



## Community Service

CHC32015

### Certificate III in Community Services

All information correct as of Apr 2019

#### ABOUT THE COURSE

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.

#### JOB ROLES

- Residential Support Worker
- Aboriginal Intake and Referral Worker
- Community care worker
- Client Contact, Aboriginal Community Development Worker
- Welfare Support Worker
- Support Worker (Community Services)

#### PATHWAYS FROM THIS QUALIFICATION

After completing the Certificate III in Community Services the participant may continue further qualifications in this industry including Certificate IV qualifications.

#### COURSE REQUIREMENTS

There are no entry requirements for this course.

#### COURSE LOCATION, DURATION AND MODE OF STUDY

- Locations:** Batchelor campus  
**Duration:** 1 year full time study  
2 year part time study  
**Mode:** Workshop (on campus)  
**Workshops:** This course includes approx. 10 x 1 week workshops

#### COURSE FEES

Students who are Northern Territory (NT) residents and wish to enrol in a course that is subsidised by the Northern Territory and/or Commonwealth Government will be charged fees.

Once a student is enrolled with Batchelor Institute, they will receive an invoice for the Course Fees incurred in a specified teaching period and/or year. Course Fees will be determined at the time of the enrolment by Student Administration staff and are payable to Batchelor Institute by the student.

Freecall 1800 677 095  
Email [enquiries@batchelor.edu.au](mailto:enquiries@batchelor.edu.au)  
RTO provider 0383

[batchelor.edu.au](http://batchelor.edu.au)



**Batchelor  
Institute**

The fees will be charged at:

- \$2.00 per nominal hour for enrolment
- \$0.00 per nominal hour for Recognition of Prior Learning (RPL)

Students are eligible to apply for a fee exemption in accordance with Fee Exemption rules for the relevant year

<https://www.batchelor.edu.au/students/fees/fee-exemption/>

More information regarding course fees and paying course fees can be found on the Batchelor Institute website

<https://www.batchelor.edu.au/students/fees/>

## MATERIALS AND EQUIPMENT

The learner must provide the following materials and equipment:

- Basic stationery—paper, pencil, pen

## COURSE REQUIREMENTS

12 units are required

Core Units (5 required)

Unit Code	Unit Title	Nominal Hours
CHCCCS016	Respond to client's needs	60
CHCCOM005	Communicate and work in health or community services	30
HLTWHS002	Follow safe work practices for direct client care	25
CHCDIV001	Work with diverse people	40
HLTWHS006	Manage personal stressors in the work environment	25

Elective Units (7 required)

Unit Code	Unit Title	Nominal Hours
CHCCCS015	Provide individualised support	30
CHCCCS017	Provide loss and grief support.	55
CHCCCS019	Recognise and respond to crisis situations	45
CHCDFV001	Recognise and respond appropriately to domestic and family violence	50
CHCEDU009	Provide parenting, health and well-being education	75
CHCPRT001	Identify and respond to children and young people at risk	40
HLTAID003	Provide First Aid	18
CHCDIS007	Facilitate the empowerment of people with a disability	100

## General information

### BACHELOR INSTITUTE ENTRY REQUIREMENTS

#### Literacy and Numeracy

When you enrol in a course at Batchelor Institute, you should be able to speak, read and write in English at the level required for the course you are undertaking. If you need help to improve your literacy and numeracy skills, there are specific courses and other assistance available.

#### Minimum age for students

Students must meet the minimum age requirement to be able to enrol with Batchelor Institute. The minimum age will depend on several factors.

Where:

- Training is delivered in a regional or remote community, and the student no longer engages and/or participates in secondary schooling, the student must be 15 years or older at the time training commences
- Training is delivered on the Batchelor Campus or Desert People Centre Campus, and where the student attends training during the day, but are not accommodated overnight, the student must be 17 years or older at the time training commences; or
- Training is delivered in any location, and the student requires to be travelled by Batchelor Institute to a training delivery location, the student must be 18 years or older at the time training commences.

### ABSTUDY

You will need to apply to ABSTUDY once you have enrolled at Batchelor Institute so your travel can be arranged (if travel is

applicable). To do this you will need to obtain a VET Enrolment and Fees Invoice from the Institute and then take it to your nearest Centrelink Office, to complete an ABSTUDY application.

## **STUDENT TRAVEL**

If you have to live away from home while you are attending a workshop, your travel, accommodation and meals will be organised and paid for, by Batchelor Institute, if you are in receipt of ABSTUDY and are enrolled in a course subsidised by the NT Government.

## **RECOGNISING YOUR KNOWLEDGE**

Batchelor Institute recognises the importance of skills and knowledge that you may already have. You may have gained these through other work or study you have done or through life experience.

Recognition of Prior Learning (RPL) is a process that tries to match these skills and knowledge to the outcomes of your course to assess whether you have achieved the required learning outcomes. If you think you are eligible for RPL, contact us for more information.

Batchelor Institute also recognises qualifications and statements of attainments gained from any other Australian Registered Training Organisation, where nationally accredited training has been undertaken. This form of recognition may include Credit Transfers.

## **EDUCATIONAL AND STUDENT SUPPORT**

Students who have been identified as needing extra support services besides those already identified will have the extra support identified within their individual training plan and the support services will be arranged accordingly.

### **Student Support**

Freecall: 1800 677 095 | Email: [student.support@batchelor.edu.au](mailto:student.support@batchelor.edu.au)

## **TIMETABLES**

Timetables for students attending workshops at the Batchelor or Desert Peoples Centre Campuses can be found here:  
<https://www.batchelor.edu.au/students/timetables/>

## **OTHER COURSES**

Batchelor Institute offers many VET courses across a range of different disciplines. You can study courses relating to community services, construction, health, business, education, resource and infrastructure and creative arts.

To get more information about Batchelor Institute and the courses we offer, go to:  
<https://www.batchelor.edu.au/students/courses/vet-courses/>

## **FOR MORE INFORMATION**

Please visit: <https://training.gov.au/Training/Details/CHC32015>