



2010

Certificate IV in Social Housing CHC40908

Training Dates

- Face to face delivery in black text
- E Learning delivery in red text

Date	Training
CLUSTER 1	
Tuesday 23 rd & Wednesday 24 th February 10 <i>(also see June dates below)</i>	<i>This unit is repeated in June and at the end of the year</i> Manage and maintain tenancy agreements and services (2 day session) CHCCH410A (compulsory)
Thursday 25 th February 10	Rent: Manage tenancy rent, charges and rental arrears CHCCH413A and Manage rental assistance process CHCCH414C (both social housing electives)
CLUSTER 2	
E Learning Unit Commencing 1st March 10	Understanding Homelessness: Work effectively with people experiencing or at risk of homelessness CHCCH427A (compulsory)
Wednesday 24 th March 10 <i>(also see June dates below)</i>	<i>This unit is repeated in June and at the end of the year</i> Social Housing – the Big Picture: Work effectively in social housing CHCCH301A (compulsory)
Thursday 25 th March 10	Work within a relevant legal and ethical framework CHCCS400A (compulsory)
CLUSTER 3	
Wednesday 28 th April 10	Strengthening communication in your workplace: Use targeted communication skills to build relationships CHCCOM403A (compulsory)
Thursday 29 th April 10	Understanding Culture: Work effectively with culturally diverse clients and co-workers HLTHIR403B (compulsory) plus Work effectively with Aboriginal and/or Torres Strait Islander people HLTHIR404B (Work with Aboriginal and/or Torres Strait Islander communities elective)

2010 Certificate IV in Social Housing CHC40908 training dates continued ...

Date	Training
CLUSTER 4	
Wednesday 26 th May 10	Supports and networks: Provide support services to clients CHCCS419B plus Work effectively with other services and networks CHCNET501A (both compulsory units)
Thursday 27 th May 10	Complex needs: Provide services to clients with complex needs CHCCS504A (compulsory)
CLUSTER 5	
E Learning Unit Commencing 1st June 10	Workplace safety: Contribute to OHS processes HLTOHS300A (compulsory) Duration: 4 weeks
NEW WORKER INDUCTION CLUSTER	
22 nd & 23 rd June 2010	<i>This unit is repeated at the end of the year</i> Manage and maintain tenancy agreements and services (2 day session) CHCCH410A (compulsory)
E Learning Unit Commencing 28th June 10	<i>This unit is repeated via face to face delivery at the end of the year</i> Social Housing – the big picture: Work effectively in social housing CHCCH301A (compulsory) Duration: 4 weeks
CLUSTER 6	
Wednesday 28 th July 10	Inspections, vacancies & leasehold properties: Undertake property inspection CPPDSM301A (property industry elective), plus Manage vacant properties CHCCH416C, plus Manage leasehold properties CHCCH424B (both social housing electives),
Thursday 29 th July 10	Responsive Maintenance: Respond to property maintenance enquiries CHCCH317A (social housing elective)
CLUSTER 7	
Wednesday 25 th August 10	Applications and Allocations: Manage housing application processes CHCCH411A plus Manage housing allocations CHCCH412C (both social housing electives)

CLUSTER 8	
Thursday 26 th August 10	Engaging your community: Work within a community development framework CHCCD412A (community development elective) plus Facilitate client participation in the organisation and its management CHCCS410A (client services elective)
NEW WORKER INDUCTION CLUSTER	
Dates to be confirmed	Manage and maintain tenancy agreements and services (2 day session) CHCCH410A (compulsory)
Date to be confirmed	Social Housing – the big picture: Work effectively in social housing CHCCH301A (compulsory)

For further information on the packaging rules, entry requirements, delivery options, timeframes for completing the qualification, assessments, elective options, certification and general information please go to the document called *2010 Certificate IV Overview* on our website. Also see:

- *2010 Training Descriptors* which provide a snapshot of what each of the above training sessions will cover,
- *2010 Costs, venue, time information, and*
- *Registering for your training* (includes the registration form).