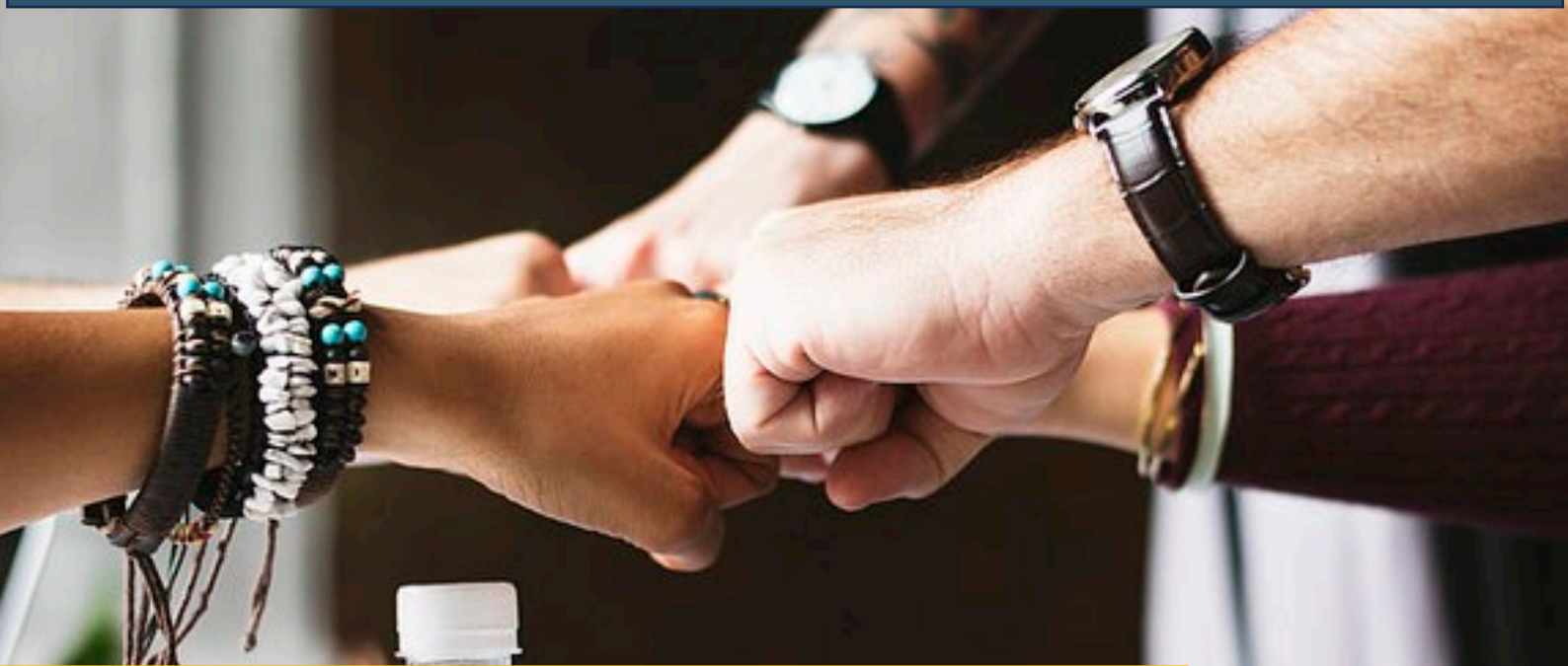




**CHC62015**

**ADVANCED DIPLOMA  
OF COMMUNITY  
SECTOR MANAGEMENT**



**07 3106 3859**



**admin@equinoxcollege.com.au**



**www.equinoxcollege.com.au**



**AT EQUINOX COLLEGE  
WE ARE INTERESTED  
IN LEARNING ABOUT  
YOUR MOTIVATION,  
YOUR GOALS AND  
SUPPORTING YOU TO  
REALISE YOUR  
CAREER DREAMS!**

**Zac Hitchcock  
Director  
Equinox College**

# ABOUT THIS QUALIFICATION

## ENTRY REQUIREMENTS

Ideally, you would have obtained a Certificate IV or Diploma in a community services-based qualification previously, (however, this is not mandatory)

On enrolment you will be required to provide/complete:

- Colour copy of your Driver's Licence or other photo ID
- Unique Student Identification Number (USI) If you do not hold a USI Number or have forgotten your USI Number, please visit the link provided below:  
<https://www.usi.gov.au/students/create-usi>
- Achieve a level of language, literacy and numeracy appropriate for a Certificate IV course via our Language, Literacy and Numeracy Skills Indicator
- Evidence of current employment in a community services environment

The qualification CHC62015 Advanced Diploma of Community Sector Management reflects the role of workers who are middle managers or managers across a range of community sector organisations. These people work independently and report to executive management, directors or boards of management. They undertake a range of functions requiring the application of knowledge and skills to achieve results in line with the organisation's goals and strategic directions.

At this level, workers have responsibility for planning and monitoring service delivery, recruitment and performance management of other paid or unpaid workers, managing risk and contributing to continuous improvement within the scope of their specific role. This may include management of a specific programs or project, or broader management of a community-based organisation, early childhood education service, not-for-profit organisation or community centre.

# OUR PROGRAM

## COURSE DELIVERY



This program is available: Online and Recognised Prior Learning (RPL).

Our online program is delivered over 12 months, where you will have regular check-ins with your trainer to discuss the topic and assessment requirements. A high level of self-directed learning is required by students.

You will be required to demonstrate the practical assessment requirements in your workplace, via video or physical evidence.

## CAREER OUTCOMES

### COMMUNITY SERVICES ORGANISATION OWNER

Owning and managing a community services organisation can be a fulfilling and challenging career. You will have responsibility for compliance, human resources, operations and the welfare of staff and clients

### COMMUNITY SERVICES MANAGER

A Community Services Manager in oversees service delivery, ensures compliance with standards, leads teams, engages with participants for plan development, liaises with stakeholders, and manages budgets.

## AREAS OF EMPLOYMENT

### GOVERNMENT AGENCIES

Working in local, state, or federal government departments that focus on disability services and policy implementation.

### PRIVATE DISABILITY SERVICES

Roles in private companies that specialize in disability services, or in firms as part of their diversity and inclusion initiatives.

### VOCATIONAL EDUCATION

Provide training and assessment services to those wishing to enter the sector

### CONSULTANCY AND ADVISORY ROLES

Providing expert advice and consultancy services in the field of disability services management.



# WHAT YOU WILL STUDY

## FURTHER LEARNING PATHWAYS

This qualification may be a good introductory qualification for people looking to move into further training, such as:

- Bachelor of Community Services
- Bachelor of Business

At Equinox College, on completion of your studies, you will receive a nationally accredited qualification in:

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

There are 13 units of competency to complete:

- 8 core units
- 5 elective units,

We have chosen five (5) elective units which may which serve as assisting with the decision of career pathway or further study opportunities. Speak to our Course Advisor for more information.



# UNITS IN THIS QUALIFICATION

## CORE UNITS

|                   |                                                 |
|-------------------|-------------------------------------------------|
| <b>CHCDIV003</b>  | MANAGE AND PROMOTE DIVERSITY                    |
| <b>CHCLEG003</b>  | MANAGE LEGAL AND ETHICAL COMPLIANCE             |
| <b>CHCMGT001</b>  | DEVELOP, IMPLEMENT AND REVIEW QUALITY FRAMEWORK |
| <b>CHCMGT003</b>  | LEAD THE WORK TEAM                              |
| <b>BSBFIM601</b>  | MANAGE FINANCES                                 |
| <b>BSBINN601</b>  | LEAD AND MANAGE ORGANISATIONAL CHANGE           |
| <b>BSBMGT608</b>  | MANAGE INNOVATION AND CONTINUOUS IMPROVEMENT    |
| <b>BSBRISK501</b> | MANAGE RISK                                     |

## ELECTIVE UNITS

|                  |                                                                                             |
|------------------|---------------------------------------------------------------------------------------------|
| <b>CHCCCS007</b> | DEVELOP AND IMPLEMENT SERVICE PROGRAMS                                                      |
| <b>CHCCCD012</b> | WORK WITHIN ORGANISATION AND GOVERNMENT STRUCTURES TO ENABLE COMMUNITY DEVELOPMENT OUTCOMES |
| <b>CHCCDE013</b> | ESTABLISH AND DEVELOP COMMUNITY ORGANISATIONS OR SOCIAL ENTERPRISE                          |
| <b>CHCCOM003</b> | DEVELOP WORKPLACE COMMUNICATION STRATEGIES                                                  |
| <b>CHCPRP003</b> | REFLECT ON AND IMPROVE OWN PROFESSIONAL PRACTICE                                            |

# COURSE FEES

## FUNDED PROGRAMS

Career Boost funding is available in QLD from July 1<sup>st</sup> 2025 (subject to eligibility)

Eligible Students must meet the following criteria:

- i. Aged 15 years or older;
- ii. Not be a school student;
- iii. Be a permanent Queensland resident;
- iv. Be an Australian citizen, or Australian permanent resident (includes humanitarian entrant), or a temporary resident with the right visa and work permits on the pathway to permanent residency, or a New Zealand citizen;
- v. May already hold a Certificate IV or higher qualification (including tertiary qualification) not funded through the Higher Level Skills program or SAS Programs for General Training
- vi. Not be enrolled in any other qualification, whether funded or unfunded, except for foundation skills qualifications.
- vii. Student must be an existing worker in the community services and Health industry

Our co-contribution fees are:

- **\$390 concession** (\$30 per unit)
- **\$650 non-concession** (\$40 per unit)



This includes:

- All course materials, tuition, work placement and support services are included in the total course cost

## SELF-FUNDED PROGRAMS

Our fee for service fees for this program are:

- **\$6,000 (online)**
- **\$2,500 (RPL)**

This also includes:

- All course materials, tuition, work placement and support services are included in the total course cost

We have payment plans available upon application.

# IT REQUIREMENTS

## YOU WILL NEED ACCESS TO:

### [AT MINIMUM]

- Basic computer skills
- Knowledge of common computing terms and word processing
- Proficiency with web browser software including navigating the internet
- Sending/receiving emails with attachments
- Meet technology requirements

## TECHNOLOGY REQUIREMENTS

### Operating system

- Recommended: Windows 10, MacOS Big Sur, iPad OS 14

### Internet speed

- Use a broadband connection through USB wireless modem, ADSL2+, T1/T2, fibre optic or cable with the speed:
  - Viewing lecture recordings or conferencing - at least 5MB/sec
  - Viewing images and webpages - at least 2MB/sec

### Internet browsers

- Compatible browsers include:
- Google Chrome 8x or later (recommended for optimal compatibility, this has been thoroughly tested on Windows)
- Safari 14 or later (recommended for optimal compatibility, this has been thoroughly tested on Mac)

Note that add-ons and toolbars can affect any browser's performance.

If you have any difficulty accessing Equinox College Moodle, check that you are using one of the supported browsers above before you contact external support.

### Settings

- We recommend that the following be enabled:
  - Cookies
  - Popups (in both internet browser and security software)
  - JavaScript

### Resource viewing

- We recommend that you use the latest version of Adobe Acrobat Reader.
  - To view all the resources uploaded to Moodle, you will probably need to have Microsoft Office (Word, Excel, PowerPoint) or an equivalent (e.g. Open Office, Viewer) installed.

### Security

- With all firewalls, ensure that you enable uploading of files.





# EQUINOX

## COLLEGE

RTO No. 45040

