



Wesley Vocational Institute

RTO Code 90091

CHC42021 – Certificate IV in Community Services

Course details

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| Information session: | Upon Application of enrolment and USI Transcript |
| Course start date: | 22nd July 2024, 9.30am - 2.30pm |
| Course duration: | 10 – 16 months dependant on previous relevant studies |
| Attendance Requirements: | Face to Face on a fortnightly basis |
| Location: | Newcastle Hub 15 Denison Street Newcastle |
| Work experience/placement: | 40 hours of reflection within the workplace |
| Trainer/Assessor: | TBA |

About the course

This program offers individuals the opportunity to gain qualifications and experience that provides a pathway to many areas within the community services sector.

Who should enrol

Those who are working within the community services industry who would like to further their education and who are committed to increasing their skills, knowledge and expertise across the fields of community services or leadership and management.

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 simulated activities as scheduled throughout program
- Participate in all required 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 via phone, email, face to face or via the e learning platform

Work experience/placement

- Complete a minimum of 40 hours of reflection within the work place.
- The Trainer/Assessor will require each learner to complete a 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 work placement.

Entry requirements

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

- Adjustments will be made to accommodate credit transfers for participants who have completed their Certificate III in Community Services (CHC32015) or similar
- Satisfactory level of language, literacy and numeracy
- Access to a computer with MS suite or similar applications and reliable internet
- Willingness to commit to the required study load based on your individual training plan

Course fees

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

See 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: Please register your interest by contacting our Newcastle Office on 4915 3641 or email sally.whiteley@wesleymission.org.au or scan the below QR Code to complete an enrolment enquiry link

<https://enrol.vetenrol.com.au/?clientID=VT-WESLEY&occuID=105400>



Step 2: Our WVI representative will provide you with your Smart and Skilled notification quote, advising you of any course fees that may be applicable.

Step 3: Upon completion of your LLN our WVI representative will advise you 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 usi.gov.au)
- Proof of welfare status (if applicable)
- Certified copies of qualifications to request for Credit Transfer

Other important information

Participant numbers for this course is strictly capped to ensure optimal learning conditions.

| CHC42021 Certificate IV in Community Services | |
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| CHCDIV001 - Work with diverse people | HLTWHS002 – Follow Safe work Practices for client care |
| CHCLEG001 - Work legally and ethically | CHCPRP001 – Develop and maintain networks and collaborative partnerships |
| CHCCOM002 – Use communication to build relationships | CHCADV001 - Facilitate the interests and rights of clients |
| CHCCCS004 – Assess co-existing needs | CHCCCS020 - Respond effectively to behaviours of concern |
| CHCMHS001 – Work with people with Mental Health Issues | CHCCCS019 – Recognise and respond to crisis situations |
| CHCCOM001 – Provide first point of contact | CHCPRP003 – Reflect on and improve professional practice |
| CHCCCS038 – Facilitate empowerment of people receiving support | HLTWHS006 – Manage personal stressors in the work environment |
| CHCDFV001 – Recognise and respond appropriately to domestic and family violence | |

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