



**Australian Government**

# **CHC41115 Certificate IV in Employment Services**

# CHC41115 Certificate IV in Employment Services

## Modification History

| Release | Comments  |
|---------|---|
| 3       | Minor change to update superseded elective units of competency  |
| 2       | <p>CHC41115 Certificate IV in Employment Services supersedes and is equivalent to Release 1. CHC41115 Certificate IV in Employment Services.</p> <p>Modifications include removal of unused units of competency in response to Skills Reform Ministerial Statement - 9 October 2020. Elective unit removed: CHCECD004 Establish and monitor Australian Apprenticeship arrangements.</p> |
| 1       | This qualification was first released in CHC Community Services Release 3.0.  |

## Qualification Description

This qualification reflects the role of individuals who provide employment services to both job seekers and employers. They use specialised knowledge to support individual job seekers in locating, securing and maintaining employment, and to assist employers in meeting their recruitment needs.

## Licensing/Regulatory Information

No licensing, legislative or certification requirements apply to this qualification at the time of publication.

## Entry Requirements

This qualification has no entry requirements.

## Packaging Rules

Total number of units = 14

- 9 core units
- 5 elective units, consisting of:

- up to 5 units from the electives listed below, 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.

### Core units

|           |   |
|-----------|---|
| CHCCCS016 | Respond to client needs   |
| CHCCOM002 | Use communication to build relationships                                      |
| CHCDIV001 | Work with diverse people  |
| CHCECD001 | Analyse and apply information that supports employment and career development |
| CHCECD002 | Deliver and monitor contracted employment services                            |
| CHCECD003 | Promote job seekers to employers  |
| CHCECD006 | Develop and monitor employment plans  |
| CHCLEG001 | Work legally and ethically  |
| CHCPRP001 | Develop and maintain networks and collaborative partnerships                  |

### Elective units

|           |  |
|-----------|--|
| CHCADV001 | Facilitate the interests and rights of clients                               |
| CHCCCS004 | Assess co-existing needs   |
| CHCCCS006 | Facilitate individual service planning and delivery                          |
| CHCCCS038 | Facilitate the empowerment of people receiving support                       |
| CHCCSM012 | Coordinate complex case requirements   |
| CHCDIS019 | Provide person-centred services to people with disability with complex needs |
| CHCDIV002 | Promote Aboriginal and/or Torres Strait Islander cultural safety             |
| CHCECD005 | Deliver employment services to employers                                     |
| CHCECD007 | Maximise participation in work by people with disability                     |
| CHCECD009 | Conduct career guidance interviews   |
| CHCLLN001 | Respond to client language, literacy and numeracy needs                      |

|           |  |
|-----------|--|
| CHCMHS001 | Work with people with mental health issues |
| BSBHRM415 | Coordinate recruitment and onboarding      |
| BSBMKG434 | Promote products and services              |
| BSBOPS403 | Apply business risk management processes   |
| TAEDEL411 | Facilitate vocational training             |
| TAEDEL412 | Facilitate workplace-based learning        |

## Pre-requisite Requirements

There are no prerequisite requirements for this qualification.

## Qualification Mapping Information

| Current Code and Title                         | Previous Code and Title                         | Comments   | Equivalence    |
|--|---|--|----------------|
| CHC41115 Certificate IV in Employment Services | CHC30912 Certificate III in Employment Services | This version was released in CHC Community Services Training Package release 3.0 and meets the requirements of the 2012 Standards for Training Packages. Merged CHC30912/CHC42012<br>Change in packaging rules Significant changes to core units | Not-Equivalent |
| Current Code and Title                         | Previous Code and Title                         | Comments   | Equivalence    |
| CHC41115 Certificate IV in Employment Services | CHC42012 Certificate IV in Employment Services  | This version was released in CHC Community Services Training Package release 3.0 and meets the requirements of the 2012 Standards for Training Packages. Merged  | Not-Equivalent |

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|--|--|--|--|
|  |  | CHC30912/CHC42012<br>Change in packaging<br>rules Significant<br>changes to core units |  |
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## Links

Companion volumes, including implementation guides, are found on the national training register - <https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e0c25cc-3d9d-4b43-80d3-bd22cc4f1e53>.