

# STEPS HAVE NEW ONLINE SEE COURSES!



**EDUCATION  
& TRAINING**

## Now Online!

In these challenging times due to the impacts of coronavirus, we are moving to online training, so you can get job ready and seek job opportunities in stable industries.

*Eligible jobseekers can now access free training through Skills for Education and Employment (SEE) to study a CHC33015 Certificate III in Individual Support.*



**We are excited to offer two FREE online courses:**

- An Introduction to Working in the Care Industry
- CHC33015 Certificate III in Individual Support

Our courses are designed to help students get the skills they need for careers as personal carers, support workers, kitchen staff, cleaners, and many other roles. STEPS continue to deliver a high standard of training and service delivered via phone, email and online platforms.



## INTRODUCTION TO WORKING IN THE AGED CARE SECTOR

**This course will provide an insight into working in the aged and disability sectors. Students are taken on an interactive virtual tour of an aged care facility and experience daily tasks in the workplace.**

This short course comprises of 2 accredited units:

- CHCCOM005 Communicate and work in health and community services
- HLTAAP001 Recognise healthy body systems

As well as covering important employability skills, resume writing and interview skills

**Duration:** 4 weeks full time, or 8 weeks part time  
(\* approximate, dependant on the individual)

**Full time:** 25 hours per week

**Part time:** 15 hours per week

## CHC33015 CERTIFICATE III IN INDIVIDUAL SUPPORT

7 core units, and 6 elective units:

### Core:

- CHCCCS015 Provide individualised support
- CHCCCS023 Support independence and well being
- CHCCCOM005 Communicate and work in health or community services
- CHCDIV001 Work with diverse people
- CHCLEG001 Work legally and ethically
- HLTAAP001 Recognise healthy body systems
- HLTWHS002 Follow safe work practices for direct client care

### Electives:

- CHCAGE001 Facilitate the empowerment of older people
- CHCAGE005 Provide support to people living with dementia
- CHCCCS025 Support relationships with carers and families
- CHCDIS001 Contribute to ongoing skills development using a strengths-based approach
- CHCDIS002 Follow established person-centred behaviour supports
- CHCDIS003 Support community participation and social inclusion

**Duration:** 26 weeks full time, or 44 weeks part time  
+ 120 hours of work placement

**Full time:** 25 hours per week

**Part time:** 15 hours per week

Our flexible course structure means that students can complete all theory components first and the practical work placement component (120 hours) when conditions allow.

## ABOUT OUR COURSES

The online delivery is a temporary delivery mode while the impacts of coronavirus limit our usual face to face delivery methods. These courses have rolling intakes. Students do not have to enrol in both courses, they are entirely stand alone.

Our students have access to a range of support networks via phone and email, and also receive regular one-on-one zoom lessons with an experienced trainer.

## WHO IS ELIGIBLE?

Jobseekers will need to meet the standard eligibility criteria under the SEE program, as well as:

- Have a home internet connection and computer with webcam
- Have adequate digital literacy skills to participate in online learning
- Be prepared to do 120 hours of unpaid work placement with a care provider at the end of the online component (CHC33015 only)
- Reside in the regions specified below. Check with your local office for more information
- Display LLN skills at a high level – has the ability to complete online activities somewhat independently

For a complete summary on eligibility visit [docs.employment.gov.au/documents/see-eligibility-criteria](https://docs.employment.gov.au/documents/see-eligibility-criteria)

## EMPLOYMENT AREAS

- Darwin
- Alice Springs
- Tennant Creek
- Katherine
- Cairns
- Atherton
- Mossman
- Palm Cove
- Innisfail



For more information about the course visit [www.stepsgroup.com.au/training/SEE-online](http://www.stepsgroup.com.au/training/SEE-online) or contact [individualsupport@stepsgroup.com.au](mailto:individualsupport@stepsgroup.com.au) or call 1300 131 965

The Skills for Education and Employment (SEE) program is funded by the Australian Government Department of Education, Skills and Employment.



RTO 1847