

# Childcare Advanced Diploma

CHARLTON BROWN®

*we train we place we care*

An Advanced Diploma extends on your already completed Diploma of Children's Services (prerequisite) qualification. It delves more deeply into the managing of a childcare centre as a business.

Throughout the course you learn leadership qualities, people management, workplace health and safety, and community networking.

As a Director it is important to work with families and the community in which you are located. This course will assist you in developing important community links and finding out what your community requires from your service. You will experience a great deal of personal and professional growth through increased knowledge of working with your community and other services.

You can complete this course to become fully qualified to work as a director in a childcare centre or to extend further on your knowledge of the industry as you work in other capacities, including nannying. ENHANCE TRAINING graduates are highly sought after by Childcare Centres in SA and interstate.

## Course Structure

### CHC60202 Advanced Diploma of Children's Services

#### Qualification Requirements

Compulsory	10 units
Elective	8 units
<b>Total</b>	<b>18 units</b>

#### Compulsory

CHCAD3A	Undertake systems advocacy
CHCCS4C	Manage the delivery of quality client services
CHCCS7C	Coordinate the assessment and delivery of services to clients with particular needs
CHCNET4A	Work with other services
BSBMGTS05A	Ensure a safe workplace
CHCORG20B	Promote and represent the service
CHCORG21B	Act as a resource to other services
CHCORG24B	Provide leadership in community services delivery
CHCORG7B	Manage workplace issues
CHCORG19B	Develop and maintain the quality of service outcomes

#### Electives (to be discussed with Academic Manager)

CHCRF22B	Plan childcare provision with families
CHCRF23B	Respond to problems and complaints about the service
CHCRF24B	Support parents in their parenting role
SRXTEM003A	Work autonomously
CHCPR13B	Facilitate the development of programs for children with additional needs
CHCRF21B	Promote equity in access to the service
CHCFC10B	Enhance the emotional and psychological development of children
CHCQM601A	Manage an accreditation process

## Studying Child Care at ENHANCE TRAINING

*we train* - ENHANCE TRAINING'S courses are Nationally Accredited through RTO Charlton Brown, Australia's leading education provider and agency. All ENHANCE TRAINING courses are recognised around the country.

### **Advanced Diploma of Children's Services**

To be eligible to study the Advanced Diploma you must have a Diploma of Children's Services plus at least three years experience working in child care.

This course explores more in-depth subjects relating to the running of a child care centre rather than working with the children.

Your leadership skills are fostered in this course with subjects including management and administration.

Skills you will learn include:

- Administrative duties including managing rosters & ordering equipment
- Financial management
- How to liaise and communicate with families, staff and the community
- How to manage a child care centre
- How to supervise trainees and students

### **Career opportunities**

This course is ideal for Group Leaders (Child Care Professionals) wishing to become Directors in child care centres.

### **Further Study Options**

The Advanced Diploma is a pathway for university studies in early childhood education.

### **Course duration**

The Advanced Diploma of Children's Services has no completion timeframe and can be studied externally.

### **Practical Experience**

As part of your studies, you will receive the opportunity to put your theoretical skills into practice in the workplace. Students of the Advanced Diploma will gain hands on experience in running a child care centre and handling managerial issues for a six month block during the course.

### **Benefits you will receive**

This course is for child care professionals who wish to progress to a management level within a child care centre. Students of the Advanced Diploma are required to complete Certificate IV in Training and Assessment, which qualifies you to supervise trainees and students.

*we place* - On completion of your course, the staff from ENHANCE TRAINING'S placement agency can assist you in finding a rewarding job as a nanny either in Australia or overseas or as a relief staff child care professional.

*we care* - The ENHANCE TRAINING team are passionate, highly qualified, industry experienced and qualified professionals who take a personal and hands on approach to teaching.

We believe that students should not be lectured at but rather study in an interactive learning environment. With small class sizes and innovative assessment, students are encouraged to reach their potential through their training.

For further information on studying a child care course at ENHANCE TRAINING call (08) 8132 1800 today.