

OVERVIEW

Are you working in Pastoral care? Would you like a nationally recognised qualification that is transferable to the community services sector?

Do you work within your church community with families, youth or young people? Would you like to learn how best to set up a program that is effective and gets great results? Would you like to learn how to be a community leader? If so, the Certificate IV in Community Services (Pastoral Care) could be the answer for YOU!



SKILLS AND KNOWLEDGE

After completing this course, you will have the skills, knowledge and confidence to:

- Manage volunteers effectively
- Communicate effectively to achieve your goals
- Have those difficult conversations
- Coach people
- Pastoral care
- Self-care

QUALIFICATION

Our CHC42015 Certificate IV in Community Services (Pastoral Care) has been designed to grow community leaders.

Train4Life undertake this qualification using a unique system of narrative learning, using real life industry stories, addressing industry trends, and understanding and applying industry resources.



NATIONALLY RECOGNISED
TRAINING

COURSE ELIGIBILITY

To be eligible for a Skilled Capital funded position, the student must be an existing worker in the community services sector; over 18 years old, an Australian citizen or permanent resident or hold an eligible visa and have a working with vulnerable people card.

COURSE COSTS

Skilled Capital Eligible \$850

Fee-for-service \$2,300

If you are interested in this wonderful opportunity please visit our website www.train4life.com.au and go to the enrolment page to register your interest and one of our team will be in contact to take you through the enrolment process.

DURATION

This course is made up of 6 classes spread over 5 months. Classes are on a Tuesday from 9:30 – 3:30. First Class commences **August 20**.

As this course contains a lot of group work it is imperative that you attend the face-to-face classes.

This course a Skilled Capital funded Course. Skilled Capital is an ACT government training initiative, funded by the ACT and Australian Governments

DELIVERY OVERVIEW

Train4Life use a blended delivery approach combining trainer led classroom-based delivery and self paced learning (We recommend 4-6 hours per week).

Students are required to attend all face-to-face classes on the below listed dates. All classes are held at the Train4Life offices located at the Florey Shops.

Class	Time	Date
The sector	9:30 am – 3:30 pm	20/08/19
Communication	9:30 am – 3:30 pm	17/09/19
Legal requirements	9:30 am – 3:30 pm	15/10/19
Coaching	9:30 am – 3:30 pm	29/10/19
Managing Volunteers	9:30 am – 3:30 pm	26/11/19
Pastoral Care	9:30 am – 3:30 pm	17/12/19

RECOGNITION

Train4Life recognises that knowledge, skills and competencies can be gained in a variety of ways including formal education, training, workplace experience or general life experience. Therefore, Train4Life offers every student the opportunity to apply for recognition. When called into the initial interview students will be offered the opportunity to apply for recognition.

RESUBMISSION AND EXTENSION FEES

Train4Life does not charge module resubmission or assessment extension fees for the first request, however, should subsequent resubmissions or extensions requests occur a fee of \$15 per module will apply.

FEES AND REFUND

Train4Life is entitled to charge fees for services provided to students undertaking training and assessment that leads to a nationally recognised outcome. These charges are generally for items such as course materials, student services and training and assessment services.

Train4Life offers a payment plan, those who do not wish to go on a payment plan will be required to pay a 25% deposit.

The following refund policy will apply:

- Learners, who give notice to cancel their enrolment 10 business days or more prior to the commencement of a program, will be entitled to a full refund of fees paid.
- Learners who give notice to cancel their enrolment 9 business days or less prior to the commencement of a program will be entitled to a 75% refund of fees paid. The amount retained (25%) by Train4Life is required to cover the costs of staff and resources which will have already been committed based on the learners initial intention to undertake the training.

- Learners who cancel their enrolment after a training program has commenced will not be entitled to a refund of fees of any fees paid in advance. An exception to this policy is where Train4Life fails to fulfil its service agreement and fees are refunded under our guarantee to clients.

UNITS OF COMPETENCY

The following units of competency are delivered as part of the CHC42015 Certificate IV in Community Services (Pastoral Care) at Train4Life:

CHCADV001	Facilitate the interests and rights of clients
CHCCCS004	Assess co-existing needs
CHCCOM002	Use communication to build relationships
CHCDIV001	Work with diverse people
CHCLEG001	Work legally and ethically
CHCPRP001	Develop and maintain networks and collaborative
HLTWHS003	Maintain work health and safety
CHCPRP003	Reflect on and improve own professional practice
HLTWHS006	Manage personal stressors in the work environment
CHCPAS001	Plan for the provision of pastoral and spiritual care
CHCPAS002	Provide pastoral and spiritual care
CHCPRP003	Reflect on and improve own professional practice
CHCVOL002	Lead volunteer teams
BSBMGT401	Show leadership in the workplace
PSPGOV415A	Provide workplace coaching