



Qualification overview

This qualification reflects the roles of community services, case management and social housing workers involved in the managing, co-ordinating and/or delivering of person-centred services to individuals, groups and communities. At this level, workers have specialised skills in community services and work autonomously under broad directions from senior management. Workers are usually providing direct support to individuals or groups of individuals. Workers may also have responsibility for the supervision of other workers and volunteers and/or case management; program coordination or the development of new business opportunities. Note that the Statutory & forensic child, youth & family welfare specialisation must be achieved in order to meet the minimum education requirements for child protection and youth justice practice in Victoria. In addition, to meet the minimum education requirements for entry into child protection practice in Victoria, diploma qualifications must be approved by the Australian Community Workers Association (ACWA). To achieve this qualification, the candidate must have completed at least 100 hours of work as detailed in the Assessment Requirements of units of competency.

No licensing, legislative, regulatory or certification requirements apply to this qualification at the time of publication. For more information Visit: <http://www.myskills.gov.au/courses/details?Code=CHC52015>

Core units

HLTWH5004 Manage work health and safety
CHCLEG003 Manage legal and ethical compliance
CHCDEV002 Analyse impacts of sociological factors on clients in community work and services
CHCCOM003 Develop workplace communication strategies
CHCDIV003 Manage and promote diversity
CHCCCS007 Develop and implement service programs
CHCPRP003 Reflect on and improve own professional practice
CHCMGT005 Facilitate workplace debriefing and support processes

Elective Units

Elective units will be selected at your information session based on job outcomes required

Duration

Duration will vary according to individual schedule; however, the duration will range between 1 – 2 years. Schedules will be provided prior to commencement of training and assessment
Duration includes 100 hours work placement (4 weeks), and holidays

Delivery mode

Classroom based - includes face to face instruction, self-directed learning, simulated training, work placement and final assessment

Location-*Schedule provided prior to commencement of training

Melbourne Metro hired venues
Hired simulated rooms at Keilor and Hallam
Wentworth simulated rooms at 124 Bell Street Coburg
Wentworth simulated rooms Unit 4/1 Graham Road Clayton South

Award

To be eligible for the award of CHC52015 Diploma of Community Services learners must successfully complete a total of 16 units made up of 8 electives and 8 core units.

Students who successfully complete this nationally recognised qualification will be awarded a certificate for: CHC52015 Diploma of Community Services

A Statement of Attainment will be issued for any unit of competency deemed competent if the full qualification is not completed. Awards will be generated after successful completion of this course and full payment and a verified USI has been received

How will I be assessed for this course?

All units within the qualification have assessment tasks, with set due dates for completion. Each unit of competency will vary however the following methods can be used but are not limited to the below:

- Written questions
- Case studies
- Simulations
- Verbal questions/observations (on the job)

Employment pathway

Child, Youth & Family Intervention Child Welfare Officer - Residential Carer (Child Protection)
Social Housing - Social Housing Coordinator
Case Management - Community Services Case Manager

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Entry into the qualification

Prior to commencement of training a pre-training interview (information session) will be conducted and learners must be assessed as meeting the following criteria

- LLN levels - entry at ACSF (core skills, reading, writing, listening, speaking, numeracy, digital literacy) level 4
- Be of at least 18 years of age
- The student must not have a criminal conviction that will appear on their National Police Clearance.
- The student must be available to attend 100 hours of work

To be considered for Work placement

- The student must apply for a current National Voluntary Police Check
- Must hold a current working with children's check,
- Must complete a Statutory declaration

RPL (recognition of Prior Learning) /Credit Transfer

RPL and credit transfer applies for this course

Recognition of prior learning (RPL)

If recognition applies the student's overall duration will alter and a schedule of exemptions will be provided

Credit transfer

If a certificate or statement of results is produced and verified, a credit transfer process will be initiated by Wentworth College in relation to the units as per the training plan.

If credits apply the overall duration will alter and a schedule of exemptions will be provided

Fee for Service – No Government Subsidies

Material Fee: \$340.00 Inc. GST

Enrolment Fee: \$110.00 Inc. GST

Tuition Fee: \$8,000.00

Total Payable: \$8450.00

Skills First Program – Victorian Government Subsidy

Material Fee: \$340.00 Inc. GST

Enrolment Fee: \$110.00 Inc. GST

Tuition Fee: \$0.00

Total Payable: \$450.00

Concession: \$NA

* Materials include: PowerPoint hand out, Learner guide/Student workbook, Simulated Project workbook, Text books, learning journal, workplace log book, assessments, /trainer/assessor

All our courses are delivered with Victorian and Commonwealth government funding. Eligibility criteria applies. For any further information refer to the student handbook and information pack

More information



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