



VET DELIVERED TO SECONDARY SCHOOLS OPTION
THIS COURSE CAN BE CHOSEN AS PART OF A VCAL COURSE

CHC22015

CERTIFICATE II IN COMMUNITY SERVICES

This qualification will provide you with the practical skills and knowledge to participate in local government and community organisations that seek to encourage and assist community groups to identify their needs, and plan and develop appropriate services and facilities to meet those needs. You will learn about the community services sector and ethical behavior. You will also develop skills in communication, information provision and processing, administration support, networking and group support.

WHEN?

Wednesdays, 9.00am - 2.30pm

Start: February

End: November

WHERE?

Foundation Learning Centre
1 Malcolm Court,
Narre Warren 3781

UNITS OF COMPETENCY

UNIT CODE	UNIT NAME	C/E	NOM HRS
CHCHCOM001	Provide first point of contact	C	35
CHCCOM005	Communicate and work in Health or Community Services	C	30
CHCDIV001	Work with diverse people	C	40
HLTWS001	Participate in workplace health and safety	C	20
BSBWOR202	Organise and complete daily work activities	C	20
BSBWOR201	Manage personal stress in the workplace	E	40
BSBINM201	Process and maintain workplace information	E	30
CHCLEG001	Work legally and ethically	E	55
CHCCDE003	Work within a community development framework	E	65

PATHWAYS

Students completing this course can continue on to (CHC32015) Certificate III in Community Services or seek employment within the Community Services sector.

HOW TO ENROL?

For further information about this course, please contact your school VET Coordinator.

PACKAGING RULES

Total number of units = 9

5 core units plus 4 elective units of which:

- at least 2 elective units must be selected from the elective units listed
- up to 2 elective units may be selected from the elective units listed, or any currently endorsed Training Package or accredited course at the same qualification level

Units are subject to change due to VCAA and Training Package requirements.



**FOUNDATION
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A Progressive Approach to Learning

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Nationally Recognised Training