Course Enrolment Guide
2008

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

School of Social Work

Brisbane Campus – Queensland

Contact Details:

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

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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**

<table>
<thead>
<tr>
<th>Sem</th>
<th>Postgraduate Certificate in Human Services (Leadership or Child Protection)</th>
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</thead>
<tbody>
<tr>
<td></td>
<td><strong>LEADERSHIP</strong></td>
</tr>
<tr>
<td>1</td>
<td><strong>SOCl608</strong> Contemporary Human Service Management</td>
</tr>
<tr>
<td></td>
<td><strong>SWTP605</strong> Child Protection Context and Policy</td>
</tr>
<tr>
<td>2</td>
<td><strong>SWTP602</strong> Leadership in Human Service Organisations</td>
</tr>
<tr>
<td></td>
<td><strong>YSED610</strong> Working with Children and Young People</td>
</tr>
</tbody>
</table>

| Year 2 | | Year 2 |
|--------|------------------------|
| 1      | Elective unit          |
|        | **SWTP615** Families with High and Complex Needs                           |
| 2      | **SWTP603** Professional Supervision and Consultation in the Human Services |
|        | Elective unit           |
COURSE RULES

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\(^1\))
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
SOCI608  10  Contemporary Human Services Management
SOCI610  10  Social Justice and Advocacy
SWTP602  10  Leadership in Human Services 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 Practice)
SWTP616  10  Models of Intervention in Human Services
SWTP617  10  Cross-Cultural Practice
THEO567  10  Catholic Ethos and Social Teaching (Inc: SWTP618 Ethics of Human Serv Practice)
THEO667  10  Theology of the Human Person
YSED600  10  Principles of Effective Youth Work
YSED601  10  Critical Issues, Young People and Schooling
YSED602  10  Young People at Risk
YSED604  10  Youth Cultures
YSED607  10  Justice and Young People

Or other elective approved by the Course Coordinator

\(^1\) 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 (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.

<table>
<thead>
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<tr>
<td>SOCI608 10</td>
<td>Contemporary Human Service Management</td>
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<td>Professional Supervision and Consultation in the Human Services</td>
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Or other elective approved by the Course Coordinator

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^2 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

SOCi608 Contemporary Human Services Management (Core unit 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 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 & Consultation in the Human Services (Core unit 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 & Young People (Core unit 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 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.

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.

SOCI607 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</td>
<td>Brisbane – On campus</td>
</tr>
<tr>
<td></td>
<td>(Contemporary Human Services Management)</td>
<td></td>
</tr>
<tr>
<td>SWTP605</td>
<td>Child Protection context and policy</td>
<td>Brisbane – 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>Brisbane – On campus</td>
</tr>
<tr>
<td>YSED610</td>
<td>Working with Children and Young People</td>
<td>Brisbane – On campus</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.