

**Pre-Accredited
Program**

Skills for Work and Study: Community Services

This course will prepare you for working in the community services sector and studying the CHC22015 Certificate II in Community Services and/or the CHC32015 Certificate III in Community Services at Yarraville Community Centre.

The course aims to develop learners' literacy and numeracy capabilities and understanding of community services as a pathway to the Certificate II in Community Services.

The course includes an introduction to the Community Services sector with a focus on entry level jobs. The core skills of speaking, listening, reading, writing and numeracy are embedded in Community Services topic-based content. Topics are based on general core units in the Certificate.

Topics covered in this course include:

- Jobs in the community services sector
- Skills identification and goal setting
- Reading and writing forms for work
- Privacy and confidentiality
- Codes of conduct
- Community service vocabulary

Yarraville
COMMUNITY
CENTRE



Where and When?

- 1 day per week
- 20 weeks duration
- Class day is Thursday
- Class time is 10.00am till 2.30pm
- Class location is 9 Victoria St, Footscray
- Class starts soon

**Study in a local, warm
and friendly
environment with
small classes!**

HOW TO ENROL

Please contact Linno Rhodes on
E: Linno.Rhodes@ycc.net.au
P: 03 9687 1560

Yarraville Community Centre

59 Francis Street, Yarraville
info@ycc.net.au | 03 9687 1560
www.ycc.net.au RTO TOID: 4207

*Subject to interview



Enrol Now!