Certificate IV in Youth Work

TAFE NSW Course Number: CHC40413-01V04 (20OTE-001)
National Course Code: CHC40413
Nominal Hours: 912

Course description
This qualification reflects the role of workers who develop and facilitate programs for young people through a range of community-based programs designed to address the social, behavioural, health, welfare, developmental and protection needs of young people.

This work may be undertaken through employment in community, government and youth sector agencies and workers will be:
- responsible for implementing policies and guidelines of the employing organisation
- largely self-directed with fairly autonomous decision-making capacity under the indirect supervision of a manager.

No licensing, legislative or certification requirements apply to this qualification at the time of publication.

ENROLLING IN FIRST AID UNITS OF COMPETENCY
If you are seeking to enrol in a First Aid unit of competency you are advised that to complete the unit you must be able to perform basic life support skills, for example control bleeding and perform cardiopulmonary resuscitation (CPR). If you have a disability that would prevent you from performing required basic life support skills you are advised that you will not be able to achieve the unit of competency.

We highly recommend you complete a personalised career and study profile to confirm this course is right for you, you will find the Career Voyage link below.

Other information
**INFORMATION SESSIONS**
There are no information sessions currently scheduled for this course.

**STUDY COMMITMENT**
This is an online course. You will need to complete approximately 10 hours of online study, each week, for your enrolment duration of 18 months.
You can increase the hours of online study per week to complete the course sooner.
You can also expect to complete approximately 4 hours of additional study each week outside of class hours, including independent study, research, practice and assessment preparation.

To ensure you leave us with the most up to date qualification...

If during or after your enrolment, the course in which you are enrolled is updated in line with national industry standards, the Institute reserves the right to transition you into an alternate course. If this becomes necessary, the Institute will advise you of the change and the arrangements which will be available for you to complete your alternate course.

What are the entry requirements? (including Recognition of Prior Learning)

There are no entry requirements for this qualification.

Are there any additional local entry requirements?

A number of courses may require prospective students to provide additional information such as documentation, an expression of interest, evidence that you are already employed as an apprentice, or preferred prior study (or equivalent).

To successfully complete this course, you will need:
- a computer or regular access to a computer
- reliable internet and email access
- access to an appropriate work place
- a valid Working with Children Check for work within NSW (or equivalent)

Work Placement is a requirement of this course. You will need to complete:
- There are no minimum workplace hours required for this course, however to achieve competency you are required to complete a range of assessment tasks in the workplace throughout the course and it is estimated that this could take up to 160 hours.
- You can either be working or volunteering in a youth service, or will need to find a suitable youth service to complete your work placement hours.

Credit (or recognition) for modules/units may be granted based on previous learning, studies, work and/or life experiences. For more information on Credit visit the Credit Pathways page on TAFE Digital website.

Please note: Some industries have their own legislative or licensing requirements. TAFE NSW recognition does not apply to these.

Other requirements

WORK PLACEMENTS

Many TAFE courses have a compulsory work placement component to assist you to apply your learning in a practical environment and you may be required to comply
with some (or all) of the following.

1. NSW HEALTH

Before you commence any clinical placements in NSW Health facilities, you will be required to
• Meet NSW Health’s - Criminal Record Check requirements;
• Sign the NSW Health Code of Conduct form and any other forms, as required by
NSW Health;
• Undertake Occupational Assessment, Screening and Vaccination against Infectious
Diseases and provide your Health Care Worker/Student Vaccination Record Card.

For specific information regarding NSW Health’s requirements, and access to the
required forms, it is recommended that you visit their FAQs for students at:

2. AGED CARE WORK - Before you undertake any clinical placements in Aged Care
Facilities you will be required to undertake a Federal Criminal Record Check. Visit:

3. COMMUNITY AND CHILDREN’S SERVICES

Anyone in child-related work (including student placements and volunteers) MUST
have a current Working with Children Check (students/volunteers free) in line with
the Office of Children’s Guardian phase-in schedule and processes. Visit:
check

4. STUDENT READINESS FOR WORK PLACEMENT

Generally work placements will only occur after there has been a reasonable amount
of student/teacher contact and when the teacher is satisfied that you are ready to
benefit from workplace learning and perform workplace duties. Your teacher can
provide further information.

STUDENT RIGHTS AND RESPONSIBILITIES - For more information visit:

Will I need to undertake Work Placement?

There are no minimum workplace hours required for this course, however to achieve
competency students are required to complete a range of assessment tasks in the
workplace.
• Students are required to arrange work placement by finding a youth service and
approaching them about completing work placement hours and assignments at their
organisation. Students who are currently working or volunteering in a youth service
may complete their workplace hours at their usual place of work.
• Work placement hours and completion of workplace assignments are attached to
each Cluster and must be done progressively throughout the course, however there
are no specific number of work placement hours required per unit.

- Students will need to review the assignments and determine what will be required for completion of each assignment based on their own skills and experience. This should be discussed with your workplace Supervisor who will need to confirm your hours and sign a Supervisor's Statement to advise they have observed specific skills and/or activities.
- While there are no specified workplace hours, it is estimated that this could take up to 160 hours as students studying via distance education will normally require extra hours in the workplace as assessment in simulated environments is not always available.

**Under 17 and wanting to leave school?**

If you are under 17 and want to leave school, your options have been affected by a recent change in NSW law. From January 2010 you must complete Year 10 and then continue in either full-time education, training, paid employment or a combination of these options until you’re at least 17 years of age. More information about options for school students under 17 is available from our website: [oten.tafensw.edu.au/under17](http://oten.tafensw.edu.au/under17)

**What kind of work could I do?**

Youth worker

**Pathway to university or higher education**

Thinking of studying next year? Not sure if you should go to TAFE or uni? Let us help you decide. At TAFE NSW we offer you the flexibility to fast-forward your career with Pathways.

Choosing to study at TAFE before going on to uni can see you graduating and entering a competitive workforce sooner — and not with one, but two, nationally recognised qualifications! For more information visit [oten.tafensw.edu.au/uni](http://oten.tafensw.edu.au/uni)

**What units will I study?**

- CHCAOD001 – Work in an alcohol and other drugs context
- CHCCDE003 – Work within a community development framework
- CHCCOM002 – Use communication to build relationships
- CHCCOM005 – Communicate and work in health or community services
- CHCDIV001 – Work with diverse people
- CHCDIV002 – Promote Aboriginal and/or Torres Strait Islander cultural safety
- CHCGRP002 – Plan and conduct group activities
- CHCLEG001 – Work legally and ethically
- CHCMHS001 – Work with people with mental health issues
- CHCPRP001 – Develop and maintain networks and collaborative partnerships
- CHCPRT001 – Identify and respond to children and young people at risk
- CHCPRT002 – Support the rights and safety of children and young people
- CHCYTH001 – Engage respectfully with young people
- CHCYTH002 – Work effectively with young people in the youth work context
- CHCYTH003 – Support young people to create opportunities in their lives
CHCYTH004 – Respond to critical situations  
CHCYTH010-UNGRADED – Provide services for young people appropriate to their needs and circumstances  
HLTWHS001 – Participate in workplace health and safety  

The above list includes units being offered by TAFE Digital. If licensing in another state other than NSW is required, please check requirements with the relevant state.

**Do I need additional resources to study this course?**

None

**Your learning materials will be provided in:**

Online via the Online Learning Support (OLS) website

**This qualification is completed by:**

- Logging on to the Online Learning Support (OLS) website
- Reading online learning resources
- Successful completion of online quizzes, online forums, written and workplace assignments
- Completing a range of assessment tasks in the workplace
- Maintaining contact with the Teaching Section

**How much is the course?**

**Smart and Skilled Student Fees**

The cost of this course will vary based on your eligibility for a Smart and Skilled Student Fee. Eligibility criteria can be found on the [Smart and Skilled website](https://www.smartskilled.nsw.gov.au) or you can call us on 131 241 for further information and advice.

<table>
<thead>
<tr>
<th>Qualification</th>
<th>Fee</th>
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<tbody>
<tr>
<td>First</td>
<td>$1,990</td>
</tr>
<tr>
<td>Second</td>
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<tr>
<td>Concession</td>
<td>$240</td>
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<tr>
<td>Non-government subsidised fee</td>
<td>$8,430</td>
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**Trainees:** From 2016 if you are starting a traineeship that is on the NSW Skills List, your Smart and Skilled fee for the whole qualification will not be more than $1,000.

This training is subsidised by the NSW government under Smart and Skilled. The student fee you will need to pay, will be determined according to your personal circumstances and eligibility for a subsidised place, you may also be eligible for a concession fee, fee exemption or fee free scholarship. Payment by instalments is available.

You may continue with an enrolment into this course if you are not eligible for subsidised training, however the full training fee will be applicable. There are conditions to enrolment if you are a Temporary Visa Holder. To discuss your visa status and eligibility to enrol please phone 131 601. For further information on fees
and charges please see [https://www.tafensw.edu.au/get-started-at-tele-nsw/fees-information](https://www.tafensw.edu.au/get-started-at-tele-nsw/fees-information)

Please ensure you also read and understand the associated fee policies and conditions related to withdrawal from a course, applying for a refund of fees, applying for a deferral to your studies and if you are behind in payment of instalments.

For full details on TAFE NSW fees and money matters please visit our website: [oten.tafensw.edu.au/fees](http://oten.tafensw.edu.au/fees)

**I would like to talk to someone before I enrol**

Please contact TAFE Digital Customer Service on 131 601.

We are committed to enhancing all students' prospects to reach their potential and achieve a positive future. We recognise that for some students additional support services are fundamental to ensure success. We have the following expert support services available which you may access by calling (02) 9715 8446 or 1300 655 993 to make an appointment: Counselling and Career Development, Disability, Aboriginal, Multicultural, Outreach, Adult Basic Education and Open Learning Centre Support Services.

**Need help deciding?**

Our free online career and study planning tool can help.

You will receive a personalised career and study profile based on your responses. If you would like to discuss your results in person, please contact our Counselling and Career Development Unit by calling 1300 655 993 or 02 9715 8446. To get started click the link below: [www.careervoyage.com.au/oten](http://www.careervoyage.com.au/oten)

**Unique Student Identifier (USI)**

From 1 January 2015, all students participating in Nationally Recognised Training in Australia will need to have a Unique Student Identifier, or USI.

This includes students completing an apprenticeship, skill set, certificate or diploma course.

A USI gives you access to your online USI account and will contain all of your nationally recognised training records and results from 1 January 2015 onwards. Your results will be available in your USI account in 2016.

When applying for a job or enrolling in further study, you will often need to provide your training records and results. One of the main benefits of the USI is that you will have easy access to your training records and results throughout your life.

**How to get a USI**
It is free and easy for you to create your own USI online at [usi.gov.au](http://usi.gov.au). Your local Customer Service office can also provide further information and assistance. If you already have your USI you can enrol with TAFE NSW.

**How do I enrol?**

Enrolling with us is easy, though the exact process does depend on your course and any prerequisites that go with it. Be sure to read all course information carefully to make sure it is the right qualification, location and study type for you. Enrol and pay online via our secure payment gateway to secure your place. As you progress through the enrolment process you will be prompted to provide additional information.

For further information or assistance, call 131 601.

If you are interested in studying as a Trainee please call 131 601 for full details

**Enrol now (click below)**


*Current as at 17/12/2019*