

Certificate III in Local Government (Health and Environment)

LGA30208

This is a nationally recognised qualification, focusing on a wide range of skills required by staff in local government. The Local Government Training Institute has developed this program to offer flexibility with ongoing support. To gain this certificate, participants can combine recognition of current work-related skills and knowledge with structured training and assessment to enhance their capabilities in areas important to their organisation and their career.

The Certificate III in Local Government (Health and Environment) develops skills required of employees in Local Government who perform tasks involving a broad range of skilled applications applied in a wide variety of contexts, which may involve application of some discretion and judgement in selecting equipment, services or contingency measures as well as working within known time constraints.

Duration

It will normally take 2 years to complete the learning and assessment for this qualification.

Delivery and Assessment

Participants can undertake this program in the workplace through either a “flexible delivery” or a correspondence program. The program mode will be agreed on before participants commence.

Option 1: Flexible Delivery

Participants undertake this qualification in their work place. They receive appropriate support and assistance from qualified trainers at the Local Government Training Institute, such as coaching and face-to-face training.

At the start of the program, participants are given a Learner’s Toolkit – containing learner’s guides, reading materials, CD-ROM/ web-based activities, work based projects, self-assessment checklists and appropriate assessment tasks.

They are contacted regularly by the Local Government Training Institute staff to offer support and are visited every 2 months to monitor and assess their progress. Phone and email support is available at all times.

Option 2: Training undertaken in the workplace using learning materials provided by LGTI

With the “Distance Education Program”, participants receive all of the resources and phone / email support as mentioned for the flexible delivery program. However, all support, assessment and monitoring are at a distance (ie. not face to face).

Incentives

Incentives of \$4,000 may be available for eligible staff under an Existing Worker Traineeship. Further details on available incentives are available from an Apprenticeships Centre in your area, for information and contact details visit <http://www.australianapprenticeships.gov.au>.

For people who undertake this certificate as part of a new-entrant or existing worker traineeship in NSW, the training may be partly funded by the NSW Government in partnership with the Australian Government.

Fees payable to Local Government Training Institute

- ✓ Existing Worker Trainees in a Flexible Delivery Program: \$4,000 per participant.
- ✓ Existing Worker Trainees in a Distance Education Program: \$3,500 per participant.
- ✓ New Entrant Trainee: \$2500 (including \$808 Compulsory Administration Fee).

Units of Competency

Participants must successfully complete 12 Units to obtain this qualification.

LGACOMP008A	Apply conflict resolution strategies
LGACOMP009A	Implement effective communication techniques
LGACORE101B	Access learning and career development opportunities
LGACORE102B	Follow defined OHS policies and procedures
LGACORE103B	Provide service to local government customers
LGACORE104B	Work effectively in local government
LGACORE105B	Work with others in local government
LGAEHRH302B	Undertake water sampling and routine reporting
LGAEHRH303A	Undertake vector control duties
LGAEHRH304A	Perform weed control duties
LGAEHRH305A	Present environmental health education information
LGAEHRW201A	Collect waste refuse/ recyclables

At the start of their program, participants can tailor their units to suit their individual learning requirements or organisation.

How to obtain further details and apply for the course

For further details and an enrolment package, please contact:

Client Liaison and Support Officer

Ph: 4922 2342

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