CHC32015 Certificate III in Community Services

On-line Delivery – Enrol Anytime

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| **Course Summary**  This qualification reflects the role of entry level community services workers who support individuals through the provision of person-centred services. Work may include day-to-day support of individuals in community settings or support the implementation of specific community-based programs.  At this level, work takes place under the direction of others and supervision may be direct or indirect. Work may take place in a range of community services organisations.  **Career Prospects**  This level is appropriate for support workers, case workers and client contact officers and generally, these positions:   * Have direct contact with clients * Identify presenting needs * Refer to appropriate services and support. |
| Where a student is not currently working in the Community Services industry they will be required to obtain either paid or unpaid opportunities for suitable practical work in the form of volunteer work or paid employment for at least one day a week. Before you commence you will need to have obtained a Working with Children Blue Card.  The course will be delivered on-line with telephone, email and tutorial support provided by the teacher.  **Entry Requirements**  It is highly recommended that students have the following:   * have completed Year 10 or equivalent * be self-motivated and have sound English skills. * have basic computer skills * have access to a computer with a suitable internet connection * understand how to connect to the internet * understand internet browsing and have access to the appropriate browser (Google Chrome or Firefox). * access and use of the CQU student email account (all instructions for commencement of your training will be delivered through your student allocated email address issued on enrolment). * have access to the Microsoft Office software including Word and Power Point. * be familiar with using USB sticks to store and retrieve electronic material * upload and download documents to/from the online course |

**The program CHC32015 – Certificate III in Community Services is subsidized under the Certificate 3 Guarantee. Check when you enrol to see if you are eligible**.

**Course Resources**

All resources will be provided on-line and free of charge when you are enrolled into each individual unit of competency. You will be provided with instructions on how to access the learning and assessment emails. If you wish to purchase paper-based versions of the electronic resources, you will need to order and pay for these yourself.

There is one compulsory textbook that you are required to purchase for this course entitled “Community Services Intervention: An introduction to direct practice and you will be provided with instructions on how to purchase this book when you enrol.

**What do I have to Study to get the Certificate III?**

There are a total number of 12 units of competency which all have to be successfully completed to gain the full Certificate III in Community Services (CHC32015). This is comprised of 5 core units and 7 elective units and will be delivered in the following order.

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| **UNIT CODE** | **UNIT NAME** | **CORE/ELECTIVE** |
| CHCLEG001 | Work legally and ethically | E |
| CHCCOM005 | Communicate and work in health or community services | C |
| CHCDIV001 | Work with diverse people | C |
| HLTWHS002 | Follow safe work practices for direct client care | C |
| HLTWHS006 | Manage personal stressors in the work environment | C |
| CHCPOL001 | Contribute to the review and development of policies | E |
| CHCCDE003 | Work within a community development framework | E |
| CHCCCS019 | Recognise and respond to crisis situations | E |
| CHCPRT001 | Identify and respond to children and young people at risk | E |
| CHCYTH001 | Engage respectfully with young people | E |
| CHCCCS016 | Respond to client needs | C |
| CHCCOM001 | Provide first point of contact | E |

For further information or to express an interest in commencing this course please email: VET-Community-Service-Mackay@cqu.edu.au