



The Advanced Diploma of Community Sector Management (CHC62015) 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.

### Example Job Roles

Program area manager, centre manager, community care manager, community development manager

## FACE-TO-FACE SCHEDULE

This course is scheduled as:

- 52 weeks | 20 hours per week | 4 terms | 10 week terms (plus term breaks)

We recommend that learners set aside between 5–7 hours per week for homework, reading and assessment tasks.

For scheduled course dates please contact:  
international@alanakaye.edu.au.

## ENTRY REQUIREMENTS

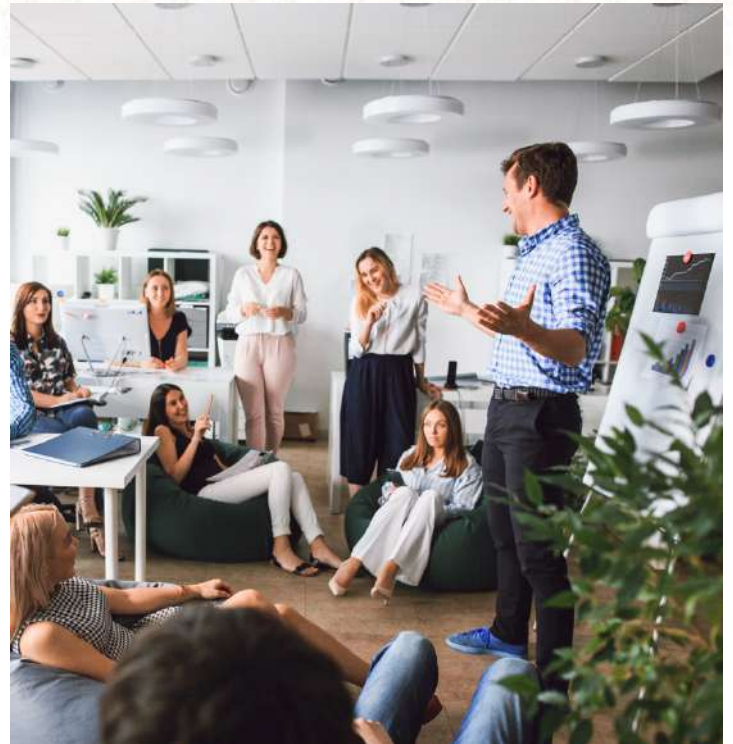
- Students must be aged 18 years and above
- Evidence of acceptable English language test course as below:
  - International English Language Testing System (IELTS) 5.5
  - Test of English as a Foreign Language (TOEFL), internet based test 46
  - Cambridge English: Advanced (Certificate in Advanced English) 162
  - Pearson Test of English Academic 42

## INVESTMENT

Application Fee (Non-Refundable)*	\$300
Resource Fee	\$200
Tuition Fee	\$14,500
<b>Total</b>	<b>\$15,000</b>
Tuition Fee per Term	\$4,000
Recognition of Prior Learning per Unit of Competency	\$500

### Inclusions:

- Course learning and assessment material
- Qualified industry expert trainer
- Student support
- Coffee and tea
- Certification upon successful completion



## COURSE OUTLINE

This qualification comprises of 13 units of competency (subjects). Units of competency can either be:

- **Core units** – units you must complete as part of the qualification and
- **Elective units** – units that you choose to be most suitable for your learning needs

For our face-to-face workshops, we have chosen the elective units that we know are most beneficial and relevant to the majority of our students. These are the ones ticked below. If you would like to study different elective units, please contact Alana Kaye to discuss the options available for flexible delivery.

Unit Code	Core Units
CHCDIV003	Manage and promote diversity
CHCLEG003	Manage legal and ethical compliance
CHCMGT001	Develop, implement and review quality framework
CHCMGT003	Lead the work team
BSBFIM601	Manage finances
BSBINN601	Lead and manage organisational change
BSBMGT608	Manage innovation and continuous improvement
BSBRISK501	Manage risk
Unit Code	Elective Units
CHCCSM006	Provide case management supervision
CHCMGT005	Facilitate workplace debriefing and support processes
CHCPRP004	Promote and represent the service
BSBLDR602	Provide leadership across the organisation
CHCPOL002	Develop and implement policy

Click on the Enquire Now button on our website to download an enrolment form or enrol online. Please contact our office for further information about this course.