

Urgent Advanced Diploma of Children's Services Funding NOW AVAILABLE

**Must Enrol By December 12th, 2009.
Only 20 Funded places available.**

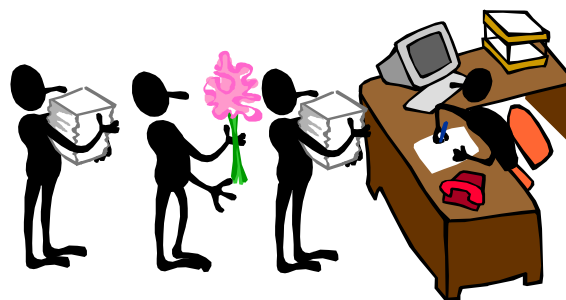
**Call now to enrol or for an information pack
4926-1092 or email admin@atkinsontraining.com.au**

Advanced Diploma in Children's Services is a funded course through the NSW State Training Productivity Places Program for existing workers

This course is targeted at people who are in or would like to be in a management or leadership role in Children's Services.

Upon completion of the Advanced Diploma you will have developed knowledge and skills in a range of areas including:

- ◆ Team Leadership
- ◆ Quality control within the service
- ◆ Marketing your service
- ◆ Complaint management
- ◆ Change Management
- ◆ Understanding legal obligations
- ◆ Working with culturally diverse people
- ◆ Continuous improvement
- ◆ Implementing innovation
- ◆ Time Management and prioritising organisational tasks
- ◆ Promoting the service
- ◆ Mentoring your team



Enrolment Requirements

- ◆ To enrol you must have a Diploma of Children's Services or equivalent (e.g.: Ass Dip)
- ◆ Must be working in children's services (full time, part time or casual- minimum 1 hour per week)
- ◆ Compulsory government administration fee of \$728 per semester required (Government pays the rest of course).
- ◆ Course administration fee can be payed off during course @ \$26.00 a week.

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