




Wesley Vocational Institute

RTO Code 90091

CHC32015 Certificate III in Community Services

Course details

e-Information session:	<u>Click here or scan QR code to watch the information session before applying, see below.</u>	
Course dates:	February 2024 to March 2025	
Course duration:	13 months	
Online / Virtual Classroom:	Recurring every 2 weeks	
Location:	Trainer led virtual classroom and workplace	
Work experience/placement:	40 hours	
Trainer/Assessor:	TBC	
Cost:	This training is subsidised by the NSW Government. Student fees may apply.	

About the course

Help others and make a difference in your community. If you're looking to take your skills in the Community Services sector to the next level, we have the perfect opportunity for you!

As part of this program, you'll get to engage in a variety of activities that could range from offering day-to-day support to individuals in community settings to assisting in the implementation of exciting community-based programs.

Who should enrol

Our program is perfect for passionate and caring individuals like you who want to receive formalised skills and accredited training in the community services sector. Whether you're just starting out or looking to level up your existing skills, we've got you covered. So why wait? Come join us and let's make a positive impact together!

Learning outcomes

By successfully completing our program, you'll develop a deep understanding of how to support and promote social welfare within your community.

But that's not all! You'll also learn essential communication skills to promote the needs, interests, and rights of your clients. You'll be a pro at advocating for those who need it most and making sure that everyone's voice is heard loud and clear.

Attendance, study load and student support

Here's what you can expect:

- Attend virtual 3-hour tutorials and participate in simulated activities
- Complete online e-learning, online assessments and practical assessment, which typically require 20-25 hours per unit of competency.
- Self-directed learning activities spread out over 13 months of the program, including individual research in your own time, 3-5 hours per unit of competency.
- You'll also have access to remote tutoring sessions scheduled with your trainer when you need individualised support.

Don't worry, we'll provide all the details and expectations for each activity in your individual training plan. And if you need help, student support is available.

Let's get started on your journey to success.

Work experience/placement

- Complete a log book evidencing a minimum of 40 hours of work placement in the community services sector (your current role in community services sector may contribute to these hours)
- Your trainer will undertake skills and observation assessments at appointed intervals.

Assessment

We want you to succeed in our program, and assessment is a key part of that.

Assessment will be a mix of activities, including written tasks, oral questions, and skills demonstrations. These assessments will take place in both simulated and actual work environments, so you can get a real feel for what it's like to work in the field.

We want to make sure you have everything you need to succeed, which is why we need your consent to video record yourself. This will help us gather and submit workplace assessment evidence relating to specific performance tasks and give us a better idea of how we can support you throughout the program.

So, let's work together to achieve your goals, and make sure you're ready to take on whatever the world throws your way!

Entry requirements

Wesley Vocational Institute has set the following entry requirements for enrolment in this course:

- Be an Australian/New Zealand citizen, Australian Permanent Resident.
- Satisfactory level of language, literacy and numeracy.
- Ability to commit to attendance and study load and work experience/work placement requirements for this course
- Reliable computer and internet access.
- Provide evidence of vaccination status in line with Public Health Orders for work placement.
- Willingness to complete:
 - A volunteer Working with Children Check.
 - Australian National Police Check. **
 - New Worker NDIS Induction Module.
 - NDIS Workers Screening Check.

**** Due to the duty of care requirements of service providers, individuals with disclosable court outcomes may not be given access to services for the purpose of completing their work experience – please consider this prior to enrolling. If you wish to have a confidential discussion regarding this matter, please contact our office via the details provided below.**

Course fees

This training is subsidised by the NSW Government. Student fees may apply.

Visit **www.smartandskilled.nsw.gov.au** for further information and contact us to find out if you are eligible for fee concessions. All course material is provided and inclusive with course fee.

How to apply

Step 1: [Click here](#) or scan the QR code to apply.

Step 2: A WVI representative will contact you with information session details.

Step 3: WVI representative will provide you with your Smart and Skilled eligibility notification.

Step 4: Attend WVI information session and complete mandatory language, literacy and numeracy (LLN) assessment.

Step 5: Upon completion of the LLN, a WVI representative will advise if you have been accepted into the course and provide you with your detailed Training Plan.



Enrolment documentation

- ☐ Unique Student Identifier (USI) number (apply here www.usi.gov.au)
- ☐ Photo ID (e.g. driver's license, photo card, passport)
- ☐ Medicare card
- ☐ Visa and or evidence of residency in NSW
- ☐ Proof of eligible welfare payment e.g. Centrelink income statement – if applicable

Other important information

Participant numbers for this course are strictly capped to ensure optimal learning conditions. Please contact us on 1800 676 039 if you have any questions.

CHC32015 Certificate III in Community Services

HLTAID011 Provide first aid**	CHCCCS009 Facilitate responsible behaviour**
CHCCOM005 Communicate and work in health or community services	CHCCOM001 Provide first point of contact**
CHCDIV001 Work with diverse people	CHCGRP001 Support group activities**
HLTWHS002 Follow safe work practices for direct client care	CHCVOL001 Be an effective volunteer **
HLTWHS006 Manage personal stressors in the work environment	CHCCCS016 Respond to client needs
CHCADV001 Facilitate the interests and rights of clients **	BSBCMM211 Apply communication skills**

**Elective units of competency are subject to change dependant on industry need.

For further information about Wesley Vocational Institute or the courses we offer call 1800 676 039 or visit wesleymission.org.au.

View our Wesley Mission privacy policy [here](#) or download a copy [here](#).