



CUA30615 Certificate III in Arts Administration

National ID: CUA30615 | State ID: AZM8

About this course

The art industry is significant in the North West of Australia with its vibrant festivals, exhibitions and cultural celebrations.

If you are passionate about the arts and want to work in one of the many varied areas of arts administration - or are already working in the field and would like to earn a nationally recognised qualification - this is the course for you!

Participants will learn about a broad range of art outlets including galleries, museums and theatres, while gaining a strong understanding of the administrative and system requirements of the business. Participants will also learn how to use office technology and computer application software.

This course is available at other campus locations upon request.

Overview

Available all year, 2020

Qualification details

-  Duration: **1 Year**
-  Where: **Broome Campus**
-  When: **Available all year**
-  How: **Distance learning + workplace**
Full-time
Part-time

Units

This is a suggested study plan. North Regional TAFE offers a variety of alternative units, and packaging rules apply to these selections. Your unit options will be discussed with you prior to enrolment.

Core

National ID	Unit Title
BSBDIV301	Work effectively with diversity
BSBWHS201	Contribute to health and safety of self and others
BSBWOR203	Work effectively with others
CUAIND201	Develop and apply creative arts industry knowledge

Elective

National ID	Unit Title
BSBADM307	Organise schedules
BSBADM311	Maintain business resources
BSBCMM301	Process customer complaints

National ID	Unit Title
BSBCUS201	Deliver a service to customers
BSBWOR204	Use business technology
BSBWOR301	Organise personal work priorities and development
BSBWRT301	Write simple documents

Job opportunities

- Event production assistant
- Gallery assistant
- Administration officer

Fees and charges

[Click here to view North Regional TAFE's 2020 indicative fees.](#) These fees are indicative for local students enrolling full-time in Government-funded courses. Fees are calculated based on individual circumstances at the time of enrolment. Concessions for eligible certificate I - IV level courses, annual fee caps and other charges may apply.

For more information, please click [here](#).

VET Student Loans

VET Student Loans is an income contingent loan support available to eligible students studying a diploma level or above qualification. For more information, please click [here](#).

Please note, fees are subject to change.