



## CHC62015 **Advanced Diploma of Community Sector Management**

New Futures Training provides nationally accredited vocational training and employment support for people from migrant, refugee and asylum seeker background.

As a **not-for-profit**, community organisation we are committed to creating opportunities for diverse communities. Our courses are industry focused, language supported and affordable.

### **Course overview**

The Advanced Diploma of Community Sector Management prepares you to take on a middle or upper management and leadership role in the community and care sector.

**Ideal for people currently employed in the community sector and looking to upskill**, this qualification will help you develop the skills required to bring the best out of your team, enhance your upper level management skills and put you at the forefront of community sector management.

### **Outcomes**

This qualification can lead you to job roles such as:

- Team Leader
- Children's Services Coordinator
- Disability Team Leader
- Job Coordinator
- Local Area Coordinator
- Community Education Manager
- Community Services Manager
- Volunteer Program Manager
- Program area Manager
- Project Manager

### **Delivery mode**

- Online
- Remote Learning

### **Duration**

Approximately **67 weeks**.

Recommended self-study time is a minimum of 10 hours per week.

### **Placement**

No practical placement is required, however it is recommended that students are working in the industry or have access to a community services workplace on a voluntary basis.

## We want to see you succeed!

Here are some of the many services available to you:



### Child care

Leave your child in our care while you study. All our students have access to New Futures Early Learning Centres on campus at discounted rates.



### Payment Plans

All our courses are government funded for eligible persons. We also offer 'Payment Plans' to assist you with the fees.



### Professional Development

Our students enjoy access to short courses, professional workshops and training at heavily subsidised rates.

## Entry requirements

- You will need a minimal level of skills in listening, speaking, reading and writing.
- The minimum age requirement for this course is 18 years.
- Previous industry experience.** Students must be employed or volunteering in a community services/ECEC/AGED/health services workplace.
- Digital capability – students must be computer literate.

## Considerations

Attendance at evening meetings and occasional weekend activities can be expected.

Community work also requires extensive travel within local and regional communities and considerable personal contact with members from all walks of life.

## Fees

Government funding is available for eligible persons.

Please refer to our fees handout, website or contact us on 9383 2533

## Units

### 8 Core units

CHCDIV003	Manage and promote diversity
CHCLEG003	Manage legal and ethical compliance
CHCMGT001	Develop, implement and review quality framework
CHCMGT003	Lead the work team
BSBFIM601	Manage finances
BSBINN601	Lead and manage organisational change
BSBMGT608	Manage innovation and continuous improvement
BSBRISK501	Manage risk

### 5 Elective units

CHCMGT005	Facilitate workplace debriefing and support processes
BSBMGT605	Provide leadership across the organisation
CHCPRP004	Promote and represent the service
CHCCOM003	Develop workplace communication strategies
CHCPOL002	Develop and implement policy

### Coburg (Head Office)

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VICSEG New Futures trading as New Futures Training TOID: 21203.  
This training is delivered with Victorian and Commonwealth Government funding. Eligibility criteria apply.  
We encourage individuals with disabilities to access our training.