

my *
skills



CHC42015

CERTIFICATE IV IN COMMUNITY SERVICES

Make a difference in people's lives and
learn from real life experts and mentors.



NATIONALLY RECOGNISED
TRAINING

RTO ID #91037

CRICOS #



Learn to **positively influence people's lives** and land an exciting new job or career in **community services** with a company you're proud to work for.





my* skills

My Skills Australia believes deeply in a robust, holistic approach to the notion of being employable and we are proudly disrupting the way skills for the workforce are being taught.

We are a diverse team of thought leaders collaborating to create change with a strong focus on our social responsibility as educators.

Skills Ecosystem

My Skills Australia skills ecosystem is based on Constructiveist theory whereby learning:

- Is a skill in itself
- Is built on over time
- Not taught in isolation
- Is proactive, encouraging social engagement, self-efficacy and hands on activities.

Centres on both Extrinsic and Intrinsic motivation

- **Extrinsic** - having an income to buy things, not relying on others, financial security
- **Intrinsic** - finding meaningful work, a sense of belonging in community, build a legacy and self-worth to pass onto family



What you'll learn

CHC42015

Certificate IV in Community Services

My Skills has designed and developed this certification in partnership with Australian entrepreneurs and business owners.

We know what employers are looking for.

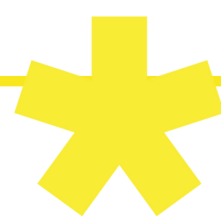
As well as practical, interpersonal and communication skills, this course will also teach you vital workplace skills that will carry your career far beyond entry-level positions.



The new Certificate IV in Community Services from My Skills is the only **accredited** marketing certification in Australia that teaches the skills employers are looking for



Units of Competency



CHCADV001	Facilitate the interests and rights of clients
CHCCCS004	Assess co-existing needs
CHCCOM002	Use communication to build relationships
CHCDIV001	Work with diverse people
CHCLEG001	Work legally and ethically
CHCPRP001	Develop and maintain networks and collaborative partnerships
HLTWHS003	Maintain work health and safety
CHCCCS015	Provide individualised support
CHCAGE001	Facilitate the empowerment of older people
CHCDIS007	Facilitate the empowerment of people with disability
CHCDIS008	Facilitate community participation and social inclusion
CHCCCS006	Facilitate individual service planning and delivery
CHCDIV002	Promote Aboriginal and /or Torres Strait Islander cultural safety
CHCCCS001	Address the needs of people with chronic disease
CHCCSM005	Develop, facilitate and review all aspects of case management

Resources



Provided

- Learner Guide
- Class Activity Book
- Presentations (Powerpoint)
- Self-study guides
- Access to My Skills Australia Canvas Platform
- Student Assessment Pack

Required

(Student MUST provide)

Students participating in this course MUST have access to:

- Devices including required hardware, internal hardware and peripheral components for installation and configuration, including:
 - A mobile smartphone
 - Tablet
 - Computer
- A digital video recording device and/or digital camera and associated software to save and upload video and image files (many mobile phones and smartphones include this technology)
- A software to view online videos and images such as Adobe Reader, Windows Media Player, Windows Photo Viewer etc (available as a download from the internet)

Facts & FAQs

Course Structure, Duration & Delivery

This qualification is offered both online and blended delivery model with 21 hours of face-to-face training per week for 39 weeks, and assessment delivery supported by online learning resources, tasks, and activities. Where required, platforms such as Zoom will be used to provide additional tutorial support. Assessments will be both done face-to-face and via online submission.

Our trainers are selected for their industry experience, practical skills and knowledge, as well as passion for life, people and learning. Trainers employ innovative online training techniques that enable students to apply the knowledge they gain directly to their workplace.

Entry Requirements

Participants must:

- Have completed Australian equivalent* to Year 12 within the student's country of origin IELTS band 6.0 - 6.5
- Hold a relevant Study Visa
- Be 18 years or older
- Achieve competency in spoken and written English and the successful completion of a language, literacy and numeracy review

*Equivalency can be demonstrated by one of the following: a qualification at Certificate III level or higher, OR two years of industry experience in a role that requires the use of written documentation and communication.

Access Requirements

My Skills courses may be conducted via the Internet. You need access to a suitable computer or tablet device with a connection to the internet and an email address. You need to have access to a webcam and/or video recording device such as a mobile phone. Most home computers are suitable.

Recognition of Prior Learning & Credit Transfer

My Skills is committed to the concept of lifelong learning i.e. the ability of a person to continually build on their own knowledge through formal and workplace learning throughout their lifetime.

My Skills is pleased to be able to offer Recognition of Prior Learning (RPL). Once your existing learning has been determined, you are on your way to increasing your knowledge without having to study what you already know again.

Credit Transfer is the recognition of learning achieved through formal education and training. Under the Australian VET Framework, qualifications and statements of attainment issued by any RTO must be accepted and recognised by all other RTOs. Credit Transfer allows a

student to be awarded a unit of competency based on successful completion of the unit which has been previously awarded.

Assessment Criteria

Assessment methods include observation, oral questioning, written/knowledge tests, case study, portfolio of evidence, simulation, presentations, practical tasks and third-party reports.

Payment Terms & Funding Options

\$100 deposit to be paid prior to course commencement. Weekly payment plans are available. Total course fee is \$6,880.

Award

Upon successful completion, the student will be awarded a Certificate IV in Information Technology which is recognised under the Australian Qualifications Framework.

Refunds & Cancellations

No refund or cancellation is available for online courses.

Discretion may be exercised by the Chief Executive Officer (CEO) if the student can demonstrate that the extenuating personal circumstance led to their withdrawal. In these cases, the student should be offered a full credit toward the tuition fee in another scheduled program in lieu of a refund. The CEO may also authorise a refund of tuition fees if the circumstances require it.

Where refunds are approved, the refund payment must be paid to the student within 14 days from the time the student gave written notice to cancel their enrolment. Tuition refunds are to be paid via electronic funds transfer using the authorised bank account nominated by the student on the Refund Request Form.

Student Guarantee

If for any reason My Skills is unable to fulfil its service agreement with a student, My Skills must issue a full refund for any services not provided. The basis for determining "services not provided" is to be based on the units of competency completed by the student which can be issued in a statement of attainment at the time the service is terminated.

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APPLY NOW

myskillsaustralia.edu.au • 02 8814 8640



Contact Us

-  02 8814 8640
-  hello@myskillsaustralia.edu.au
-  11/15 Valediction Road
Kings Park NSW 2148
-  'Like' Us on Facebook
-  'Follow' Us on Instagram

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