



Australian Government

CHCCDE018 Develop and implement community programs

Release: 1

CHCCDE018 Develop and implement community programs

Modification History

Not applicable.

Application

This unit describes the performance outcomes, skills and knowledge required to develop community programs to maximise participation.

This unit applies to workers using a community development approach to carry out work in health, community services and other sectors. Workers at this level are part of a professional team and are responsible for the supervision of others.

The skills in this unit must be applied in accordance with Commonwealth and State or Territory legislation, Australian standards and industry codes of practice.

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

Pre-requisite Unit

Nil

Competency Field

Community Development

Unit Sector

Community Services

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes

1. Develop program parameters.

PERFORMANCE CRITERIA

Performance criteria describe the performance needed to demonstrate achievement of the element.

- 1.1. Analyse issues of community concern to develop a community position and to ascertain the priorities for new program.
- 1.2. Confirm support and capacity for a coordinated effort and identify factors affecting service provision.
- 1.3. Undertake research to identify key stakeholders, priorities to be addressed, possible strategies and options for action.
- 1.4. Identify measures of program success and determine how to

- evaluate.
- 1.5. Document program parameters according to organisational policies and procedures.
2. Design programs with the community.
- 2.1. Evaluate available program options to identify those which meet parameters.
- 2.2. Collaborate with stakeholders to confirm preferred program options.
- 2.3. Ensure program options for areas of high priority and relating to targeted communities meet stakeholder needs.
- 2.4. Develop program plan in collaboration with communities and stakeholders and document according to organisational policies and procedures.
- 2.5. Seek help from participating agencies for implementation arrangements.
- 2.6. Develop and implement promotion and marketing strategies.
- 2.7. Develop and maintain systems and resources for administrative support of community programs.
- 2.8. Identify and seek resources required for implementation of programs.
3. Implement programs.
- 3.1. Conduct and evaluate program pilot and adjust plan as required to achieve objectives.
- 3.2. Implement and monitor programs in accordance with the program plan.
4. Evaluate programs.
- 4.1. Evaluate program design and outcomes according to criteria and specifications identified in the program plan.
- 4.2. Engage key stakeholders in program evaluation.
- 4.3. Use results of evaluation for ongoing development and update of programs according to organisational policies and procedures.

Foundation Skills

Foundation skills essential to performance in this unit, but not explicit in the performance criteria are listed here, along with a brief context statement.

SKILLS

DESCRIPTION

Reading skills to:

- interpret a variety of text to determine and confirm task requirements.

Numeracy skills to:

- select and interpret mathematical information that is relevant to budget of strategic planning.

Unit Mapping Information

Supersedes and is not equivalent to CHCCDE002 Develop and implement community programs.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e0c25cc-3d9d-4b43-80d3-bd22cc4f1e53>

Assessment Requirements for CHCCDE018 Develop and implement community programs

Modification History

Not applicable.

Performance Evidence

Evidence of the ability to complete tasks outlined in elements and performance criteria of this unit in the context of the job role, and:

- develop, implement and evaluate at least one community program, including:
 - developing program parameters to meet community priorities
 - collaborating with key community stakeholders to design program
 - implementing program successfully
 - evaluating and updating program.

Knowledge Evidence

Demonstrated knowledge required to complete the tasks outlined in elements and performance criteria of this unit:

- Commonwealth, State or Territory legislation and public policies impacting on community development processes
- social, community and youth issues impacting the local community
- contemporary economics and politics and their impact on community development
- community development approaches and frameworks:
 - asset-based
 - rights-based
 - needs-based
 - gap-based
- human rights perspectives related to:
 - gender
 - race
 - class
- key stakeholders involved in the development implementation of programs
- principles and practices of community development work:
 - structural disadvantage and inequality
 - social justice and human rights:
 - individual
 - family
 - community

- society
- processes for development of community programs:
 - identification of stakeholders
 - identification of priorities
 - strategies for encouraging community collaboration
 - strategies for communicating with stakeholders
 - risk assessment and mitigation strategies
 - funding and resourcing options
- processes for implementation of community programs:
 - promotion and marketing
 - provision of administration support for programs
 - conducting program pilots
 - monitoring implementation outcomes
 - evaluating implementation outcomes
- organisational policies and procedures for:
 - documentation of plans and programs
 - updating programs.

Assessment Conditions

Skills must be demonstrated in the workplace or in a simulated environment that reflects workplace conditions.

Assessment must ensure:

- access to facilities, equipment and resources that reflect real working conditions and model industry operating conditions and contingencies
- access to Commonwealth, State or Territory legislation and public policies impacting on community development processes
- access to organisational policies and procedures
- opportunities for engagement with stakeholders and agencies involved in delivery of community programs.

Assessors must satisfy the Standards for Registered Training Organisations' requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e0c25cc-3d9d-4b43-80d3-bd22cc4f1e53>