CHC41215 Certificate IV in Career Development Overview
The Certificate IV in Career Development reflects the role of individuals who provide programs and services to individuals and groups of clients and employers to support people in planning their career and/or locating, securing and maintaining suitable employment. They may work in career information and transition services or assist in career advisor roles in education, training, school or transition work environments.

CHC41115 Certificate IV in Employment Services Overview
The Certificate IV in Employment services reflects the role of individuals who provide employment services to both job seekers and employers. They use specialised knowledge to support individual job seekers in locating, securing and maintaining employment, and to assist employers in meeting their recruitment needs.

Occupational titles—Career Development may include, for example:
- Career information officer
- Careers Advisor
- Career and transition services coordinator

Occupational titles—Employment Services may include, for example:
- Client services officer
- Employment consultant
- Job search training consultant
- Training and placement officer

Target Group
Those involved in the provision of careers advice and/or employment services, seeking a qualification to enable them to be employed in such an area.
Units:

**CHC41115 Certificate IV in Employment Services**
13 units of competency are required for this qualification, including 8 core and 5 elective units

**CHC41215 Certificate IV in Career Development**
14 units of competency are required for this qualification

### Unit Titles

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<th>Unit Titles</th>
<th>CHC41215 Certificate IV in Career Development</th>
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<tr>
<td>CHCECD009 Conduct career guidance interviews</td>
<td>Core Unit</td>
<td>Elective Unit</td>
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<tr>
<td>CHCECD010 Provide support to people in career transition</td>
<td>Core Unit</td>
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<td>CHCECD008 Deliver services consistent with a career framework</td>
<td>Core Unit</td>
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<td>CHCECD001 Analyse and apply information that supports employment and career development</td>
<td>Core Unit</td>
<td>Core Unit</td>
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<td>CHCCCS016 Respond to client needs</td>
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<td>CHCPRP001 Develop and maintain networks and collaborative partnerships</td>
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<td>Core Unit</td>
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<td>CHCDIV001 Work with diverse people</td>
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<td>Core Unit</td>
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<tr>
<td>CHCECD005 Deliver employment services to employers</td>
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<td>CHCCOM002 Use communication to build relationships</td>
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<td>CHCLEG001 Work legally and ethically</td>
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<td>BSBPEF402 Develop personal work priorities</td>
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<td>Elective Unit</td>
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<td>CHCECD002 Deliver and monitor contracted employment services</td>
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<tr>
<td>CHCECD003 Promote jobseekers to employers</td>
<td>Elective Unit</td>
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<tr>
<td>CHCECD006 Develop and monitor employment plans</td>
<td>Elective Unit</td>
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### QUALIFICATION OPTIONS

Can be completed as a dual qualification or a standalone qualification. Each of the single qualifications can be viewed on our website.

**CHC41115 Certificate IV in Employment Services**
**Link to website**

**CHC41215 Certificate IV in Career Development**
**Link to website**

#### Dual qualification
Duration: up to 18 Months
Delivery Method: Self-Paced Online, Study in your own time!
Pre-requisites: None
Fees: Fee for Service: $3500

#### DELIVERY OPTIONS
Anywhere in Australia
ONLINE plus ZOOM sessions.
Training from Online only, includes trainer support.
Speak to us today and we can run you through an eligibility criteria.

**TO ENROL OR REQUEST MORE INFORMATION**
PLEASE CALL 1300 852 359

Or email us training@worklinks.com.au

Scan the QR Code here to go to the webpage

RPL and Credit Transfers available upon enquiry.