Certificate I in Work Preparation (Community Services) — CHC10108 (version 4.1)

Australian Workplace Training offers Certificate I in Work Preparation (Community Services) via two delivery modes.

  Online (E-Learning) and Externally

This qualification provides an exposure to work in the community services industry. This is a pathway qualification that may lead to a VET in Schools qualification, career clarification and greater participation of equity groups. It may also serve as a basis for workplace entry training for people with a disability seeking employment in business service or open employment.

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 expected the course will be completed in under 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 sessions, as well as a monthly contact with their trainer.

A current Police Certificate (within the last 12 months) may 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 application of skills and ability to implement your training under working conditions. Please discuss this with your trainer at your interview.

Skills for All
An initiative of the Government of South Australia

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
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.

The certificate consists of 3 units; 2 core and 1 elective.

Course Structure

Core
- BSBCMM101A  Apply basic communication skills
- CHCCS211B  Prepare for work in the community sector

Elective
- HLTWHS200A  Participate in WHS processes

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

Costs

Fee for Service

Course Fees $100.00 per unit  Total of $300 for all 3 units
RPL $75.00 per unit
Credit Transfer $25.00 per unit

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