



Australian Government

CHCECD008 Deliver services consistent with a career development framework

Release: 1

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Modification History

Release	Comments
Release 1	This version was released in <i>CHC Community Services Training Package release 3.0</i> and meets the requirements of the 2012 Standards for Training Packages. Minimal changes to the elements and performance criteria. New evidence requirements for assessment, including volume and frequency requirements. Supersedes CHCCDP401B

Application

This unit describes the skills and knowledge required to use the key principles and practices of the Australian career development framework as established in the Australian Blueprint for Career Development.

This unit applies to individuals working in career development or a career related field.

The skills in this unit must be applied in accordance with Commonwealth and State/Territory legislation, Australian/New Zealand Standards and industry codes of practice.

Elements and Performance Criteria

ELEMENT

PERFORMANCE CRITERIA

Elements define the essential outcomes

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

1. Promote active participation of clients

1.1 Support clients to actively engage in learning relevant to their needs and life stage

1.2 Encourage clients to participate in planning to address their current needs, interests and aspirations

1.3 Encourage clients to seek support from others and to provide support to others in appropriate ways

1.4 Assist clients to identify a range of personal, family,

ELEMENT	PERFORMANCE CRITERIA
	social and environmental factors impacting on their career development
2. Provide an environment to facilitate client learning	2.1 Apply knowledge of how people learn and models of adult learning to assist clients in undertaking learning 2.2 Identify learning opportunities to suit a range of learning styles 2.3 Identify and support characteristics of individual and group learning 2.4 Facilitate learning by seeking to establish an environment of trust with clients 2.5 Facilitate learning between clients where appropriate 2.6 Promote active learning by validating client opinions, values and experiences 2.7 Encourage clients to share information and reflect on their learning
3. Support clients to develop resilience to change and transition	3.1 Clarify the ongoing nature of change and identify benefits in recognising the constancy of change 3.2 Assist clients to understand the need for developing resilience in the face of constant change 3.3 Identify and use strategies for managing and developing resilience to change 3.4 Provide information about, and assist client to use, competences to self-manage careers 3.5 Assist clients to develop action plans to manage constant change
4. Provide services relevant to stages in life and career development	4.1 Identify specific characteristics relating to client's current stage of life, personal and professional development and career status 4.2 Support client decision-making and choices in the context of career development as a lifelong journey 4.3 Provide information appropriate to client's personal, professional, family and social context 4.4 Identify client needs in relation to development of career management competencies as specified in the Australian Blueprint for Career Development
5. Follow up and evaluate	5.1 Follow up with client in line with organisation

ELEMENT

services provided

PERFORMANCE CRITERIA

policies and procedures

5.2 Evaluate services provided with reference to accepted career development principles and practices and organisation policies

5.3 Identify issues or inequities in service delivery

5.4 Identify new or improved services, where appropriate, to enhance service provision and client outcomes

5.5 Develop, document and provide evidence to assist in service promotion and enhancement

Foundation Skills

The Foundation Skills describe those required skills (language, literacy, numeracy and employment skills) that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Unit Mapping Information

No equivalent unit

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 CHCECD008 Deliver services consistent with a career development framework

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Performance Evidence

The candidate must show evidence of the ability to complete tasks outlined in elements and performance criteria of this unit, manage tasks and manage contingencies in the context of the job role. There must be evidence that the candidate has:

- delivered career development services to at least 3 different clients in ways that are consistent with the Australian Blueprint for Career Development (ABCD)
- undertaken a structured process of evaluation of the services provided.

Knowledge Evidence

The candidate must be able to demonstrate essential knowledge required to effectively complete tasks outlined in elements and performance criteria of this unit, manage tasks and manage contingencies in the context of the work role. This includes knowledge of:

- history of career development practice and implications for current approach and practices
- principles and practices of career development as outlined in the Australian Blueprint for Career Development
- key characteristics of stages of human development across the lifespan in relation to approaching life, learning and work effectively in self-directed ways:
 - childhood
 - adolescence
 - adulthood
 - post-retirement

- key stages in career development, including:
 - transition from school to work
 - promotion
 - changing career direction
 - periods of unemployment and return to work
 - impacts of differing levels, types and reasons for underemployment, unemployment, redeployment and redundancy
 - retirement
 - post-retirement employment
- career development resources and information
- strategies for managing and developing resilience to change
- sociological aspects of career development practice, including impact of globalisation
- key principles of career development, including:
 - focus on the journey
 - access your allies
 - lifelong learning
 - change is constant
 - chase your dream
 - know yourself
- key concepts about:
 - learning
 - adult learning and models of adult learning.

Assessment Conditions

Skills must have been demonstrated in the workplace or in a simulated environment that reflects workplace conditions. The following conditions must be met for this unit:

- use of suitable facilities, equipment and resources, including:
 - Australian Blueprint for Career Development
 - client information
 - organisation policies and procedures
- modelling of industry operating conditions, including:
 - scenarios that involve interactions with other people
 - scenarios that involve problem-solving.

Assessors must satisfy the Standards for Registered Training Organisations (RTOs) 2015/AQTF mandatory competency requirements for assessors.

Links

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