

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 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 III 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

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

*Subject to interview

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 Term 2 2024
(see YCC website for details)

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

HOW TO ENROL

Please contact Melissa Giffard on
E: Education_Manager@ycc.net.au
P: 03 9687 1560

**Enrol Now!
Starts 18th
April 2024**

