



Australian Government

CHC80108 Graduate Diploma of Community Sector Management

Release: 2

CHC80108 Vocational Graduate Diploma of Community Sector Management

Modification History

CHC08 Version 3	CHC08 Version 4	Comments
CHC80108 Vocational Graduate Diploma of Community Sector Management	CHC80108 Vocational Graduate Diploma of Community Sector Management	Revised terminology for entry requirements. Updated unit codes and imported units. No change to qualification outcome.

Description

This qualification applies to people who are employed to undertake a range of management functions requiring a high level application of knowledge and skills in the following contexts:

- Work independently and report directly to a Board of management or other governing body
- Responsible for setting organisation goals and strategic direction
- Responsible for ensuring organisation governance and risk management.

Occupational titles may include:

- Chief executive officer
- Executive director
- Executive officer
- General manager
- Manager (large organisation with multiple staff and programs)
- Service director

Workers at this level are making high level, independent, complex judgements in a highly specialist management context. Their role involves the full responsibility and accountability for all aspects of work of the organisation.

Work application requirements

For award of this qualification, candidates must demonstrate application of skills and knowledge in the community sector work context, including investigative research and analysis and application of findings in a specific community sector work context.

Pathways Information

Not Applicable

Licensing/Regulatory Information

Not Applicable

Entry Requirements

Entry requirements

This qualification is suited to candidates who have significant experience working in a management role in a community sector organisation, involving the exercise of independent judgement and decision making skills.

To gain entry into *CHC80108 Vocational Graduate Diploma of Community Sector Management* a candidate must have:

- An undergraduate degree or postgraduate qualification in a discipline related to work in the community sector or in business management

OR

- Significant previous experience working in a community sector organisation, in a job role involving the self directed application of knowledge with substantial depth in some areas and the exercise of independent judgement and decision making.

Focus on holistic assessment

This qualification has been packaged with three high level core units of competency (*CHCMGT801B*, *CHCMGT802C* and *CHCMGT803B*) which have a strategic focus and are designed to be assessed in conjunction with an existing broad-based core of management knowledge and skills. Holistic assessment of core and elective components of this qualification is required in order to achieve an integrated outcome applicable to organisation management at this advanced and complex level.

Employability Skills Summary

Refer to the Topic: Introduction to the Employability Skills Qualification Summaries

Packaging Rules

PACKAGING RULES

10 units are required for award of this qualification including:

- 7 core units
- 3 elective units

A wide range of elective units is available, including:

- Relevant electives listed below
- Units of competency to address workplace requirements and packaged at the level of this qualification or higher in Community Services and/or Health Training Packages
- Where appropriate, to address workplace requirements, up to 3 units of competency packaged at the level of this qualification or higher in other relevant Training Packages or accredited courses where the details of those courses are available on TGA or other public listing

Core units

BSBR501A Manage risk

CHCAD604B Manage the finances, accounts and resources of an organisation

CHCMGT601B Contribute to effective governance in the community sector

CHCMGT801B Manage a complex community sector organisation

CHCMGT802C Manage policy development

CHCMGT803B Provide strategic leadership

CHCORG605B Manage human resources in a community sector organisation

The importance of culturally aware and respectful practice

All workers undertaking work in the community sector need foundation knowledge to inform their work with Aboriginal and/or Torres Strait Islander clients and co-workers and with clients and co-workers from culturally and linguistically diverse backgrounds. This foundation must be provided and assessed as part of a holistic approach to delivery and assessment of this qualification. Specific guidelines for assessment of this aspect of competency are provided in the Assessment Guidelines for the Community Services Training Package.

Relevant electives

BSBINM601A Manage knowledge and information

BSBMGT608C Manage innovation and continuous improvement

BSBREL701A Develop and cultivate collaborative partnerships and relationships

BSBSUS501A Develop workplace policy and procedures for sustainability

CHCAD603B Provide systems advocacy services

CHCCH621A Evaluate social housing organisation against registration standards

CHCORG607D Manage workplace issues

CHCORG608E Establish and manage new programs or services
CHCORG610B Manage change in a community sector organisation
CHCORG611C Lead and develop others in a community sector workplace
CHCORG612D Review organisation's effectiveness
CHCORG613D Manage organisation's strategic and business planning
CHCORG614C Manage a community sector organisation
CHCORG615D Promote the organisation
CHCORG616C Manage training
CHCORG619D Manage quality of organisation's service delivery outcomes
CHCORG620D Promote and represent the service
CHCORG621D Act as a resource to other services
CHCORG624E Provide leadership in community services delivery
CHCORG626B Manage a service level agreement
CHCORG627B Provide mentoring support to colleagues
CHCPOL701B Use research evidence to advance policy and practice
CPPDSM5036A Prepare tender documentation in the property industry
HLTWHS501A Manage workplace WHS processes
HLTWHS601A Improve workplace WHS processes

Project management

BSBPMG601A Direct the integration of projects
BSBPMG602A Direct the scope of a project program
BSBPMG603A Direct time management of a project program
BSBPMG604A Direct cost management of a project program
BSBPMG605A Direct quality management of a project program
BSBPMG606A Direct human resources management of a project program
BSBPMG607A Direct communications management of a project program
BSBPMG608A Direct risk management of a project program
BSBPMG609A Direct procurement and contracting for a project program

Property management

CPPDSM6001A Determine viability of regeneration options in the property
CPPDSM6002A Conduct a property investment feasibility study
CPPDSM6003A Contract to invest in property
CPPDSM6004A Determine performance of assets and facilities
CPPDSM6005A Develop a property investment strategy
CPPDSM6007A Develop life cycle asset management plan
CPPDSM6010A Manage performance of property investment
CPPDSM6012A Plan property portfolio management