



Australian Government

Assessment Requirements for CSCOFM017 Supervise community work programs

Release: 1

Assessment Requirements for CSCOFM017 Supervise community work programs

Modification History

Release	Comments
1	These Assessment Requirements were released in CSC Correctional Services Training Package release 1.0 and meet the Standards for Training Packages.

Please refer to the advice in the CSC Assessment Guide.

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- analysing a wide range of information on work sites, job roles and offender abilities to determine suitable courses of action
- applying a planning strategy to the operation of community work programs
- exchanging information verbally and in written form with other agencies in the organisation
- supervising skills development programs
- managing organisational resources applying to employment programs
- collaborating and negotiating with community and commercial organisations
- complying with commercial and service contracts
- liaising with work site supervisors to ensure offender safety and security
- communicating verbally to clarify expectations with offenders and community work organisations

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- knowledge of legislation, regulations and organisation's policies and procedures concerning:
 - offender interaction with community
 - community work programs and their objectives
 - work health and safety policies and procedures related to the occupational areas involved in work programs

- case management
- work experience outcomes
- vocational training
- offender transport and supervision
- employment contracts and contracts of services
- guidelines for the use and maintenance of equipment
- the skills training that is currently available
- special needs of the offender group and the community
- services and guidelines of support services associated with offenders
- offender information system and reporting requirements
- principles of conflict management
- communication and interpersonal techniques for establishing trust and rapport
- community services, community interests and systems, and key people in the community connected with employment programs

Assessment Conditions

Evidence for assessment must be gathered over time in a range of contexts to ensure the person can achieve the unit outcome and apply the competency in different situations or environments.

Valid assessment of this unit requires a workplace environment or one that closely resembles normal work practice and replicates the range of conditions likely to be encountered by an individual supervising offenders involved in work programs in the community effectively as part of a coordinated team, including coping with difficulties, irregularities and changes to routine

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=114e25cd-3a2c-4490-baae-47d68dcd2fde>

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=114e25cd-3a2c-4490-baae-47d68dcd2fde>

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=114e25cd-3a2c-4490-baae-47d68dcd2fde>

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=114e25cd-3a2c-4490-baae-47d68dcd2fde>