



## **Professional Certificate in Communication Skills**



**Develop your communication skills and become a more effective communicator at work**

**A time to transform your skills to perform at a level that reveals your true professional potential**

# Professional Certificate in Communication Skills

Improve your communication skills!

Weekly training sessions conducted at Chatswood, Sydney or at your workplace.

Learn with passionate teachers in a safe, supportive environment.

Our Training program prepares candidates to attain internationally recognised certification with Trinity Guildhall.

## Overview

Our course will prove invaluable for:

- Students taking academic and vocational courses for whom communication is essential for participation in interviews, tutorials, seminars and presentations
- Those preparing to enter, or already following, professional or business careers in which communication skills are fundamental components

## Class Contact Hours:

**Class time at Chatswood: Thursdays 7.30-8.30pm**

**Duration: 15 sessions**

**Please note that you are able to commence study in February or August.**

## Fees

A total payment of \$1950 (incl GST) is due prior to commencement of the course

# Performer Training Course: What's involved?

## Content

Candidates work will involve the following:

- Presentation Skills
- Social and Reactive Speaking
- Problem Solving Skills
- Summary and Feedback Skills
- Interactive Speaking

## Assessment Criteria

The course has defined assessment objectives and these are measured using the following criteria:

- Techniques – use a wide range of physical and vocal skills
- Communication – verbal and non-verbal, working spontaneously
- Planning and contextual awareness – respond to a variety of content
- Present information, ideas and opinions coherently
- Interact with individuals, groups and audiences

## Course Aims

The Professional Certificate in Communication Skills is intended to provide a framework relevant to all professional, social and networking situations in which communication is paramount. The attainment of this internationally recognised certification will benefit those who are seeking to further their professional careers. This course will also be useful for those who are wishing to develop their creative talents and build confidence in presenting, expression and spontaneity.

## Learning Outcomes

For successful completion of this certificate course candidates will be required to:

- Show considerable competency in delivering detailed presentations, using a variety of aids while demonstrating a vivid and powerful use of spoken language
- Respond to questions with authority and engage in discussion with sensitivity and conviction
- Show mature understanding of varying communication situations and needs
- Utilise interpersonal and vocal skills that enable them to communicate appropriately
- Use different approaches to solve problems
- Communicate accurately with clear intent
- Operate in moderately critical situation where success depends on choosing appropriate responses

## Teaching Faculty

**Angela Tesoriero** is a leading vocal coach and drama teacher. She gained her LTCL Trinity Teaching Diploma in Speech and Drama in 1993 and is a member of The Speech and Drama Association of NSW. Angela has studied at the Voice & Speech Centre, London; NIDA and the Australian Film & Television School.

Angela's professional experience in the Drama industry lies predominantly in many years of directing, active involvement in theatre groups and working with leading voice coaches both in Australia and overseas. Currently, Angela is a member and performer with Darlinghurst Theatre. As Director of the training organisation, Fix Australia, Angela is committed to delivering high quality programs in schools (including Tangara and The Kings School), workplaces and the community.

**Paul Taylor** has a strong background in a variety of fields within the communication and natural therapies industries. Paul holds a Bachelor of Communications degree. He is also a qualified massage therapist and fitness trainer, enabling him to bring a wealth of practical technical expertise concerning the role of anatomy, posture, movement, breathing and body mechanics to benefit the practice of Drama & Speech.

As a teacher of Drama, Speech, Effective Communication and Vocal Improvement programs he conducts both personal (one on one) and group training sessions for a variety of private and corporate clientele throughout Sydney, working in private studio, school, and workplace environments. Paul has over five years experience in conducting classes to a wide range of participants. Paul has appeared in several short films and is involved in writing and directing for theatre productions.

In addition, Paul has ten years of corporate experience in the areas of Speech Writing, Marketing, PR & Event Management. He has worked on the creation, implementation, staging and management of major community fundraising and entertainment events for clients including the Sony Foundation Australia, ADAPE, Macquarie Bank and Club Marconi. He is a regular guest speaker, at networking and careers events, on the importance of developing effective communication and presentation skills.

**Other teachers:** We also draw on other specialised teachers to supplement the Workshops as required.