

Certificate IV in Career Development CHC42108

Overview

This qualification covers workers who provide a range of programs and services to individuals and groups of clients and employers to support them in planning their career and/or locating, securing and maintaining suitable employment

Qualification Requirements

Total number of units = 16

13 core units as listed below

CHCCAR501B	Conduct career guidance interview
CHCCDP401B	Deliver service consistent with a career development framework
CHCCDP402B	Assist clients to plan and access career pathways
CHCCDP403B	Analyse and apply education and training information
CHCCOM403A	Use targeted communication skills to build relationships
CHCCS400A	Work within a relevant legal and ethical framework
CHCCS407B	Operate referral procedures
CHCCS411A	Work effectively in the community sector
CHCES411A	Collect, analyse and apply labor market information
CHCNET404A	Facilitate links with other services
CHCORG405C	Maintain an effective work environment
HLHIR403B	Work effectively with culturally diverse clients and co-workers
HLTOHS300A	Contribute to OHS processes

Plus 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



This qualification outline shows qualification packaging rules as documented in the National Training Package. Course delivery options, scheduling and available elective units may vary.

- Where appropriate, to address workplace requirements, units of competency packaged at this level or higher in other relevant training packages.

CHCAD401D	Advocate for clients
CHCCDP501B	Liaise with employers to promote flexible work arrangements
CHCES416A	Plan and provide job search support
CHCNET402A	Establish and maintain effective networks
BSBWOR404A	Develop work priorities
CHCCM401D	Undertake case management
CHCM402D	Establish and monitor a case plan
CHHCM404A	Undertake case management for clients with complex needs
CHCCS416A	Assess and provide services for clients with complex needs
CHCCW503A	Work intensively with clients
CHCES305B	Monitor Australian Apprenticeships arrangements
CHCES411A	Work effectively in employment services
CHCES402B	Deliver Australian Apprenticeships services
CHCES404B	Promote clients to employers
CHCES413A	Develop and monitor employment plans with clients
CHCES415A	Monitor and improve contracted employment services
CHCORG529B	Provide coaching and motivation

