



The Diploma of Community Services reflects the roles of community services, case management and social housing workers involved in managing, coordinating and/or delivering person-centred services to individuals, groups and communities.

You will develop the skills to work with a wide range of clients including children and young people, families, older people and clients from culturally diverse backgrounds, and will assist them through a range of social and personal issues including family support, homelessness, domestic violence and drug and alcohol issues.

At this level, workers have specialised skills in community services and work autonomously under broad directions from senior management. Workers are usually providing direct support to individuals or groups of individuals. Workers may also have responsibility for the supervision of other workers and volunteers and/or case management; program coordination or the development of new business opportunities.

Example Job Roles

Community Care Manager, Care Team Leader, Family Services Coordinator, Community Development Worker for Social Housing, Housing Manager, Community Worker, Community Services Coordinator, Case Coordinator, Family Support Worker, Welfare Support Worker, Youth Worker, Disability Team Leader, Community Housing Worker, Community Work Coordinator.

FACE-TO-FACE SCHEDULE

This course is scheduled as: **74 weeks | 20 hours per week | 6 terms | 10 week terms (plus term breaks)**

Homework, reading and assessment tasks are completed between each workshop. We recommend that learners set aside between 3-5 hours per week for homework, reading and assessment tasks.

PATHWAYS

Students can enter directly into the Diploma of Community Services (CHC52015) without prior qualifications. Students may choose to enrol into a double qualification with Certificate III in Individual Support (CHC33015) or Certificate IV in Ageing Support (CHC43015). Applicants who have successfully completed Certificate IV in Ageing Support may be eligible for up to 2 credits towards the Diploma of Community Services (CHC52015).

INVESTMENT

Application Fee (Non-Refundable)*	A\$	300.00
Resource Fee	A\$	200.00
Tuition Fee	A\$	12,000.00
Total	A\$	12,500.00

Per Term (plus * payable first term) A\$ 2,000.00

Recognition of Prior Learning per Unit of Competency A\$ 500.00

Inclusions:

- Course Learning and assessment material
- Qualified industry expert trainer
- Student support
- Coffee and tea
- Certification upon successful completion

WORK PLACEMENT REQUIREMENTS

It is a requirement that students complete 100 hours of work placement (to be satisfactorily signed off by your Work Supervisor and your Alana Kaye Assessor).

In addition, the work placement must be completed in a community service organisation that is within 50 kms of an Alana Kaye College campus. This work placement will be completed at different times throughout your course of study.

You must have a police check and have completed First Aid before commencing work placement (we will assist you to apply for this upon arrival in Australia).

COURSE OUTLINE

This qualification is made up of 16 units of competency (subjects):

- **8 core units** – Units you must complete as part of the qualification
- **8 elective units** – Alana Kaye College have chosen the elective units that we believe are the most beneficial and relevant to the majority of students

UNIT CODE	CORE UNITS
HLTWHS004	Manage work health and safety
CHCCCS007	Develop and implement services programs
CHCDIV003	Manage and promote diversity
CHCLEG003	Manage legal and ethical compliance
CHCCOM003	Develop workplace communication strategies
CHCDEV002	Analyse impacts of sociological factors on clients in community work and services
CHCMGT005	Facilitate workplace debriefing and support processes
CHCPRP003	Reflect on and improve own professional practice

UNIT CODE	ELECTIVE UNITS
CHCCSM004	Coordinate complex case requirements
CHCCCS004	Assess co-existing needs
CHCAOD004	Assess needs of client with alcohol and other drugs issues
CHCCSM006	Provide case management supervision
CHCCSM007	Undertake case management in a child protection framework
CHCCCS019	Recognise and respond to crisis situations
CHCCSM005	Develop, facilitate and review all aspects of case management
HLTAID003	Provide first aid – Must complete practicals