Course Enrolment Guide 2008

Postgraduate Certificate in Human Services
Postgraduate Certificate in Human Services (Child Protection)
Postgraduate Certificate in Human Services (Leadership)
Postgraduate Certificate in Human Services (Youth Work)

School of Social Work

Canberra Campus – Australian Capital Territory

Contact Details:

Degree/Major: Postgraduate Certificate in Human Services
               Postgraduate Certificate in Human Services (Child Protection)
               Postgraduate Certificate in Human Services (Leadership)
               Postgraduate Certificate in Human Services (Youth Work)

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1. How to use this Guide

This Course Enrolment Guide 2008 provides you with information on the units you will require to complete your course; and when and where the units will be offered in 2008.

Steps to enrol in units for 2008

1. Read Section 2. ‘Program Information’ for information on course structure and unit sequence. Take note of any prerequisite or co-requisite requirements before selecting particular units.

2. Refer to the unit listings in Section 3. ‘Units Offered in 2008’ to select your units. Take note of the study period in which units are offered.

3. You must refer to ‘Enrolment Information 2008’ on the ACU intranet for information on how to complete your enrolment via Student Connect*. ‘Enrolment Information 2008’ also provides information on study period definitions, modes of study, campus locations, dates for each study period and census dates.

4. Log on to Student Connect* and enrol.

Contacting your Adviser

The Course Co-ordinator will be available to assist you with re-enrolment. You may ring, email them or see them in person. Please refer to contact details on the front page of this guide or contact your School administration officer for further information.

Please note these courses can only be offered if minimum numbers are achieved. Contact the School for further information.

*Student Connect is a web interface allowing students to complete their ACU National enrolment online.
2. Program Information

Program Map – Postgraduate Certificate in Human Services

(Specialisations are available in Leadership, Child Protection and Youth Work)

<table>
<thead>
<tr>
<th>Year 1</th>
<th>Postgraduate Certificates in Human Services</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>GENERIC</td>
</tr>
<tr>
<td>1</td>
<td>Elective unit</td>
</tr>
<tr>
<td>2</td>
<td>Elective unit</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Year 2</th>
<th>Postgraduate Certificates in Human Services</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Elective unit</td>
</tr>
<tr>
<td>2</td>
<td>Elective unit</td>
</tr>
</tbody>
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Course Structure

POSTGRADUATE CERTIFICATE IN HUMAN SERVICES
PgCertHumServs

40 cp

Minimum duration: 6 months full-time or equivalent part-time.

EFTSL value of units: All 10 cp units in this course have an EFTSL value of 0.125. Units with a cp value of a multiple of 10 have corresponding EFTSL values.

1. Requirements for Completion of the Postgraduate Certificate

To qualify for the Postgraduate Certificate, a student must complete 40 cp from the Schedule of Unit Offerings.

Schedule of Unit Offerings

Prerequisite (Pre), co-requisite (Co) and Incompatible (Inc) units are indicated in parentheses where applicable.

COUN615 10 Leadership and Communication
COUN616 10 Relationship and Family Counselling (Pre: COUN621 Foundations of Counselling¹)

¹ For students who enter the course with recognised expertise in counselling, this prerequisite may be waived by the Course Co-ordinator.
POSTGRADUATE CERTIFICATE IN HUMAN SERVICES (Child Protection)

PGCertHumServs(ChildProt)

40 cp

Minimum duration: 6 months full-time or equivalent part-time.

**EFTSL value of units:** All 10 cp units in this course have an EFTSL value of 0.125. Units with a cp value of a multiple of 10 have corresponding EFTSL values.

1. **Requirements for Completion of the Postgraduate Certificate**

To qualify for the Postgraduate Certificate, a student must complete 40 cp from the Schedule of Unit Offerings, comprising:

(a) 30 cp from Core units; and

(b) 10 cp from Electives.

**Schedule of Unit Offerings**

Prerequisite (Pre), co-requisite (Co) and incompatible (Inc) units are indicated in parentheses where applicable.

**Core Units**

- SWTP605 10 Child Protection Context and Policy
- SWTP615 10 Families with High and Complex Needs
- YSED610 10 Working with Children and Young People

**Electives**

- COUN615 10 Leadership and Communication
- COUN616 10 Relationship and Family Counselling (Pre: COUN621 Foundations of Counselling)
- COUN620 10 Grief and loss: Issues and Approaches (Pre: COUN621 Foundations of Counselling)
- COUN622 10 Mediation and Conflict Resolution (Pre: COUN621 Foundations of Counselling)
- LEGL504 10 The Legal Environment (Inc: EXSC661 Sports Law and the Regulatory Environment)
- LEGL505 10 Duty of Care
- PHIL506 10 Ethics in a Faith-Based Organisation
- SOCI607 10 Managing the Research Process

2 For students who enter the course with recognised expertise in counselling, this prerequisite may be waived by the Course Co-ordinator.
POSTGRADUATE CERTIFICATE IN HUMAN SERVICES (Leadership)
PgCertHumServs(Lead)

40 cp
Minimum duration: 6 months full-time or equivalent part-time.

**EFTSL value of units:** All 10 cp units in this course have an EFTSL value of 0.125. Units with a cp value of a multiple of 10 have corresponding EFTSL values.

1. **Requirements for Completion of the Postgraduate Certificate**
To qualify for the Postgraduate Certificate, a student must complete 40 cp from the Schedule of Unit Offerings, comprising:
(a) 30 cp from Core units; and
(b) 10 cp from Electives.

**Schedule of Unit Offerings**
Prerequisite (Pre), co-requisite (Co) and incompatible (Inc) units are indicated in parentheses where applicable.

**Core Units**
- **SOCI608** 10 Contemporary Human Service Management
- **SOCI610** 10 Social Justice and Advocacy
- **SWTP602** 10 Leadership in Human Service Organisations
- **SWTP603** 10 Professional Supervision and Consultation in the Human Services
- **SWTP604** 10 Special Studies in the Human Services
- **SWTP618** 10 Ethics of Human Services Practice (Inc: THEO567 Catholic Ethos and Social Teaching)

**Electives**
- **COUN615** 10 Leadership and Communication
- **COUN616** 10 Relationship and Family Counselling (pre: COUN621 Foundations of Counselling³)
- **COUN620** 10 Grief and loss: Issues and Approaches (pre: COUN621 Foundations of Counselling³)
- **COUN622** 10 Mediation and Conflict Resolution (pre: COUN621 Foundations of Counselling³)
- **LEGL504** 10 The Legal Environment (inc: EXSC661 Sports Law and the Regulatory Environment)
- **LEGL505** 10 Duty of Care
- **PHIL506** 10 Ethics in a Faith-Based Organisation (Inc: SWTP618 Ethics of Human Services Practice)
- **SOCI607** 10 Managing the Research Process
- **SOCI610** 10 Social Justice and Advocacy
- **SWTP604** 10 Special Studies in the Human Services
- **SWTP605** 10 Child Protection Context and Policy
- **SWTP615** 10 Families with High and Complex Needs
- **SWTP618** 10 Ethics of Human Services Practice (Inc: PHIL506 Ethics in a Faith-Based Organisation)
- **SWTP616** 10 Models of Intervention in Human Services

³ For students who enter the course with recognised expertise in counselling, this prerequisite may be waived by the Course Co-ordinator.
POSTGRADUATE CERTIFICATE IN HUMAN SERVICES (Youth Work)
PGCertHumServs(YthW)

40 cp
Minimum duration: 6 months full-time or equivalent part-time.

EFTSL value of units: All 10 cp units in this course have an EFTSL value of 0.125. Units with a cp value of a multiple of 10 have corresponding EFTSL values.

1. Requirements for Completion of the Postgraduate Certificate
To qualify for the Postgraduate Certificate, a student must complete 40 cp from the Schedule of Unit Offerings, comprising:
(a) 30 cp from Core units; and
(b) 10 cp from Electives.

Schedule of Unit Offerings
Prerequisite (Pre), co-requisite (Co) and incompatible (Inc) units are indicated in parentheses where applicable.

Core Units
YSED600 10 Principles of Effective Youth Work
YSED602 10 Young People at Risk
YSED604 10 Youth Cultures

Electives
COUN615 10 Leadership and Communication
COUN616 10 Relationship and Family Counselling (Pre: COUN621 Foundations of Counselling³)
COUN620 10 Grief and loss: Issues and Approaches (Pre: COUN621 Foundations of Counselling³)
COUN622 10 Mediation and Conflict Resolution (Pre: COUN621 Foundations of Counselling³)
LEGL504 10 The Legal Environment (Inc: EXSC661 Sports Law and the Regulatory Environment)
LEGL505 10 Duty of Care
PHIL506 10 Ethics in a Faith-Based Organisation (Inc: SWTP6XX Ethics of Human Service Practice)
SOCI607 10 Managing the Research Process
SOCI608 10 Contemporary Human Services Management
SOCI610 10 Social Justice and Advocacy
SWTP602 10 Leadership in Human Services Organisations
SWTP604 10 Special Studies in the Human Services
SWTP605 10 Child Protection Context and Policy
SWTP615 10 Families with High and Complex Needs
SWTP618 10 Ethics of Human Services Practice (Inc: PHIL506 Ethics in a Faith-Based Organisation
SWTP616 10 Models of Intervention in Human Services
SWTP617 10 Cross-Cultural Practice
THEO567 10 Catholic Social Teaching
THEO667 10 Theology of the Human Person
YSED610 10 Working with Children and Young People

Other elective approved by the Course Coordinator

³ For students who enter the course with recognised expertise in counselling, this prerequisite may be waived by the Course Co-ordinator.
UNIT DESCRIPTIONS FOR CORE AND ELECTIVE UNITS

SOCI 608 Contemporary Human Services Management (Core unit in the leadership specialisation)
Prerequisites Nil
Teaching Organisation Students will participate in the equivalent of 24 hours class time in a semester in a range of face-to-face and flexible-delivery approaches.

This unit will examine a range of central issues in contemporary human service agencies arising from major changes in the role of the state and the redrawing of boundaries between the public sector, the for-profit sector and the not-for-profit or community sector since the early 1980s. An understanding of these changes provides the basis for an exploration of the character and role of human service organisations around such issues as changing goals of human service organisations, new roles for managers and new organisational structures. The unit will explore issues like contracting out, relations with government, managing budgets and the funding cycle, human resource management, employment contracts, new technologies in the work place, evaluation and managing change.

SWTP602 Leadership in Human Services Organisations (Core unit in the leadership specialisation)
Prerequisites Nil
Teaching Organisation Students will participate in the equivalent of 24 hours class time in a semester in a range of face-to-face and flexible-delivery approaches.

This unit will examine issues related to leadership in human service organisations, particularly from a social justice perspective. It explores the nature and role of leadership in the changing context of human service delivery. This provides the context for considering the following issues: leadership styles and role; gender and leadership; management and leadership; leadership and change.

SWTP603 Professional Supervision and Consultation in the Human Services (Core unit in the leadership specialisation)
Prerequisites Nil
Teaching Organisation Students will participate in the equivalent of 24 hours class time in a semester in a range of face-to-face and flexible-delivery approaches.

This unit will explore the practice of professional supervision in the Human Services. The applicability of current models of supervision in different areas of Human Services management and practice will be critically examined. These include the traditional one-to one model, peer supervision, consultation, mentoring, group supervision, self-supervision, peer supervision, distance supervision and external supervision. The issue of ethics in supervision will be considered with particular emphasis on issues of boundaries, confidentiality and the use of self in practice. An important aspect of the course is the development of the skills of supervision, including the development of supervision contracts, the skills of giving constructive feedback, the development of reflective practice and conflict resolution.

SWTP605 Child Protection Context and Policy (Core unit in Child Protection specialisation)
Prerequisites Nil
Teaching Organisation Students will participate in the equivalent of 24 hours class time in a semester in a range of face-to-face and flexible-delivery approaches.

The aim of this unit is to provide students with a critical examination of child welfare policies and institutions. It will give students a critical context for understanding the development of child welfare policies in Australia and internationally and the politics surrounding the issues. Students are expected to have a thorough understanding of the policies and issues in child welfare.
YSED610 Working with Children and Young People (Core unit in Child Protection specialisation)
Prerequisites Nil
Teaching Organisation Students will participate in the equivalent of 24 hours class time in a semester in a range of face-to-face and flexible-delivery approaches.

The aim of this unit is to introduce students to specialised knowledge and skills for working with children and young people in a range of human services contexts. The unit gives students an understanding of theoretical perspectives about child development, attachment and behaviour with particular emphasis on how different life experiences and events such as life transitions, loss and grief, trauma and abuse impact on children and young people. Students will be encouraged to consider some of the dilemmas that may arise when working with children and young people with an emphasis on how workers can facilitate the participation of children and young people in service delivery.

SWTP615 Families with High and Complex Needs (Core unit in Child Protection specialisation)
Prerequisites Nil
Teaching Organisation Students will participate in the equivalent of 24 hours class time in a semester in a range of face-to-face and flexible-delivery approaches.

The unit introduces students to the specialised knowledge and skills required to work with families who have high and complex needs related to poverty and homelessness, drug and alcohol, mental health, disability and family violence issues. Consideration will be given to the impact of these needs on the individual and the family. The unit will give students an understanding of theories about poverty, homelessness, drug and alcohol, mental health, disability and family violence issues as well as the range of perspectives that underpin the delivery of human services to affected families, such as family-centered practice, strengths-based practice. The skills required to work with these families in a range of human services contexts will be presented.

YSED604 Youth Cultures (Core unit in Youth work specialisation)
Prerequisites Nil
Teaching Organisation Students will participate in the equivalent of 24 hours class time in a semester in a range of face-to-face and flexible-delivery approaches.

This unit offers sociological and anthropological insights into youth cultures. It explores historical and the lived experiences of collective youth action. It considers both legitimate youth cultures (e.g., scouts, schools) and those with a deviant status. Questions are asked about the distinctive features of each. The role of the media and professionals are evaluated in respect to various state and institutional responses to collective youth action. Similarly the role of the economy, and particularly the fashion and music industries, is analysed in respect to young people’s collective identities and action.
**YSED600 Principles of Effective Youth Work (Core unit in Youth work specialisation)**

**Prerequisites** Nil

**Teaching Organisation** Students will participate in the equivalent of 24 hours class time in a semester in a range of face-to-face and flexible-delivery approaches.

This unit introduces students to the variety of fields, organisations and principles of youth work, teaching and more broadly human services. Particular attention is given to the practical considerations of making positive change. It also sets out to establish the possible rationales for interventions into young peoples’ lives, to examine the legitimations typically deployed and the validity of any/or all of those rationales. This unit involves a mapping exercise in which students establish a framework for identifying different types of practice when working with young people, the sites in which such work takes place and some of the main contemporary issues facing workers. It will develop a framework that assists students to begin to develop principles for effective practice. The relationship between the capacity to reflect critically on practice issues, to develop sustainable and effective forms of practice and relate both capacities to ethically responsible practice is central to this unit.

**YSED602 Young People at Risk (Core unit in Youth work specialisation)**

**Prerequisites** Nil

**Teaching Organisation** Students will participate in the equivalent of 24 hours class time in a semester in a range of face-to-face and flexible-delivery approaches.

In this unit consideration is given to young people in two ways: what do we know about the experience of young people and how have youth as vulnerable and as a threat been represented. Particular attention is given to the constitution of the categories of ‘adolescence’, ‘delinquent’, ‘maladjusted youth’, ‘deviant youth’, ‘youth at risk’, drawing on the work of people such as Burt, Homel, Catalono, Dryfoos, Rutter as well as critics like Kelly and Rose. Insights will also be provided regarding actual risks associated with being young in various contexts, and how those risks are experienced and portrayed within those context environments. This unit will include material on young people at risks of abuse, neglect, substance abuse, homelessness, as well as young people who present as risks to others in terms of various ‘anti-social’ activities such as violence and criminality.

**SWTP6618 Ethics of Human Services Practice (Elective)**

**Prerequisites** Nil

**Teaching Organisation** Students will participate in the equivalent of 24 hours class time in a semester in a range of face-to-face and flexible-delivery approaches.

This unit explores the role and place of ethics in human services practice, with a particular focus on working with children and young people. It considers statutory obligations facing practitioners in light of a range of ethical paradigms. A sharp distinction is made between imposed legal obligation and appropriate ethical standards, especially in the context of being an ethical practitioner. Central to this exploration are the questions of professional boundaries, client needs, the centrality of truth-telling and the role of an ethic of care.

**SWTP616 Models of Intervention in the Human Services (Elective)**

**Prerequisites** Nil

**Teaching Organisation** Students will participate in the equivalent of 24 hours class time in a semester in a range of face-to-face and flexible-delivery approaches.

The unit explores current models of intervention in the area of child and family practice including a range of primary, secondary and tertiary interventions. These include early intervention and prevention programs, community development strategies and case management. Students will also be introduced to the principles and skills of collaborative practice, strengths-based practice and anti-oppressive practice in the human services. The theories of practice that underpin these perspectives will be presented.
SWTP604 Special Studies in the Human Services (Elective)  
Prerequisites Nil  
Teaching Organisation Students will participate in the equivalent of 24 hours class time in a semester in a range of face-to-face and flexible-delivery approaches.

The purpose of the unit is to allow students to explore a particular area of the human services specific to their postgraduate specialisation. The unit allows students to deepen their understanding of a topic specific to their workplace and will provide them with the opportunity to develop their knowledge of issues around one of three major areas of study: leadership, youth work, mental health or child protection. The unit may also be offered by a visiting academic whose expertise is relevant to the goals of the postgraduate program in the human services.

SWTP617 Cross-Cultural Practice (Elective)  
Prerequisites Nil  
Teaching Organisation Students will participate in the equivalent of 24 hours class time in a semester in a range of face-to-face and flexible-delivery approaches.

The unit will focus on the specialised knowledge and skills required from workers in human services who provide services to people from a range of culturally and linguistically diverse backgrounds as well as Aboriginal and Torres Strait Islander families and communities. A range of theoretical perspectives will be presented with an emphasis on the theories that support the development anti-oppressive practices. A range of practice contexts in child and family welfare in urban and rural settings will be explored. The particular needs of asylum seeker and refugee families will be explored as well as those Aboriginal and Torres Strait Islander families that have been affected by the Stolen Generation. The skills of engaging and working with families, working with interpreters and bi-cultural workers will also be identified.

SOCl607 Managing the Research Process (Elective)  
Prerequisites Nil  
Teaching Organisation Students will participate in the equivalent of 24 hours class time in a semester in a range of face-to-face and flexible-delivery approaches.

The aim of this unit is to provide students with the critical and practical framework for undertaking and managing research in a community agency or public sector organisation setting. It will build on student’s existing knowledge of research methodology to enhance their insight into, and their capacity to identify and manage, key aspects of the practice and best use of research in human service organisations.
3. Units Offered in 2008

OFFERED SEMESTER 1

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Unit Title</th>
<th>Location – Delivery Mode</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOCI608</td>
<td>Contemp Human Service Mgmt (Contemporary Human Services Management)</td>
<td>Canberra - On Campus</td>
</tr>
<tr>
<td>SWTP604</td>
<td>Special Studies in the Human Services</td>
<td>Canberra – On campus</td>
</tr>
<tr>
<td>SOCI607</td>
<td>Managing the Research Process</td>
<td>Canberra – Mixed mode</td>
</tr>
<tr>
<td>YSED604</td>
<td>Youth Cultures</td>
<td>Canberra – Mixed mode</td>
</tr>
<tr>
<td>SWTP605</td>
<td>Child Welfare Context And Policy (Child Protection context and policy)</td>
<td>Canberra – On campus</td>
</tr>
<tr>
<td>SWTP615</td>
<td>Families with high and complex needs</td>
<td>Canberra – On campus</td>
</tr>
</tbody>
</table>

OFFERED SEMESTER 2

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Unit Title</th>
<th>Location – Delivery Mode</th>
</tr>
</thead>
<tbody>
<tr>
<td>SWTP602</td>
<td>Leadership in Human Services Organisations</td>
<td>Canberra – On campus</td>
</tr>
<tr>
<td>SWTP604</td>
<td>Special Studies in the Human Services</td>
<td>Canberra – On campus</td>
</tr>
<tr>
<td>SWTP616</td>
<td>Models of Intervention in the Human Services</td>
<td>Canberra – On campus</td>
</tr>
<tr>
<td>SWTP617</td>
<td>Cross cultural practice</td>
<td>Canberra – On campus</td>
</tr>
<tr>
<td>YSED610</td>
<td>Working with Children and Young People</td>
<td>Canberra – On campus</td>
</tr>
<tr>
<td>SWTP618</td>
<td>Ethics in Human Services Practice</td>
<td>Canberra – On campus</td>
</tr>
<tr>
<td>SWTP603</td>
<td>Professional Supervsn &amp; Consult In Human Servs (Professional supervision and consultation in the human services)</td>
<td>Canberra – On campus</td>
</tr>
<tr>
<td>SOCI607</td>
<td>Managing the Research Process</td>
<td>Canberra – Mixed mode</td>
</tr>
</tbody>
</table>

Delivery Modes:
- **On Campus** - Offered face-to-face or with a WebCT component at any one of the six ACU National campuses.
- **On Site** - The unit is offered face-to-face at any location other than one of the six ACU National campuses.
- **Distance** - The unit is offered wholly through the provision of printed material to the student. These units may include a WebCT component but the printed material is the primary source of teaching.
- **Online** - The unit is offered wholly through ACU National Online.
- **Mixed mode** - The unit is offered as a combination of distance and either on campus or on site delivery modes.