



# Wesley Vocational Institute

RTO Code 90091

## CHC32015 – Certificate III in Community Services

### Course details

<b>Enrolment Day:</b>	26 <sup>th</sup> June 2024 – Wednesday 9am – 2.30pm
<b>Information Session:</b>	19 <sup>th</sup> June 2024 – Wednesday 10am – 11am
<b>Course duration:</b>	9 Months
<b>Face to face workshops:</b>	Monday 9.00-2.30pm
<b>Location:</b>	4/66 Clarence Street Port Macquarie
<b>Trainer/Assessor:</b>	Maryanne Kay

### About the course

This program offers individuals the opportunity to gain a qualification and experience that provides a pathway into the disability sector.

### Who should enrol

Individuals seeking the opportunity to receive accredited training in the community and disability sector. Applicants should possess a calm, patient nature and should be capable of operating within an environment that deals with a broad range of challenging social and welfare related issues.

### Learning outcomes

Successful completion of this course will enable you to gain a nationally accredited qualification in a sector that offers opportunities for employment within programs that assist many “at risk” members of our communities.

## Attendance, study load and student support

You will be required to:

- Attend all scheduled face to face classroom delivery organised with your trainer (including simulated activities), (excluding course breaks);
- Participate in all required online e-learning, which includes self-paced online e-learning;
- Undertake self-directed learning activities, including individual research in your own time (estimated at 10 – 15 hours per unit of competency for the average learner). Details and expectations on these activities will be provided in your individual training plan; and
- Undertake theory and practical assessment activities (approximately 20 - 25 hours per unit of competency).

Student support is available prior and at the end of each session. Scheduled support sessions will also be available.

## Work experience/placement

- Complete a minimum of 40 hours of work placement within the twelve month program.
- Work experience is to be organised by each individual student with the support of your trainer within a community service area of your choosing.
- Work experience days, times and frequency to be arranged by each individual in order to accommodate any existing care requirements.
- The Trainer/Assessor will require each learner to complete a logbook and reflection journal based on their experiences along with requesting a supervisor's evaluation to identify skills strengths and development opportunities.

## Assessment

Assessment will include a range of activities such as written tasks, oral questions and observation within a simulated community services environment and during your workplacement in the workplace.

## Entry requirements

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

- Satisfactory level of language, literacy and numeracy;
- Access to a computer with MS suite or similar applications and reliable internet
- Eligibility and willingness to engage in a Traineeship
- Willingness to complete an Australian National Police Check\*
- Willingness to complete a Working With Children Check
- Ability to commit to attendance, study load for this course; and
- Be an Australian or New Zealand citizen or Australian Permanent Resident.
- Covid Vaccinations + Boosters

*\* 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. See [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.

## How to apply

- Step 1:** Contact the Port Macquarie office on 6588 1700 or [mel.williams@wesleymission.org.au](mailto:mel.williams@wesleymission.org.au) to register your interest
- Step 2:** Complete the enrolment documentation (link listed below)
- Step 3:** The WVI Course Advisor will provide you with your Smart and Skilled notification quote, advising you of any course fees that may be applicable.
- Step 4:** Attend the WVI information session and complete mandatory language, literacy and numeracy assessment.

## Enrolment documentation

Please scan the below QR code or click the link to fill out an enquiry form:

**[Enquire/Enrol now](#)**



**[CLICK HERE](#)**

## Other important information

CHC32015 Certificate III Community Service (Disability)	
CHCCOM005 - Communicate and work in health or community services	CHCMHS001 - Work with people with mental health issues
CHCDIV001 - Work with diverse people	HLTAID011 Provide first aid
HLTWHS002 - Follow safe work practices for direct client care	CHCDIS020 – Work effectively in disability support
HLTWHS006 - Manage personal stressors in the work environment	CHCDIS011 – Contribute to ongoing skills development using a strengths based approach
CHCCCS016 - Respond to client needs	CHCADV001 - Facilitate the interests and rights of clients
CHCCCS005 – Conduct individual assessments	CHCGRP001 – Support group activities

Participant numbers for this course are strictly capped to ensure optimal learning conditions. Please contact us on 6588 1700 if you have any questions.

*\* The NSW Department of Education has recognised our organization as a High Performing Provider.*