



# Wesley Vocational Institute

RTO Code 90091

## CHC32015 Certificate III in Community Services

### Course details



<b>Information session:</b>	<a href="#"><u>Click here or scan QR code to register for the information session before applying below.</u></a>
<b>Course dates:</b>	Expressions of interest to start in January 2024
<b>Course duration:</b>	22 Weeks
<b>Online / Virtual Classroom:</b>	2 Days per week, 9:30am-2:30pm
<b>Location:</b>	Face-to-face in Western / South Western Sydney
<b>Work experience/placement:</b>	40 hours
<b>Trainer/Assessor:</b>	TBA
<b>Cost:</b>	<a href="#"><u>This training is subsidised by the NSW Government Smart and Skilled Funding.</u></a> 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

You will be required to:

- Attend all scheduled tutorials, workshops and simulated activities including two tutorials per week (10 - 12 hours per week spanning 22 weeks);
- Undertake theory and practical assessment activities (up to an average 20 - 25 hours per week of the program);
- Undertake self-paced learning activities over 22 weeks of the program, including individual research in your own time (estimated at 8 - 10 hours per unit of competency for the average learner).

Details and expectations on activities will be provided in individual training plans. Student support is available prior to and at the end of each session. Scheduled support sessions will also be available.

## 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 NSW Government Smart and Skilled Funding. Student fees may apply. Visit [www.smartandskilled.nsw.gov.au](http://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](http://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

CHCCOM005 Communicate and work in health or community services	CHCADV001 Facilitate the interests and rights of clients**
CHCCOM001 Provide first point of contact**	HLTAID011 Provide first aid**
HLTWHS002 Follow safe work practices for direct client care	CHCCCS004 Assess co-existing needs**
CHCPRP001 Develop and maintain networks and collaborative partnerships**	CHCDIV001 Work with diverse people
HLTWHS006 Manage personal stressors in the work environment	CHCCCS016 Respond to client needs
CHCMHS001 Work with people with mental health issues**	CHCLEG001 Work legally and ethically**

\*\*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](http://wesleymission.org.au).**

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