Certificate III in Community Services Work – CHC30112 (version 4.1)

Australian Workplace Training offers Certificate III in Community Services Work via two delivery modes. Online (E-Learning) and Externally

This qualification applies to community work delivered through a broad range of services which provide support for individuals and groups. At this level support workers and case workers may provide day-to-day support in community settings and/or provide assistance with entitlements and benefits under the broad direction of others. This qualification is available as a broad-based qualification or with a focus on either community services or community development work.

Occupational titles may include:
- Neighbourhood Centre Worker
- Juvenile Justice Officer
- Aboriginal or Torres Strait Islander community development worker
- Community Care Worker
- Support Worker (community based)

An interview with a Trainer will be arranged prior to your enrolment. In this interview any difficulty you might experience with your training will be discussed, these may be language, literacy or physical disabilities. If you have any concerns or special needs please discuss them with the trainer during the interview as support could be available for you.

External and Online students study this course at their own pace, however it is anticipated the course will be completed in approximately twelve months, it can be completed earlier depending on the individual. Students work at home with self paced units and have access to a trainer either face to face or by phone, fax, correspondence and email for assistance. Students are required to attend block training for First Aid, Manual Handling and Personal Care training as well as monthly contact with their trainer.

A current Police Certificate (within the last 12 months) will be required before work placement is commenced. It is your responsibility to apply and pay any costs associated with the Police Clearance. A current Police Clearance is a requirement of industry.

During the course ‘work experience’ is to be arranged by the student at a suitable venue(s). At the end of the course you will be expected to have completed a minimum of 100 hours of ‘work experience’ to enable the assessment of your ability to implement your training under working conditions. Please discuss this with your trainer at your interview.

Australian Workplace Training is a Skills for All Training Provider

Some of our courses are funded through the Government of South Australia’s Skills for All initiative. Please visit our website or contact us for a list of our Skills for All courses. Eligibility Criteria Apply—Visit www.skills.sa.gov.au for eligibility criteria

Please Turn Over
The qualification is achieved by 'successfully completing’ all the suggested units. This can be achieved by participating in training sessions, completing assignments and by demonstrating your ability by putting the learning into practice under working conditions during the 'work experience’. Skills Recognition is available.

This qualification consists of 13 units; 8 core and 5 elective.

Course Structure

Core
- CHCADMIN305F Work within the administration protocols of the organisation
- CHCCD412B Work within a community development framework
- CHCCOM302D Communicate appropriately with clients and colleagues
- CHCCS308B Provide first point of contact
- CHCCS411C Work effectively in the community sector
- CHCNET301D Participate in networks
- CHCORG303C Participate effectively in the work environment
- CHCWHS312B Follow WHS safety procedures for direct care work

Elective
- HLTHIR403C Work effectively with culturally diverse clients and co-workers
- HLTHIR404D Work effectively with Aboriginal and/or Torres Strait Islander people
- CHCINF302D Maintain the organisations information systems
- CHCAD401D Advocate for clients
- HLTFA311A Apply first aid

Each unit includes the relevant training and assessment materials required to achieve competency.

Cost

Fee for Service

<table>
<thead>
<tr>
<th>Course Fees</th>
<th>$150.00 per unit</th>
<th>Total of $1950 for all 13 units</th>
</tr>
</thead>
<tbody>
<tr>
<td>RPL</td>
<td>$75.00 per unit</td>
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<tr>
<td>Credit Transfer</td>
<td>$25.00 per unit</td>
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Skills for All

Student Course Fee

This course is not available through the Skills for All initiative with Australian Workplace Training

Concession Course Fee

Incidental Fees: Work Placement T-shirt - $25.00 Work Placement Badge - $4.00

More information on Skills for All Fees, Concessions and Exemptions can be found by visiting or website at www.awt.edu.au

For more information or to enrol, please contact Australian Workplace Training on 8282 7600