAILS...

Credits: 52

Duration: 34 weeks per year, this is a 2 year programme

Timetable: 9am - 3pm Thursdays: Year 2
9am - 3pm Fridays: Year 1

Starts: February 2024

Ends: November 2025

Provider: Tai Poutini Polytechnic

What you will learn:

- Taking vehicles apart
- Fitting tyres
- Servicing vehicles
- Locating and diagnosing electrical faults
- Engine rebuilding
- Drawing and understanding engineering sketches

Employment options:

- Automotive engineering apprenticeship
- Panel beaters
- Tyre servicing
- Warrant of fitness testing
- Automotive sales and servicing
- Brake servicing

Further study options:

- National Certificate in Motor Industry (Automotive Electrical and Mechanical Engineering) (Level 4)
- National Certificate in Motor Industry (Automotive Heavy Engineering) (Level 3)
- National Certificate in Motor Industry (Automotive Specialist Engineering) (Level 4)

DRIVE YOUR FUTURE

Automotive

Take the first step to getting your dream job in the automotive industry with this qualification. You'll be taking vehicles apart, fitting tyres, doing servicing, locating and diagnosing electrical faults and learning how to manage customer enquiries.

Students will learn in the new automotive workshop at the Tai Poutini Polytechnic in Greymouth, which opened in January 2016. Key skills in the programme include a wide range of practical skills such as disassembling and reassembling a four stroke engine, dismantling engines, safe working practices and learning how to use tools and equipment in automotive workshops.

After completing this programme you can get work as an apprentice in an automotive business or do further study at polytechnic in the automotive industry. After completing 2 years in this programme you will have a number of practical skills for working in the automotive industry such as tyre servicing, fault finding and basic servicing. The programme also provides theory components for students towards their driver's license.





MACHINE WORK

Engineering and CAD Design

If you are interested in the bigger picture and like designing, repairing, building or maintaining machines and tools, then engineering could be the career for you.

This programme is focused on working with machining, developing fabrication skills, gaining knowledge and skills using hand and power tools. In addition you will learn about welding, working with engineering drawings, applying calculations and measurement in your work as well as working safely in an engineering workshop.

There is a strong demand for people with engineering skills, particularly on the West Coast. Businesses are looking for employees with a good understanding of their roles and responsibilities in the engineering trade. There are many career options for engineers for work in areas such as manufacturing, building and construction, aviation, boat building and transport, agriculture and energy. When you have completed your training through the Trades Academy, you can work towards a Level 3 National Certificate or a diploma in engineering.



KEY DETAILS...

Credits: 40 to 48

Duration: 34 weeks per year, this is a 2 year programme

Timetable: 9am - 3pm Fridays: Year 1
9am - 3pm Thursdays: Year 2

Starts: February 2024

Ends: November 2025

Provider: Tai Poutini Polytechnic

What you will learn:

- Designing, repairing, building or maintaining machines and tools
- CAD design
- Mechanical engineering
- Engineering drafting
- Welding procedures
- Safe work practices

Employment options:

- Mechanical engineering apprenticeship
- Fitting, turning and tool making
- Precision machining and fitting
- Plant maintenance and diagnostics
- Auto CAD

Further study options:

- National Certificate in Mechanical Engineering (Level 4)
- National Diploma in Engineering (Mechanical Engineering) (Level 6)

Note: The status of a fully qualified tradesperson is achieved at the completion of The National Certificate in Engineering (Level 4)



KEY DETAILS...

Credits:	Up to 50 credits
Duration:	34 weeks per year, this is a 3 year programme
Timetable:	9am - 3pm Fridays: Year 1, 2 & 3
Plus:	Work experience during Terms 2 and 3
Starts:	February 2024
Ends:	November 2025
Provider:	Tai Poutini Polytechnic

What you will learn:

- Knowledge of a personal computer system
- Managing and protection of data
- Creating a website
- Creating simple computer programs to a set brief
- Understanding local area network technologies

Employment options:

- Paid internship with Fusion
- Computer support technician
- Web developer
- Web designer
- Database/systems administrator
- Programmer
- Software architect
- Network engineer
- Project manager

Further study options:

- NZ Certificate in Information Technology Essentials (Level 4)
- NZ Diploma in Information Technology Technical Support (Level 5)
- NZ Diploma in Web Development and Design (Level 5)
- NZ Diploma in Systems Administration (Level 6)

TECHNOLOGY WHIZ?

Computer Programming & Web Design

How do you solve the problem of getting young people out of school who are digitally trained and into a career that involves technology when they haven't had any work experience? We've cracked it!

This innovative programme from Te Pūkenga NMIT and Kiwi IT company Fusion, co-creating digital learning to prepare you for the 21st century digital workforce.

Once a week you will attend your computer programming and web design course, plus you are invited to attend a planned work experience programme when you reach year 2 and 3 of the programme.

This joint delivery of our programme is intended to provide you with engaging and tactile and practical training with a real pathway to employment.

Students that excel in the 3 year course, will be invited to apply for the full Fusion Intern Pathway, becoming employed by Fusion part-time whilst they continue onto approved tertiary training in Technology Diplomas aligned with Fusion. You will be mentored and personally trained by the Fusion team, gaining invaluable practical experience improving their ability to gain future employment with Fusion or into the wider technology industry.





EXPERIENCE OUR CULTURE

Manaaki Tāpoi

Manaaki Tāpoi explores and celebrates the importance of Cultural Tourism within NZ and builds a deeper understanding of Te Āo Māori.

Take a journey through the cultural history of Te Tau Ihu o Te Waka a Maui (the Top of the South). Learn from expert tutors and kaumatua, visit and stay on marae across the region and interact with Māori business leaders of the region. This programme is designed to be experiential and active whilst embedding and reinforcing pride in Aotearoa's cultural heritage. You will learn the importance of strong connections to Te Ao Māori and the value these connections can bring to a wide range of career paths.

Manaaki Tāpoi (Introduction) at Level 2 focuses on whanaungatanga, kaitiakitanga, serving of kai and te reo greetings and farewells used in tourism. On completion of Manaaki Tāpoi (Introduction), students can pathway onto the Manaaki Tāpoi (Advanced) programme at Level 3. This course focuses on kaitiaki practices in Māori Tourism and the history of natural attractions and significant sites in our region. This is a unique programme option within New Zealand.

KEY DETAILS...

Credits: **Level 2:** 19 at Level 2 and 3
Level 3: 19 at Level 3

Duration: This is a 2 year programme

Timetable: 4 x four day block courses (includes overnight)

Starts: Starts Term 1/2. Dates TBC

Provider: Whenua Iti Outdoors

Location: Tasman/Nelson

What you will learn:

Level 2

- Explain kaitiakitanga in terms of how Māori interact with te taiao.
- Explain the use of tikanga Māori as part of exercising kaitiakitanga.
- Describe whanaungatanga in relation to the way Māori interact with the natural world.
- Describe whanaungatanga in relation to a local Māori environmental management system.
- Prepare wharekai for service, as part of a team, in accordance with kawa and tikanga.
- Serve kai, as part of a team, in accordance with kawa and tikanga.
- Clear tables, as part of a team, in accordance with kawa and tikanga.
- Clear wharekai after service, as part of team, in accordance with kawa and tikanga.
- Explain the importance of Māori place names in tourism.
- Present a short mihi and poroporoaki in te reo Māori with local tikanga.

Level 3

- Explain kaitiaki practices in a Tourism Māori context.
- Participate in a noho marae.
- Identify and explain the cultural significance of natural attractions in tourism Māori.
- Identify and explain the cultural significance of man-made attractions in tourism Māori.
- Explain the importance of respecting Māori customs and practices in Tourism Māori.
- Contribute within a team or group which has an objective.

Employment options:

- Tourism guides
- Hotel management
- Cultural interpretation
- Travel consultant
- Teaching
- Entrepreneur

Further study options:

- Manaaki Tāpoi Extension Course
- Certificate in Outdoor Education (Level 4)
- New Zealand Certificate in Tourism (Level 3)
- Tourism and Hospitality (Level 3 to 5)
- Royal New Zealand Police College
- University studies – such as teaching, business or management studies



**Services
Industries**



KEY DETAILS...

Credits: **Level 2** - 18 credits at Level 2
Level 3 - 18 Credits at Level 3

Duration: This is a 2 year programme

Timetable: 4 x four day block courses
(includes overnight)

Starts: 2 intakes per year. Dates TBC

Provider: Whenua Iti Outdoors

Location: Tasman/Nelson

What you will learn:

Level 2

- Demonstrate the use of basic rope systems for top rope rock climbing and abseiling.
- Demonstrate basic rock climbing movement.
- Demonstrate sea kayaking skills on sheltered or slow moving water.
- Experience camping.
- Select, set up and maintain a mountain or cycle touring bike.
- Mountain Bike on intermediate to expert terrain.
- Demonstrate basic caving skills.

Level 3

- Prepare for, participate in, and evaluate an outdoor experience as a member of a group.
- Create a personal bush survival kit and demonstrate bush survival skills.
- Explain search and rescue procedures.

Uniformed Services (Level 2) and Adventure Tourism Leadership (Level 2) provide pathways onto this Level 3 programme. Students with equivalent experience in the outdoors can also be accepted onto the Level 3 course.

Employment options:

- Adventure tourism guide
- Outdoor instructor
- Health and education programming
- Youth education training

Further study options:

- Certificate in Outdoor Education (Level 4)
- Adventure Tourism Leadership (Level 3)

BRING ON ADVENTURE

Adventure Leadership

Some of the very best learning in life comes through challenging your personal boundaries and training to work well in difficult situations.

Get outdoors, get active and have fun while you learn a wide range of outdoor skills. At the same time the Adventure Tourism Leadership programme allows you to develop your personal leadership style, enhance your communication skills, and determine your contribution to creating a high functioning team.

These personal and social skills are not only critical in today's world of work they are transferable to any career path you choose to take. During the Level 2 course you will experience mountain biking, caving, sea kayaking, rock climbing and camping, and in so doing, gain valuable credits at NCEA Level 2. The Level 3 course builds on existing outdoor skills allowing students to become more confident and skilled in different outdoor environments and wilderness emergency response situations.





Services
Industries



KEEN TO FIND OUT IS THE FACED PACED
HOSPITALITY INDUSTRY IS FOR YOU?

Café Skills

The hospitality industry is one where no two days are the same. The domestic tourism industry along with the continuous growth of café culture and the popularity of eating out in our towns and cities, means there are real job opportunities within our New Zealand cafés, restaurant and bars.

This course offers you the chance to gain a variety of hands on skills in food preparation, beverage making, barista skills, front of house, customer service and baking. You will learn in a hands-on environment, by working in the polytechnic commercial kitchen and service delivery will be real, not theory, in the Tai Poutini Restaurant.



KEY DETAILS...

Credits: 20 – 22

Duration: This is a 1 year programme

Timetable: Fridays 9am - 3pm

Starts: February 2024

Ends: November 2024

Provider: Tai Poutini Polytechnic

What you will learn:

- Food safety
- Beverage making
- Customer service
- Food preparation
- Table service

Employment options:

- Café barista
- Waitress
- Café food preparation
- Café front of house
- Tourism and hospitality customer service roles
- Kitchen-hand
- Retail

Further study options:

- New Zealand Certificate in Food and Beverage Service (Level 3)



Services
Industries

KEY DETAILS...

Credits: Level 2: 22 Level 3: 26

Duration: 34 weeks per year, this is a 2 year programme

Timetable: 9am - 3pm Thursdays: Year 1
9am - 3pm Fridays: Year 2

Starts: February 2024

Ends: November 2025

Provider: Tai Poutini Polytechnic

What you will learn:

- Beginner cookery
- Cooking food by baking, boiling, poaching, steaming and grilling
- Participating in a group/team
- Apply safe working practices in a commercial kitchen
- Clean food production areas and equipment
- Handle and maintain knives in a commercial kitchen
- Entry to NZ Hospitality Championships

Employment options:

- Kitchen hand
- Chef/cook

Further study options:

- Certificate in Professional Culinary Arts (Level 4)
- Diploma in Professional Culinary Art Level 5 (this qualification incorporates London City and Guilds qualifications).

MASTER CHEF DREAMS?

Cookery

If your passion is cooking and you want to work as a chef this programme is the one for you. This programme will prepare you with the basic skills to begin working in a kitchen or provide you with the ability to progress into further training.

A programme of introductory cookery with relevant theory and practical learning is the start of a career where you can work all over the West Coast, New Zealand or overseas. Employment options include kitchen hand, chef or cook. Further training options include Professional Culinary Arts Level 4 and 5, or there are specialised training options such as patisserie, baking or butchery.

Our commercial kitchens are equipped to a high standard to cater for all your learning needs. Check out West Coast Trades Academy on Facebook to see what cookery students prepare during their training.

During the course students are introduced to specialist cooking areas such as baking, fish filleting, commercial catering as well as learning about food safety and expanding their knowledge of culinary products.





**Services
Industries**

Employment and Life Skills

Through Experiential Learning, connection to our inspiring natural environment and by offering a variety of personal challenges, this course will provide you with opportunities to learn more about yourself, helping you to develop the skills you need to gain employment or go to training outside of secondary school.

The programme's person-centred approach will support and motivate you. The skilled and caring tutors will work alongside the student team to help you to build the confidence and skills you need for the next stages of life once you leave school. Our tutors will help you to create a personal plan to help you to achieve YOUR goals.

As a skills development course, the programme does not offer NCEA accreditation. The focus is to help you to be work and life "out of school" ready!



KEY DETAILS...

Duration: This is a 1 year programme

Timetable: Up to 6 short block courses, 2 or 3 days at a time, based on the West Coast

Starts: February 2024

Ends: November 2024

Provider: Whenua Iti Outdoors

What you will learn:

- You will develop a personal plan for your individual success and to help you reach goals
- Team building skills
- Communication skills
- Key employment skills
- Personal well-being and self care

Employment options:

A wide range of employment options await you. During the course you will learn how to meet supportive employers and gain entry level work in a wide range of industries from hospitality, retail, health care and administration. The world of work is your oyster!

Further study options:

This course can lead to the New Zealand Certificate in Foundation Skills (Level 1) and Supported Learning (Level 1) at Tai Poutini Polytechnic.



KEY DETAILS...

Credits:	42
Duration:	34 weeks per year, this is a 2 year programme
Timetable:	9am - 3pm Thursdays: Year 2 9am - 3pm Fridays: Year 1
Starts:	February 2024
Ends:	November 2025
Provider:	Tai Poutini Polytechnic and Te Pūkenga NMIT

What you will learn:

- Customer service skills
- Fashion trends in hairdressing
- Hand, foot and nail care
- Hairstyling
- Skin care
- Eye brow care

Employment options:

- Self-Employed/own business as hairdresser or beautician
- Make-up for TV/movie industry/fashion/events
- Image consultant
- Salon receptionist
- Trainee hairdresser
- Beauty sales representative
- Make-up artist
- Massage therapist
- Film/theatre/TV stylist
- Colour technician
- Trainee beautician
- Health resort employee
- Industry assessor/tutor

Further study options:

- Industry Employment/ Apprenticeships and ITO Training
- Certificate in Hairdressing (Salon Support) (Level 3)
- Certificate in Advanced Professional Hairdressing at Te Pūkenga NMIT (Level 4)
- Diploma in Beauty and Body Therapy (Level 5)

ARE YOU SALON SELECTIVE?

Hair and Beauty

Working in a fully equipped training salon at Tai Poutini Polytechnic, you will learn the essential first skills that are required to train and work as a hairdresser and beautician.

The fun and very interactive course includes:

- Skin health
- Customer service and retail
- Professional products
- Tinting
- Eyebrow shaping
- Hand, foot and nail care
- Develop a range of elementary hairstyling skills
- Provide service and care to clients in a salon
- Understand how history and fashion trends influence hairstyling

Students will meet and learn from local industry leaders from successful clinics and salons.

If you are passionate about personal presentation, enjoy looking after others and love providing great customer service - this course is for you!





**Social and
Community Services**

LEVEL 2
LEVEL 2
LEVEL 2
2

AN EXTRAORDINARY CAREER

Uniformed Services

If you want to pursue an active and exciting career path in the uniformed services but are not quite sure which service, then this is an ideal opportunity to try them out.

Paramedics, Police, Fire Services, Search and Rescue and Defence Forces – these uniformed services all offer varied and exciting career opportunities.

You will have the opportunity to experience a simulated search and rescue exercise, emergency survival skills and find out what it is really like to be a paramedic, police officer, firefighter or a member of the defence forces. Learning is practical, active and engaging – this is a fun way to take a big step towards achieving NCEA Level 2 while gaining your basic first aid certificate and also refining your career path.



KEY DETAILS...

Credits: 18 credits mainly at Level 2

Duration: This is a 1 year programme

Timetable: 4 x four day block courses (includes overnight)

Starts: 2 intakes in 2025. Dates TBC

Provider: Whenua Iti Outdoors

Location: Tasman/Nelson

What you will learn:

- Provide basic life support and first aid.
- Manage first aid in an emergency situation.
- Demonstrate knowledge of general purpose knots and lines.
- Use general purpose knots and lines in an emergency situation.
- Demonstrate knowledge of the role and functions of Civil Defence general rescue at ground level.
- Identify safety equipment, safety precautions and hazards in general rescue situations at ground level.
- Plan and carry out searches to locate simulated casualties within a specified area at ground level.
- Move casualties to safe locations.
- Demonstrate knowledge of formal interviews
- Be interviewed in a formal interview
- Plan, conduct and review an informal interview
- Communicate in the outdoors using two-way radio
- Communicate in a team or group which has an object

Employment options:

- Paramedic
- Search and rescue
- Fire fighter
- Emergency services
- Police officer
- Civil defence training

Further study options:

- Positions within the New Zealand Armed Forces
- Certificate in Emergency Management

How to Apply

We are looking for students in Years 11, 12 or 13 who are focused, committed to learning and keen to work towards a career in the trades. If that sounds like you – apply today!

It's easy to apply. Talk to your trades coordinator or school careers adviser and then complete an application form online at www.wcta.ac.nz. Your parent or caregiver will need to digitally approve your application. There are no fees (yes, it's free) for the programme and some materials such as protective clothing will be provided by the Trades Academy.

The closing date for 2024 applications is Friday 15th September, 2023.

Application Process

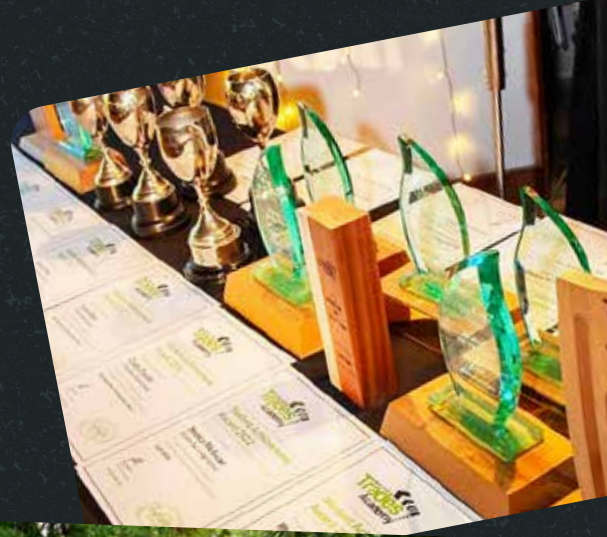
Once we receive your application form, you and your parents or caregivers will be invited to attend an interview to discuss your options further.

Enrol now!

- » Start training for a career while studying at school
- » No fees
- » Keep up school friendships and extra curricular activities while at the Trades Academy
- » Continue with core subjects at school
- » Gain workplace skills, develop independence and responsibility for your learning
- » Develop self-esteem and communication skills
- » Achieve NCEA endorsed by one or more Vocational Pathway
- » Additional expenses such as transport will be covered by the Trades Academy
- » Individual learning plans will ensure your achievement is monitored by your school and the Trades Academy
- » The Trades Academy manager and school co-ordinators are on hand to support you!



West Coast Trades Academy



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