

CAMPBELL PAGE

• COMMUNITY • EMPLOYMENT • OPPORTUNITY •

Courses

BE THE BEST
YOU CAN BE.

ACCREDITED TRAINING PROGRAMS

At Campbell Page Employment and Training (RTO ID 60162) we provide nationally-accredited training programs across a range of sectors including aged care, home and community care, disability, early childhood education and care, business administration and foundation skills. As a registered training organisation (RTO), we have approval to deliver training and/or assessment in:

- CHC33015 Certificate III in Individual Support (*specialisations include Ageing, Home and Community & Disability*)
- CHC30113 Certificate III in Early Childhood Education and Care
- CHC50113 Diploma in Early Childhood Education and Care
- BSB20115 Certificate II in Business
- FSK10113 Certificate I in Access to Vocational Pathways
- FSK10213 Certificate I in Skills for Vocational Pathways
- FSK20113 Certificate II in Skills for Work and Vocational Pathways

Contact our training team for more information on course dates and locations on:
(03) 6214 5056 or training-services@cpet.com.au

For an up-to-date list of our training products, please [visit training.gov.au](http://visit.training.gov.au) to view the current [qualifications that we are authorised to deliver.](#)

CHC33015 CERTIFICATE III IN INDIVIDUAL SUPPORT

(specialisations include Ageing, Home and Community & Disability)

COURSE OVERVIEW

This qualification reflects the role of workers in the community and/or residential setting who follow an individualised plan to provide person-centred support to people who may require support due to ageing, disability or some other reason. Work involves using discretion and judgement in relation to individual support as well as taking responsibility for own outputs. Workers have a range of factual, technical and procedural knowledge, as well as some theoretical knowledge of the concepts and practices required to provide person-centred support.

To achieve this qualification, the candidate must complete a minimum of 120 hours work placement, which is included in this program as well as senior first aid.

Gaining a National Police Check is a pre-requisite for this program (as per The Aged Care Act 1997).

Occupational titles may include:

- Accommodation support worker
- Care service employees
- Care worker
- Community care worker
- Community house worker
- Community support worker
- Care assistant
- Field officer
- Home care assistant
- In-home respite worker
- Nursing assistant
- Personal care assistant
- Personal care giver or worker Disability service officer (in some jurisdictions)
- Residential care worker
- Support worker

Campbell Page Employment and Training currently offer the following modes of delivery for CHC33015 Certificate III in Individual Support:

- Class based: face to face training



CHC30113 CERTIFICATE III IN EARLY CHILDHOOD EDUCATION AND CARE

COURSE OVERVIEW

This qualification reflects the role of workers in a range of early childhood education settings who work within the requirements of the Education and Care Services National Regulations and the National Quality Standard. They support the implementation of an approved learning framework, and support children's wellbeing, learning and development. Depending on the setting, educators may work under direct supervision or autonomously.

Early childhood, education and care is an ever-growing industry with more parents than ever utilising child care in all its various forms. Due to recent growth in the child care sector and the roll out of the National Standard, from January 2014 the minimum qualification for entry to children services is a Certificate III. Any individual wishing to enter the child care industry must now be working towards, or currently hold, the Certificate III in Early Childhood Education and Care.

To achieve this qualification, the candidate must complete a minimum of 120 hours work placement in a regulated education and care service, which is included in this program as well as senior first aid and a working with vulnerable people check.

Occupational titles may include:

- Childhood Educator
- Childhood Educator Assistant
- Early Childhood Educator
- Family day care worker
- Nanny
- Outside school hours care assistant
- Playgroup supervisor
- Recreation assistant

Campbell Page Employment and Training currently offer the following modes of delivery for CHC30113 Certificate III in Early Childhood Education and Care:

- Class based: face to face training
- Traineeship: on the job training

CHC50113 DIPLOMA OF EARLY CHILDHOOD EDUCATION AND CARE

COURSE OVERVIEW

This qualification reflects the role of early childhood educators who are responsible for designing and implementing curriculum in early childhood education and care services. In doing so they work to implement an approved learning framework within the requirements of the Education and Care Services National Regulations and the National Quality Standard.

They may have responsibility for supervision of volunteers or other staff.

To achieve this qualification, the candidate must complete a minimum of 240 hours work placement in a regulated education and care service.

Occupational titles may include:

- Authorised Supervisor
- Centre Manager
- Children's Adviser
- Children's Service Director/Manager
- Children's Services Coordinator
- Director
- Team Leader
- Program Leader
- Child Development Worker
- Childhood Educator
- Childhood Educator Assistant
- Early Childhood Educator
- Family day care worker

Campbell Page Employment and Training currently offer the following modes of delivery for CHC50113 Diploma of Early Childhood Education and Care:

- Traineeship: on the job training

BSB20115 CERTIFICATE II IN BUSINESS

COURSE OVERVIEW

This qualification reflects the role of individuals in a variety of junior administrative positions who perform a range of mainly routine tasks using limited practical skills and fundamental operational knowledge in a defined context. Individuals in these roles generally work under direct supervision.

A two-week work placement is included as a requirement of our RTO for successful completion of this qualification.

Occupational titles may include:

- Administration Assistant
- Clerical Worker
- Data Entry Operator
- Information Desk Clerk
- Office Junior
- Receptionist

Campbell Page Employment and Training currently offer the following modes of delivery for BSB20115 Certificate II in Business:

- Class based: face to face training

FSK10113 CERTIFICATE I IN ACCESS TO VOCATIONAL PATHWAYS

COURSE OVERVIEW

This qualification is designed for individuals who require significant foundation skills support to access a vocational learning pathway.

The qualification is suitable for individuals who require:

- a prevocational pathway to employment and vocational training;
- reading, writing, numeracy, oral communication and learning skills at Australian Core Skills Framework (ACSF) Level 1;
- entry level digital technology and employability skills.

FSK10213 CERTIFICATE I IN SKILLS FOR VOCATIONAL PATHWAYS

COURSE OVERVIEW

This qualification is designed for individuals who need skills to prepare for a vocational pathway qualification or further foundation skills development.

It is suitable for individuals who require:

- a prevocational pathway to employment and vocational training;
- reading, writing, numeracy, oral communication and learning skills at Australian Core Skills Framework (ACSF) Level 2;
- entry level digital technology and employability skills;
- education, training and employment goals.

FSK20113 CERTIFICATE II IN SKILLS FOR WORK AND VOCATIONAL PATHWAYS

COURSE OVERVIEW

This qualification is designed for individuals who require further foundation skills development to prepare for workforce entry or vocational training pathways.

It is suitable for individuals who require:

- a pathway to employment or vocational training;
- reading, writing, numeracy, oral communication and learning skills at Australian Core Skills Framework (ACSF) Level 3;
- entry level digital literacy and employability skills;
- a vocational training and employment plan.

Campbell Page Employment and Training currently offer the following modes of delivery for:

FSK10113 Certificate I in Access to Vocational Pathways;

FSK10213 Certificate I in Skills for Vocational Pathways;

FSK20113 Certificate II in Skills for Work and Vocational Pathways:

- Class based: face to face training