VCE VET COMMUNITY SERVICES

CHC20108 Certificate II in Community Services
(Community Services or Children’s Services)

VCE VET Community Services is fully delivered on campus at Box Hill Institute on a Wednesday afternoon. This program provides students with the knowledge and skills to enhance their employment prospects in the community services sector. Completion of the certificate provides a pathway into Certificate III in Aged Care or Certificate III in Children’s Services. Students will learn about the community services sector and explore specific contexts of work; they will develop skills in communication, information provision and processing, administration support, networking and group support.

This program can provide pathways into work or further study in community services, in areas such as child care, aged care, home and community care, drug and alcohol work, disability work, social housing or mental health work. With additional training and experience, future employment outcomes may include a community health worker, counsellor, out of hour’s carer, school support worker, and case manager.

**VCE VET Units 1 & 2** covers topics such as OHS procedures, First Aid, working with others, organisational policies and procedures and a choice of electives depending on chosen stream (Children’s or Community services)

**VCE VET Units 3 & 4** Major topics covered include orientation to work in the leisure and health industry, operate under a case work framework, support group activities and a choice of electives depending upon chosen stream:
- Develop an understanding of children’s interests and developmental needs
- Deliver services/activities to stimulate children’s development and enhance their leisure
- Apply a community development framework
- Advocate for clients

**Pre- requisites**

Students wishing to gain entry to Units 3 & 4 must have completed Units 1 & 2, or equivalent, or provide evidence of prior learning. Students wishing to enrol must first seek approval from the VET coordinator Sandy Toohey.

**PATHWAYS ……where may this program lead?**

On successful completion students will be eligible for the award of Certificate II in Dance

- Degree courses in Health Administration, Health Promotion, Occupational Health, Nursing, Social Work, Early Childhood Studies (Primary Education), Psychology, Disability Studies
- Traineeships in community work, Massage
- Limited opportunities for direct employment from VCE

Before finalising units consult a careers adviser and check:
- Tertiary entry requirements - Prerequisite and/or recommended units
- Special entry requirements eg folio, interviews
TWO YEAR PROGRAM

CHC20108 Certificate II in Community Services

<table>
<thead>
<tr>
<th>Year</th>
<th>English 1</th>
<th>COMMON UNITS</th>
<th>RECOMMENDED UNITS</th>
<th>SUGGESTED ELECTIVES – choose two</th>
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</thead>
</table>
| 11   |           | VCE VET Community Services 1 | Health & Human Development 1 | • Maths 1  
• Legal Studies 1  
• Business Mgt 1  
• Outdoor & Environmental Education 1 |
|      |           |             | Psychology 1      |                               |
|      |           | VCE VET Community Services 2 | Health & Human Development 2 | • Maths 2  
• Legal Studies 2  
• Business Mgt 2  
• Outdoor & Environmental Education 2 |
|      |           |             | Psychology 2      |                               |

<table>
<thead>
<tr>
<th>Year</th>
<th>English 3</th>
<th>COMMON UNITS</th>
<th>RECOMMENDED ELECTIVES – choose one</th>
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<td></td>
<td>VCE VET Community Services 3</td>
<td>Health &amp; Human Development 3</td>
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</tbody>
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|      |           |             | Psychology 3  
• Maths 3  
• Legal Studies 3  
• Business Mgt 3  
• Outdoor & Environmental Education 3 |
|      |           | VCE VET Community Services 4 | Health & Human Development 4 |
|      |           |             | Psychology 4  
• Maths 4  
• Legal Studies 4  
• Business Mgt 4  
• Outdoor & Environmental Education 4 |

CONTRIBUTION TO THE VCE

Upon successful completion of the Certificate II in Community Services students are eligible for credit of up to five VCE VET units: up to three units at Units 1 and 2 (depending on the electives chosen) and two units at Units 3 and 4.

ATAR CONTRIBUTION

Students wishing to receive an ATAR contribution for the Units 3 and 4 sequence of VCE VET Community Services must undertake scored assessment for the purpose of achieving a study score. This study score can contribute directly to the primary four or as a fifth or sixth study. Before enrolling students are advised to check VCE and ATAR contribution. Information available at [http://www.vcaa.vic.edu.au/vet/programs/community/commservice.html](http://www.vcaa.vic.edu.au/vet/programs/community/commservice.html)

Fees

Fees are designated by Box Hill Institute. Booklists and material fees are distributed at course enrolment as advised by Box Hill Institute. The materials fee applicable to this program in 2012 was $55.

Please note that there is an exit fee for students who discontinue the program after the approved cut off date.

Information current at May 2012