CHC62015M Advanced Diploma of Community Sector Management

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# Modification History

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| Release | Comments |
| Release 1 | This version released with CHC Community Services Training Package Version 11. *CHC62015M Advanced Diploma of Community Sector Management* supersedes and is not equivalent to *CHC62015 Advanced Diploma of Community Sector Management*. Major changes to core and elective units of competency. |

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| **Qualification code****DRAFT***Mandatory field* | CHC62015M  |
| **Qualification title***Mandatory field* | Advanced Diploma of Community Sector Management |
| **Qualification description***Mandatory field* | 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 program or project, or broader management of community services organisations such as a community-based organisation, early childhood education service, not-for-profit organisation or community centre.  The skills in this qualification must be applied in accordance with Commonwealth and State or Territory legislation, Australian standards and industry codes of practice. |
| **Foundation skills outcomes***Mandatory field* | The foundation skills outcomes implicit in this qualification are outlined in the below bar chart.Note: Some elective units require higher foundation skills levels. Please refer to the Companion Volume Implementation Guide for more information. |
| **Entry requirements****DRAFT***Optional field* | Entry to this qualification is open to individuals who can demonstrate foundational community services competence through: * a qualification at Certificate IV level or higher in community services; or

 * evidence of at least 12 months of work (paid or volunteer) in community services role(s)
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| **Qualification mapping information***Mandatory field* | *CHC62015M Advanced Diploma of Community Sector Management* supersedes and is not equivalent to *CHC62015 Advanced Diploma of Community Sector Management.* |
| **Packaging Rules** | Total number of units = 13 * 9 core units
* 4 elective units, consisting of:
* at least 2 units from the electives listed below
* up to 2 units from any endorsed Training Package or accredited course – these units must be relevant to the work outcome

 All electives chosen must contribute to a valid, industry-supported vocational outcome. \*proposed draft title – subject to consultationM indicates proposed major changesX indicates cross sector**Core units**

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| *BSBFIN601*  | *Manage organisational finances*  |
| *BSBLDR601*  | *Lead and manage organisational change*  |
| *BSBOPS504*  | *Manage business risk*  |
| *BSBPEF401*  | *Manage personal health and wellbeing*  |
| *BSBSTR601*  | *Manage innovation and continuous improvement*  |
| *CHCDIV003M*  | *Manage and promote diversity*  |
| *CHCLEG003M*  | *Manage legal and ethical compliance*  |
| *CHCMGT001M*  | *\*Develop, implement and review quality systems*  |
| *CHCMGT003*  | *Lead the work team*  |

**Elective units**

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| *BSBHRM521*  | *Facilitate performance development processes*  |
| *BSBHRM531*  | *Coordinate health and wellness programs*  |
| *BSBHRM614*  | *Contribute to strategic workforce planning*  |
| *BSBINS601*  | *Manage knowledge and information*  |
| *BSBLDR602*  | *Provide leadership across the organisation*  |
| *BSBMKG542*  | *Establish and monitor the marketing mix*  |
| *BSBMKG623*  | *Develop marketing plans* |
| *BSBOPS601*  | *Develop and implement business plans*  |
| *BSBPMG530*  | *Manage project scope*  |
| *BSBPMG540*  | *Manage project integration*  |
| *BSBSTR503*  | *Develop organisational policy*  |
| *BSBSTR602*  | *Develop organisational strategies*  |
| *BSBSTR603*  | *Develop business continuity plans*  |
| *BSBSUS511*  | *Develop workplace policies and procedures for sustainability*  |
| *BSBWHS512*  | *Contribute to managing work-related psychological health and safety*  |
| *BSBWHS603*  | *Implement WHS risk management*  |
| *CHCADV004*  | *Represent organisation in court or tribunal*  |
| *CHCADV005*  | *Provide systems advocacy services*  |
| *CHCCCS007*  | *Develop and implement service programs*  |
| *CHCCDE028M*  | *Work within organisation and government structures to enable community development outcomes*  |
| *CHCCDE029*  | *Establish and develop community organisations or social enterprise*  |
| *CHCCOM003M* | *Develop workplace communication strategies*  |
| *CHCCSM012*  | *Coordinate complex case requirements*  |
| *CHCCSM014M*  | *Provide case management supervision*  |
| *CHCDIV002M*  | *\*Support culturally responsive practices with Aboriginal and/or Torres Strait Islander peoples* |
| *CHCECE051*  | *Promote equity in access to the service*  |
| *CHCECE052*  | *Plan service and supports for children and families*  |
| *CHCECE053*  | *Respond to grievances and complaints about the service*  |
| *CHCFAM003*  | *Support people to improve relationships*  |
| *CHCFAM009* | *Facilitate family intervention strategies*  |
| *CHCMGT002*  | *Manage partnership agreements with service providers*  |
| *CHCMGT004* | *Secure and manage funding*  |
| *CHCMGT005*  | *Facilitate workplace debriefing and support processes*  |
| *CHCMGT006*  | *Coordinate client directed services*  |
| *CHCMGT007*  | *Work effectively with the Board of an organisation*  |
| *CHCMHS010*  | *Implement recovery-oriented approaches to complexity*  |
| *CHCPOL003*  | *Research and apply evidence to practice*  |
| *CHCPRP003*  | *Reflect on and improve own professional practice*  |
| *CHCPRP004*  | *Promote and represent the service*  |
| *CHCPWK006*  | *Promote and conduct mental health peer work*  |
| *CHCVOL003* | *Recruit, induct and support volunteers*  |
| *CHCVOL004*  | *Manage volunteer workforce development*  |
| *FNSACC634*  | *Monitor corporate governance activities*  |
| *PSPGEN125*  | *Support workplace coaching and mentoring*  |
| *PSPLAN003*  | *Source information on Deaf culture, and communicate according to Deaf protocol*  |
| *PUAEMR035*  | *Facilitate community involvement in recovery*  |
| *TAEDEL414*  | *Mentor in the workplace*  |

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