

Summary of Diploma in Youth and Community Work (Christian) Course 2020/2021



Diploma in Youth and Community Work (Christian) (10707NAT*)

To achieve the Diploma in Youth and Community Work (Christian) (10707NAT*) you need to complete 23 competencies over 2 years.

These are listed below in their streams, together with a summary of the subjects and outcomes of each unit. The Training and Assessment guide for each unit contains a much more comprehensive description of the elements in each unit. Some subjects may contribute to more than one unit of competence.

Year 1:

Stream: Biblical and Theological Studies

YCWIB003 Develop and apply personal and spiritual disciplines

- Practical skills in personal management, reflection, study, journaling,
- Care appropriately for oneself; body soul and spirit,
- Live as a disciple of Jesus

Subjects such as: practical skills of self-management, creativity, prayer, worship, Sabbath, reflection, study, journaling and outreach, together with an appreciation of their importance to personal and leadership development

YCWIB001 Develop an overview of Biblical literature and narrative (this is also studied in Year 2)

- Develop and overview of Biblical literature, its historical content and context
- Gain an understanding of the meta-narrative of the Bible
- Understand the Bible and its relevance to daily life and work

Subjects include: Bible books, Old and New Testament survey, Biblical values, Hermeneutics, Narrative Theology, Sharing our faith. Missiology

YCWIB002 Apply a biblical framework for youth and community work practice

- How to operate as a youth and community worker from a philosophy of action based on biblical principles
- Carry out tasks in a way that is consistent with Christian values (e.g. justice, mercy and compassion) and in the establishment and reinforcement of boundaries
- Give an appropriate explanation for their faith
- Present the Bible's teaching in a relevant and appropriate way.

Subjects include biblical values, Integrating faith and practice, Christians and social change, recognizing conflicts between biblical frameworks and other frameworks (world view), negotiation skills and conflict resolution, develop programs based on biblical principles.

Stream: Youth and Community Work Practice

CHCYTH002 Work effectively with young people in the youth work context

- Build rapport with young people
- Understanding the issues facing young people
- Set and hold appropriate boundaries,
- Listen empathically, give feedback, appropriately challenge,

Subjects such as: Introduction to youth work, youth issues, ethical and professional issues, understanding adolescents, workplace culture and practice

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CHCYTH003 Support young people to create opportunities in their own lives

- How to assist young people to identify the challenges and opportunities in their lives
- Ability to work towards their goals on an individual or group level.

Subjects such as: Creating a relationship of trust, communication skills, facilitate group processes, understanding adolescence, casework, mentoring young people, developing case plans.

CHCCCS016 Respond to Client needs

- How to respond holistically to client needs.
- Understanding the issues in society people are currently facing
- Becoming aware of services that can help people to thrive

Subjects such as: introduction to casework, communication skills, identifying needs, analyzing information to determine action.

CHCMHS001 Work with people with mental health issues

- How to establish relationships, clarify needs and then work collaboratively with people who are living with mental health issues.
- Use of appropriate advanced communication skills
- Working with other agencies and services to provide best practice

Subjects such as: Mental health first aid, developing respectful relationships, communication skills, Values and principles in the mental health sector, understanding common mental health problems. Recovery and patient-centred models.

CHCDIV001 Work with diverse people

- How to work respectfully with people from diverse social and cultural groups and situations including Aboriginal and Torres Strait Islander people.
- Appreciate a holistic view of Australian history
- Engage with diverse groups of people in their own settings

Subjects such as: reflecting on own perspectives and culture, understanding Australian History, understanding diversity, Uluru pilgrimage, Aboriginal culture and social impacts, human rights, needs of marginalized groups

CHCGRP002 Plan and conduct group activities

- How to establish, lead and participate in a group using a collaborative strengths-based approach.
- Ability to plan and lead group activities – formal and informal.

Subjects such as: Mentoring, managing healthy groups, developing healthy teams, communication skills, plan, implement and evaluate a group activity. Youth and community programs

Stream: Personal and Professional Development

YCWIB004 Apply self-awareness skills

- Maintain an awareness of yourself in the midst of interactions with others,
- Reflect regularly (e.g. write a journal),
- Seek constructive feedback,
- Learn to deal with conflict and appreciate diversity

Subjects such as: developing self-awareness skills, developmental models, Personal management, journaling, fieldwork, Self-awareness in teams

BSBCMM401 Make a Presentation

- How to prepare, deliver and review a presentation to a target audience.
- How to make presentations for a range of purposes, such as marketing, training and promotions. ‘

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- Develop communication skills to present a range of concepts and ideas.
Subjects such as: communication skills, preparation for presentations; developing resources and evaluation of presentations

Stream: Workplace Practice

CHCLEG001 Work legally and ethically

- To identify and work within the legal and ethical frameworks that apply to an individual job role
- Relate in a supportive way to colleagues and volunteers using clear communication and cultural sensitivity.
- Actively participate in team processes,

Subjects such as: Applying people skills, identify and meet ethical responsibilities, child protection, organizational policies and procedures, professional boundaries, conflicts of interest, knowledge of relevant legislation, rights and responsibilities. Workplace culture and practice (intro)

HLTWHS001 Participate in workplace Health and Safety

- Understand and work from safe work practices
- Conduct risk assessments appropriately,
- Identify and reduce hazards

Subjects such as: WHS legislation, Safe work practices, Hazards and risk assessment, Personal responsibilities, dealing with emergencies, Workplace policies and procedures for WHS

Year 2:

Stream: Biblical and Theological Studies

YCWIB001 Develop an overview of biblical literature and narrative (continued from year 1)

- In-depth study a number of individual books of the Bible.
- Explore and identify key Biblical themes
- Understand the narrative of the Bible and its relevance to daily life and work

Subjects such as: Missiology; Selected bible books; Biblical Values; Hermeneutics.

Stream: Management studies

BSBWOR502 Lead and manage team effectiveness

- How to lead teams in the workplace
- Skills to actively engage with the management of the organisation.
- Build positive culture in a workplace

Subjects such as: Leading teams, group dynamics, conflict resolution, restorative practice, legal and ethical issues, advanced communication skills, team performance, networking and management skills

CHCVOL003 Recruit, induct and support volunteers

- How to recruit, orientate, develop and support volunteer workers in an agency, service or program.
- Ability to be responsible for the ongoing coordination and supervision of volunteers who may be working in a range of contexts.

Subjects such as: Building healthy team culture, how to recruit, induct and support volunteers, Understanding the volunteer sector HR Policy and procedures, screening processes, conflict resolution, advanced people skills

CHCCOM003 Develop workplace communication strategies

- How to develop communication protocols for a team or business unit.
- This applies to workers responsible for overseeing the communication of organisation-specific information to a range of internal and external stakeholders.

Subjects such as: Media and mission, developing communication strategies for team/organizations, communication plans; review communication practices. Digital communication

Stream: Community Work Practice

CHCCDE002 Develop and implement community programs

- Conduct research and network with stake-holders and community leaders to establish youth/ community needs,
- Implement, manage, develop and evaluate an existing or new program

Subjects such as: Community Development; Research; Media and Mission; Plan, develop, implement a youth or community program, Evaluate programs. Resourcing our mission

YCWIB006 Lead sustained community development through a Biblical framework

- Skills to build the capacity of local groups, organizations and communities
- Learn to participate in and support a healthy, growing community
- Understand and encourage sustainable communities

Subjects such as: Using a process of mission, research, identify issues in community, Identify and recruit stakeholders Develop and maintaining networks. Plan, implement and review community development strategies, Prepare budgets and writing reports. Models of community development, nationally and internationally

Stream: Personal and Professional Practice

CHCPRP003 Reflect on and improve own professional practice

- Learn to evaluate and enhance own practice through a process of reflection and ongoing professional development.

Subjects such as: reflective journaling, developing a professional develop plan. Communication skills, seeking a mentor or supervisor. Legal and ethical issues, learning styles. There is a fieldwork component

YCWIB005 Shaping values and culture in the workplace

- How to work respectfully and set a positive culture in the workplace by applying Biblical values.
- Ability to identify personal and organizational values and apply them in the workplace.
- Developing a project to encourage a positive work culture

Subjects such as: Examine existing values and culture within a workplace, shaping values and culture, people management, supporting staff, Develop and implement strategies to improve workplace culture based on Biblical values

All students are required to have a Certificate in First Aid. If they don't Fusion Training will attempt to offer this at local centre or during intensives

A choice of 3 elective competencies will be offered.

These will be negotiated with students before the second year of study.

These electives will be in streams and not all of them will be offered each year

The streams are

- 1) Leadership stream**
- 2) Management stream**
- 3) Casework/Housing stream**
- 4) Youth work stream**
- 5) Community work stream**
- 6) Mental health stream**

1. Leadership Stream

YCWIB007 Provide visionary leadership for effective Christian action

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This unit describes the skills and knowledge required in leadership to develop, communicate and implement vision and strategic planning through a Christian framework. *Subjects include:* **Principles of vision casting, strategic planning and communication, community and organizational consultation, community development, application of Biblical themes and narratives, Situational analysis, leadership style, managing large groups of people, human resource management, self-reflection methods**

BSBLDR503 Communicate with influence

This unit describes the skills and knowledge required to present and negotiate persuasively, lead and participate in meetings and make presentations.

It applies to managers and leaders who identify, analyse, synthesise and act on information from a range of sources, and who deal with unpredictable problems, lead teams and use initiative.

Subjects include: **Negotiating skills, running effective meetings, make a range of presentations, advanced communication skills, mediation, conflict resolution and incident de-escalation, organizational communication protocols**

CHCPRP001 Develop and maintain networks and collaborative partnerships

This unit describes the skills and knowledge required to identify networking and collaboration needs and develop formal and informal partnerships to enhance service delivery and improve professional practice.

Subjects include: **principles of networking and collaboration, research, copyright and intellectual property, legal and ethical issues, vision and purpose, opportunities for participation, setting up agreements and MOU's, dynamics of networks. How to represent the organisation**

2. Management Stream

BSBMGT516 Facilitate continuous improvement

This unit describes the skills and knowledge required to lead and manage continuous improvement systems and processes. Particular emphasis is on the development of systems and the analysis of information to monitor and adjust performance strategies, and to manage opportunities for further improvements

Subjects include: **Systems and processes of continuous improvement, sustainability, knowledge management, performance strategies, project management, change management processes, mentoring and coaching.**

BSBINN502 Build and sustain an innovative work environment

This unit describes the skills and knowledge required to create an environment that enables and supports the application of innovative practice focusing on a holistic approach to the integration of innovation across all areas of work practice. *Subjects include:* **designing healthy workspaces, building team capacity,**

developing a learning environment, celebrating innovation, building respectful relationships, theories of innovation, creative thinking, barriers to innovation

BSBFIM501 Manage budgets and financial plans

This unit describes the skills and knowledge required to undertake financial management within a work team in an organisation. It includes planning and implementing financial management approaches, supporting team members whose role involves aspects of financial operations, monitoring and controlling finances and reviewing and evaluating effectiveness of financial management processes. *Subjects include:*

Basic accounting skills, interpreting budgets, writing financial plans, legal and ethical issues, legislation, communicating financial information

BSBPUB503 Manage fundraising and sponsorship activities

This unit describes the skills and knowledge required to conduct and administer fundraising and sponsorship activities. *Subjects include:* **fundraising legislation, research fundraising campaigns, alternatives to**

fundraising, developing funding submissions, donor motivation, prepare, implement and evaluate a fundraising strategy, environmental issues, sustainability

3. Casework/Housing stream

CHCSOH001 Work effectively with people experiencing or at risk of homelessness

This unit describes the skills and knowledge required to work with people who are experiencing homelessness or at risk of becoming homeless, including women and children experiencing family violence. You need to be working in a housing service to do this unit. *Subjects include:* **Housing systems in Australia, housing options, role of government and social housing, legal system, gender context of homelessness, changing social, political and economic context, risk and contributing factors of homelessness, refuges, family violence, child protection issues.**

CHCCSM004 Coordinate complex case requirements

This unit describes the skills and knowledge required to coordinate multiple service requirements for clients with complex needs within a case management framework. Workers at this level work under supervision within established guidelines but take on a team leadership role in the coordination of services and service providers. *Subjects include:* **models of case management, accessing multiple services, relevant organisation and regulatory standards, cultural considerations, documentation protocols, professional boundaries and self-care, issues faced by clients and families, formal meeting processes**

CHCCCS004 Assess co-existing needs

This unit describes the skills and knowledge required to assess the diverse and multi-faceted needs of people and determine both internal and external services required to meet those needs.

Subjects include: **strengths-based approach to assessment, analyzing information, critical thinking skills, issues affecting clients, common service requirements, legal and ethical issues, reporting requirements and formats**

4. Mental Health stream

CHCMHS003 Provide recovery orientated mental health services

This unit describes the skills and knowledge required to work collaboratively in providing services to implement a range of strategies as part of recovery oriented service provision for people with mental illness. *Subjects include:* **legal and ethical requirements, codes of practice, specific mental health legislation, values and principles of the mental health sector, types of mental illness, strategies to support a person in distress, emerging models of understanding mental illness in Australia and internationally, best practice models especially recovery model, communication skills, documentation, reflective practice.**

CHCMHS005 Provide services to people with co-existing mental health and alcohol and other drug issues

This unit describes the skills and knowledge required to assess capacity to support people with co-existing mental health and alcohol and other drugs issues and to work collaboratively to provide support and facilitate links to other services (you need to work with clients with these issues). *Subjects include:* **philosophies and service delivery models of the AOD and mental health sectors, legal and ethical considerations, codes of practice, work role boundaries, safety and risk management, substances and AOD work, basic knowledge of medications and interactions, treatment models, health promotion, standard screening tools, services and support, models of change.**

CHCCSM004 Coordinate complex case requirements – see above

5. Youth work stream

CHCYTH008 Support young people to take collective action

This unit describes the skills and knowledge required to enable young people to participate in the decision-making that affects their lives. *Subjects include:* **models and tools of advocacy, community development, self-help, youth participation, and peer education, theories of interpersonal communication, dispute resolution and principles of negotiation, principles and theories of group work and structured and unstructured groups, Mentoring young people to plan, implement and evaluate collective action/activity.**

CHCYTH010 Provide services for young people appropriate to their needs and circumstances

This unit describes the skills and knowledge required to provide guidance and role models to young people and their families to maintain positive and supportive relationships, while identifying problems and establishing goals for change based on maintaining support from family and the general community *Subjects include:* **legal and safety requirements in youth work programs, identify immediate needs of young people, casework, targeted assistance and referral, youth advocacy**

CHCPRT010 Work with children and young people with complex trauma and attachment issues and needs

This unit describes the skills and knowledge required to recognise indicators of trauma in children and young people of different ages and at different stages, and to identify their needs and those of their parents and carers. *Subjects include:* **stages of human development and indicators of trauma, different cultural values and child-rearing practices, risks to healthy child development, factors that influence positive outcomes. Supports to families**

6. Community work stream

CHCDFV003 Promote community awareness of domestic and family violence

This unit describes the knowledge and skills required to identify gaps in existing information, services and resources and to promote community awareness of domestic and family violence issues to support prevention. *Subjects include:* **legal and ethical considerations (national and state/territory) for domestic and family violence, work role boundaries, general principles and practices of community development, education and consciousness raising, social, historical, political and economic context of domestic violence, myths, values of philosophies underpinning family violence, cultural and diversity considerations, current theory and research on family violence, awareness raising techniques, program planning techniques, services available for families.**

SITEEVT014 Develop and implement event management plans

This unit describes the performance outcomes, skills and knowledge required to assess event planning requirements and respond with the development of detailed event plans. It requires the ability to monitor plans through to event execution and evaluation. Plans developed maybe a single plan, or a series of interrelated plans that guide different aspects of event management. It applies to event managers who operate with significant autonomy and who are responsible for making strategic event management decisions. *Subjects include:* **risk, regulatory and sustainability considerations, planning and implementing events, goals and objectives, schedules and budgets, communication strategies, , contingency management, operational efficiency, profitability, resource efficiency, evaluating events.**

CHCPRP001 Develop and maintain networks and collaborative partnerships – see above

BSBPUB503 Manage fundraising and sponsorship activities – see above