Course information for
Bachelor of Community Services

Course Number
HE20528

Locations
This course is delivered fully online
Course Design

The Bachelor of Community Services will provide the professional training and education for work-ready graduates in a diverse community services industry, supporting the wellbeing of individuals, families and communities and facilitating social change. This entry qualification is a dynamic, hands-on course for graduates wanting employment in practice-based roles, for both government and non-government organisations.

The Bachelor of Community Services is a three year qualification (full time) or part time equivalent.

Course Learning Outcomes

Graduates of the Bachelor of Community Services will:

- Acquire a systematic and coherent body of knowledge in models, theories and methods of:
  - Organisational practice and management
  - Community services work interventions
  - Social and political structure and function
  - Individual human structure and function
  - Specialist areas of practice
- Undertake self-reflection and research to critically analyse and evaluate issues relevant to the delivery of social and welfare services in Australia.
- Apply problem-solving skills to new and complex situations to a broad range of community services practices
- Analyse, generate and develop intervention strategies in community services delivery and practice
- Utilise the necessary communication and interpersonal skills to effectively work as part of the multidisciplinary diverse teams within the community services industry.
- Utilise the necessary communication and interpersonal skills to effectively work with individual clients, groups and communities.
- Provide specialist community coordination and service management based on synthesis of research and evidence based practice
- Utilise specialist skills and knowledge to work with specific individuals and communities.
- Advocate for social action and social change.
Bachelor of Community Services

Bachelor of Community Services Course Structure

The structure below is the typical study pattern for a full time student. Elective choice and study pattern is determined by the campus. Subjects are worth 10 and 20 credit points (CP). 240 credit points required to complete Bachelor of Community Services.

Year 1 - Level 100: Foundation Knowledge and Skills

- **Semester 1** Complete all subjects
  - CSCSI101A Specialist communication (10 CP)
  - CSCSI103A Working in community services (10 CP)
  - CSORG101A Ethics and legislation in community services (10 CP)
  - CSSAP101A Academic foundations (10 CP)

- **Semester 2** Complete all subjects
  - CSCSI102A Group and community work (10 CP)
  - CSPSY101A Lifespan development (10 CP)
  - CSSAP102A Fields of practice 1 (20 CP)

Year 2 - Level 200: Application and Development

- **Semester 1** Complete all subjects
  - CSCSI201A Case management practice (10 CP)
  - CSORG201A Organisational communication (10 CP)
  - CSPSY201A Foundations of psychology (10 CP)
  - CSSOC201A Applied sociology (10 CP)

- **Semester 2** Complete 2 Core plus 2 elective
  - CSCSI202A Applied counselling practice (10 CP)
  - CSCSI203A Practice frameworks in context (10 CP)

  Plus 2 elective selected from the following:
  - CSSAP201A Foundations of working with families at risk (10 CP)
  - CSSAP202A Foundations of disability work (10 CP)
  - CSSAP203A Foundations of settlement work (10 CP)
  - CSSAP204A Foundations of working with Aboriginal and Torres Strait Islander people and communities (10 CP)

Year 3 - Level 300: SYNTHESIS

- **Semester 1** Complete all subjects
  - CSORG301A Organisational management in community services (10 CP)
  - CSCSI301A Community development work and international aid (10 CP)
  - CSSOC301A Social policy (10 CP)
  - CSSOC302A Research skills development (10 CP)

- **Semester 2** Complete 1 core plus 2 elective
  - CSSAP305A Fields of practice 2 (20 CP)

  Plus 2 elective selected from the following:
  - CSSAP301A Working with families at risk (10 CP)
  - CSSAP302A Working with people with disability (10 CP)
  - CSSAP303A Settlement work (10 CP)
  - CSSAP304A Working with Aboriginal and Torres Strait Islander people and communities (10 CP)
Overview of subject requirements

The information on the following pages provides an overview and an indicative assessment schedule for each subject in the course. It is provided for information purposes only. The Subject Guide distributed to enrolled students will detail full learning and assessment requirements for each subject.

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<thead>
<tr>
<th>SUBJECT: Specialist Communication</th>
<th>CODE: CSCSI101A</th>
<th>CREDIT POINTS: 10</th>
<th>CONTACT HRS: 4 hpw</th>
<th>PREREQUISITES: Nil</th>
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<tr>
<td>Subject overview</td>
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<td>Indicative assessment schedule</td>
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<td>Video recording of role play</td>
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<td>Summary of critical reflection</td>
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<td>Online PowerPoint or video presentation</td>
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<td>Research report</td>
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<td>Development of a policy and procedure</td>
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<th>PREREQUISITES: Nil</th>
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<tr>
<td>Indicative assessment schedule</td>
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<tr>
<td>Case studies</td>
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<td>Essay</td>
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SUBJECT: Academic Foundations  
CODE: CSSAP101A  CREDIT POINTS: 10  CONTACT HRS: 4 hpw  PREREQUISITES: Nil

Subject overview  
The objective of this subject is to ensure that students have a strong academic foundation to successfully engage with and complete this online degree course. Students will become well versed in on-line education tools and learning and assessment strategies at the higher education level. Topics covered in this subject will be revisited and deepened throughout the course.

Indicative assessment schedule  
- Literature review: 20%
- Short writing work: 20%
- Short essay: 40%
- Reflective journal blog: 20%

SUBJECT: Fields of Practice 1  
CODE: CSSAP102A  CREDIT POINTS: 20  CONTACT HRS: Placement  PREREQUISITES: Nil

Subject overview  
Students will integrate theory with practice and develop skills and knowledge as practitioners while undertaking 200 hours supervised workplace-integrated learning in a community service organisation.

Indicative assessment schedule  
- Development of a workplace profile: 20%
- Mid-placement Portfolio: 40%
- End of placement portfolio: 40%

SUBJECT: Case Management Practice  
CODE: CSCSI201A  CREDIT POINTS: 10  CONTACT HRS: 4 hpw  PREREQUISITES: Nil

Subject overview  
Students will apply the process of case management to support individuals to attain their goals and increase individual self-care capacity through collaborative practice.

Indicative assessment schedule  
- Case study: 30%
- Case study: 40%
- Reflective journal blog: 30%

SUBJECT: Applied Counselling Practice  
CODE: CSCSI202A  CREDIT POINTS: 10  CONTACT HRS: 4 hpw  PREREQUISITES: Nil

Subject overview  
Students will develop and apply counselling skills to a range of therapeutic approaches that will enable individuals to develop self-understanding and to facilitate change in their lives.

Indicative assessment schedule  
- Case study: 20%
- Online role play: 40%
- Video recording of a role play: 40%

SUBJECT: Practice Frameworks in Context  
CODE: CSCSI203A  CREDIT POINTS: 10  CONTACT HRS: 4 hpw  PREREQUISITES: Nil

Subject overview  
Students will integrate evidence-based frameworks of practice, underpinned by anti-oppressive foundations, to facilitate change in the lives of individuals and communities in diverse contexts.

Indicative assessment schedule  
- Reflexive journal: 20%
- Posters: 40%
- Posters: 40%

SUBJECT: Organisational Communication  
CODE: CSORG201A  CREDIT POINTS: 10  CONTACT HRS: 4 hpw  PREREQUISITES: Nil

Subject overview  
Students will acquire communication strategies for effective organisational practice and will develop knowledge of the organisational structures that emerge to support these strategies through an examination of organisational communication approaches and processes.

Indicative assessment schedule  
- Literature review: 20%
- Committee report: 40%
- Portfolio: 40%
### Subject: Foundations of Psychology

**Code:** CSPSY201A  
**Credit Points:** 10  
**Contact Hrs:** 4 hpw  
**Prerequisites:** Nil

**Subject Overview**
Students will apply the knowledge of key factors that influence human behaviour gained through the examination of the historical and theoretical foundations of psychological concepts to community services work practices.

**Indicative Assessment Schedule**
- Online tests: 60%
- Case study: 40%

### Subject: Foundations of Working with Families at Risk

**Code:** CSSAP201A  
**Credit Points:** 10  
**Contact Hrs:** 4 hpw  
**Prerequisites:** Nil

**Subject Overview**
Students will develop analyse and apply knowledge of theoretical approaches to work with families at risk of a range of harms.

**Indicative Assessment Schedule**
- Online short answer quiz: 20%
- Case study: 40%
- Submission in response: 40%

### Subject: Foundations of Disability Work

**Code:** CSSAP202A  
**Credit Points:** 10  
**Contact Hrs:** 4 hpw  
**Prerequisites:** Nil

**Subject Overview**
Students will develop foundation knowledge required to examine the impact of disability on the individual, family and society and the provision of disability services in Australia within the framework of social inclusion, human rights and social justice.

**Indicative Assessment Schedule**
- Online presentation: 30%
- Development of a profile: 30%
- Essay: 40%

### Subject: Foundations of Settlement Work

**Code:** CSSAP203A  
**Credit Points:** 10  
**Contact Hrs:** 4 hpw  
**Prerequisites:** Nil

**Subject Overview**
Students will develop a foundational knowledge of the key elements of effective settlement of migrant and humanitarian entrants through examination of the historical and theoretical development and context of migration and settlement work in Australia and internationally.

**Indicative Assessment Schedule**
- Online PowerPoint or video presentation: 20%
- Article review and critical analysis: 40%
- Submission in response: 40%

### Subject: Foundations of Working with Aboriginal and Torres Strait Islander People and Communities

**Code:** CSSAP204A  
**Credit Points:** 10  
**Contact Hrs:** 4 hpw  
**Prerequisites:** Nil

**Subject Overview**
Students will develop knowledge of cultural competence for working with Aboriginal and Torres Strait Islander people and communities. Students will also develop knowledge of the impacts of historical and political events in relation to contemporary issues from within a human rights and social justice framework.

**Indicative Assessment Schedule**
- Online PowerPoint or video presentation: 20%
- Poster: 40%
- Essay: 40%

### Subject: Applied Sociology

**Code:** CSSOC201A  
**Credit Points:** 10  
**Contact Hrs:** 4 hpw  
**Prerequisites:** Nil

**Subject Overview**
This subject aims to raise awareness of globalisation and its impact on Australian businesses in both government and non-government sectors. It commences with a brief exploration of some global trends, for example outsourcing, the use of technology, splitting functions e.g. manufacturing and assembly, and customisation of products or services to suit local customs and tastes. It examines the impact of these trends in Australia, including the necessity to communicate and do business with international companies and governments inside and outside Australia. Characteristics of the Australian way of doing business are explored in order to provide a basis for comparison with other countries.

**Indicative Assessment Schedule**
- Article review and critical analysis: 20%
- Essay: 40%
- Briefing paper: 40%
### SUBJECT: Community Development Work and International Aid

**CODE:** CSCSI301A  
**CREDIT POINTS:** 10  
**CONTACT HRS:** 4 hpw  
**PREREQUISITES:** Nil

**Subject overview**  
Students will examine community development theory and practice that builds community capacity and supports sustainable and ethical community development as a method of social change and social action within Australia and in the field of International aid.

**Indicative assessment schedule**  
- Poster presentation: 20%
- Project Proposal: 30%
- Essay: 50%

### SUBJECT: Organisational Management in Community Services

**CODE:** CSORG301A  
**CREDIT POINTS:** 10  
**CONTACT HRS:** 4 hpw  
**PREREQUISITES:** Nil

**Subject overview**  
Students will critically analyse organisational and service delivery issues within a management framework and develop skills in coordinating and managing a small community organisation, program area or project.

**Indicative assessment schedule**  
- Project plan (Part A): 40%
- Project plan (Part B): 20%
- Project plan (Part C): 40%

### SUBJECT: Working with families at risk

**CODE:** CSSAP301A  
**CREDIT POINTS:** 10  
**CONTACT HRS:** 4 hpw  
**PREREQUISITES:** Nil

**Subject overview**  
Students will critically analyse a range of approaches and apply intervention strategies appropriate to families at risk of harm.

**Indicative assessment schedule**  
- Case study: 10%
- Case study: 15%
- Case study: 15%
- Case study: 15%
- Case study: 35%
- Summary of critical reflection: 10%

### SUBJECT: Working With People with Disability

**CODE:** CSSAP302A  
**CREDIT POINTS:** 10  
**CONTACT HRS:** 4 hpw  
**PREREQUISITES:** CSSAP202A

**Subject overview**  
Students will apply evidence-based practice for working with people with disability with a focus on developing key skills for the National Disability Insurance Scheme (NDIS).

**Indicative assessment schedule**  
- Based on a teacher-provided case study: 50%
- Based on the same case study: 50%

### SUBJECT: Settlement Work

**CODE:** CSSAP303A  
**CREDIT POINTS:** 10  
**CONTACT HRS:** 4 hpw  
**PREREQUISITES:** CSSAP203A

**Subject overview**  
Students will examine the provision of settlement services and will apply theory of effective settlement work to practice with migrant individuals, families and communities taking into consideration their social, economic, cultural and physical integration needs, including the role of civil society, citizenship and belonging.

**Indicative assessment schedule**  
- Information Session: 20%
- Online discussion: 30%
- Report to manager/management committee: 50%

### SUBJECT: Working With Aboriginal and Torres Strait Islander People and Communities

**CODE:** CSSAP304A  
**CREDIT POINTS:** 10  
**CONTACT HRS:** 4 hpw  
**PREREQUISITES:** Nil

**Subject overview**  
Students will apply cultural competence and knowledge of contemporary issues to support collaborative work with Aboriginal and Torres Strait Islander people, communities and organisations.

**Indicative assessment schedule**  
- Development of principles and practice: 20%
- Report to a program committee: 50%
- Report to an integrated service network: 30%
SUBJECT: Fields of Practice 2
CODE: CSSAP305A CREDIT POINTS: 20 CONTACT HRS: Placement PREREQUISITES: Nil

Subject overview
Students will integrate theory with practice and develop skills and knowledge as practitioners while undertaking 200 hours supervised workplace-integrated learning in a community service organisation.

Indicative assessment schedule
Organisational management report 20%
Mid-placement Portfolio 40%
End of placement portfolio 40%

SUBJECT: Social Policy
CODE: CSSOC301A CREDIT POINTS: 10 CONTACT HRS: 4 hpw PREREQUISITES: Nil

Subject overview
Students will examine the historical development of Australian social policy from a social, political and economic perspective. Students will critically analyse current issues, the provision of social welfare, the regulation of social conduct and social policy processes. Students will develop introductory skills in policy analysis to determine the impact on diverse communities and identify the mechanisms for social change.

Indicative assessment schedule
Annotated bibliography 20%
Presentation and debate 30%
Prepare an inquiry submission 50%

SUBJECT: Research skills development
CODE: CSSOC302A CREDIT POINTS: 10 CONTACT HRS: 4 hpw PREREQUISITES: Nil

Subject overview
Students will examine the purpose of social research; the processes used in Community Services and apply knowledge of research design: the research question, methods, data collection, data analysis and interpretation, to the development of a research proposal.

Indicative assessment schedule
Online ethical debate 20%
Literature review 30%
Research proposal 50%