

Career Opportunities:

Centre Manager
Coordinator (large organisation)
Community Care Manager
Manager (small agency/service)
Community Development Manager
Program Area Manager
Community Education Manager
Project Manager
Community Services Manager
Volunteer Program Manager

How do I Enrol?

- Visit our Training Office
- Call to make an appointment
- attend an information and enrolment session
Visit the www.agb.edu.au for more information.

Payment Options:**Fee for Service Students**

Deposit of 10% or no less than \$200 whichever is the greater is required prior to commencement of course.

Fortnightly or monthly payments must be paid as per direct debit payment schedule. Payment must be made in full eight (8) weeks prior to course completion date.

Skills First Funded Students

Full payment of \$500 prior to commencement of course

or

Deposit of \$200 prior to commencement of course with the remaining \$300 to be paid via direct debit payment plan of \$50 per fortnight or \$100 per Month, payment to be made in full by the end of 3 months.

P: 1300 123 242

www.agb.edu.au

E: training@agb.edu.au

RTO 21832 CRICOS 03356C

AGB Training currently offers Advanced Diploma of Community Sector Management.

This qualification 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.

Mode of Delivery:

Classroom, Blended, Workplace

Assessment:

Methods of assessment may include:

- Knowledge Evidence
- Direct demonstration and observation
- Portfolios
- Projects
- Role plays, case studies and presentations

Pathways:

On successful completion students will have the knowledge and skills required for further training in CHC82015 Graduate Certificate in Client Assessment and Case Management or other relevant qualifications.

Course Duration: 52 weeks **Duration inclusive of Holidays up to:** 65 weeks

Course Fees:

Fee for Service Admin Fee: \$3,500

Skills First Funded Students Admin Fee: \$500

Victorian Government Contribution for skills First Funded Students: \$6,930

Text Book Fee: \$104.95

Entry Requirements:

There are no AQF Pre Requisites for this qualification. The applicant will be required to successfully complete a Language Literacy and Numeracy (LLN) assessment and a Pre-Training Review.

For current policy, procedures, fees and funding eligibility relating to this course please visit our website www.agb.edu.au

Packaging Rules:

To achieve this qualification, the candidate must demonstrate a competency in 13 units of competency (8 core units and 5 elective units)

Course Program

Leadership

Core	CHCMGT003	Lead the work team
Core	BSBRK501	Manage risk
Core	BSBINN601	Lead and manage organisational change

Manage Innovation and Manage Finances

Core	BSBMGT608	Manage innovation and continuous improvement
Core	BSBFIM601	Manage finances

Community Services Management

Core	CHCLEG003	Manage legal and ethical compliance
Core	CHCDIV003	Manage and promote diversity
Core	CHCMGT001	Develop, implement and review quality framework

Advocate for Clients or Groups

Elective	CHCADV005	Provide systems advocacy services
Elective	CHCPOL003	Research and apply evidence to practice

Develop and Implement Service Programs

Elective	CHCMGT005	Facilitate workplace debriefing and support processes
Elective	CHCCOM003	Develop workplace communication strategies
Elective	CHCCCS007	Develop and implement service programs

RPL and Credit Transfer:

For information about Recognition of Prior Learning (RPL) and/or Credit Transfers please contact AGB Training or visit our website. <http://www.agb.edu.au/local-training-courses/recognition-of-prior-learning>

Modes of Delivery/Training Locations

31 Barwon Terrace, South Geelong, Vic 3220
Suite 125, St Kilda Road Towers, 1 Queens Road, Melbourne, Vic 3004
Flexible Online Distance Education (FODE)

Extra - These units are above the minimum requirements for this course. They have been selected in consultation with industry to meet needs for industry.

Disclaimer: AGB Training has endeavoured to ensure that the information contained in this publication is correct at the time of printing. This information may be subject to corrections or change without notice. AGB Training reserves the right to alter, change or discontinue programs without notice.