

Council Careers

Certificate III in Local Government (Regulatory Services) LGA30404



This qualification is designed for local government employees who perform a broad range of skilled tasks which involve the use of discretion and judgement in selecting equipment, services or contingency measures. This course includes a regulatory services component which focuses on specific local government operations.

Course Requirements: This qualification is for current local government employees.

Course Results and Skills Gained: This qualification provides general skills in communication, teamwork, problem solving, using initiative, planning and organising, self management, learning and technology.

Course Includes: This qualification consists of twelve units – 5 core units (LGACORE102B is compulsory and LGACORE104B is recommended), 4 specialist regulatory units plus 3 elective units. There is an extensive selection of elective units that you can choose from. We will discuss your choice of electives with you to determine the most appropriate units for you to undertake.

Core Units	Course Code
■ Access learning and career development opportunities	LGACORE101B
■ Follow defined OHS policies and procedures	LGACORE102B
■ Provide service to local government customers	LGACORE103B
■ Work effectively in local government	LGACORE104B
■ Work with others in local government	LGACORE105B
■ Coordinate production of communication materials	LGAGOVA303B
■ Participate in policy development	LGACOMP007A
■ Apply conflict resolution strategies	LGACOMP008A
■ Implement effective communication strategies	LGACOMP009A

Specialist Regulatory Units	Course Code
■ Apply regulatory powers	LGAREGS304A
■ Undertake animal or reptile control duties	LGAREGS305A
■ Implement parking controls	LGAREGS301A
■ Operate and maintain council parking facilities	LGAREGS302A
■ Enforce legislation to achieve compliance	LGAREGS303A

Outcome: Certificate III in Local Government (Regulatory Services).

Recognition: You can receive recognition for your previous study, work experience and existing skills. This may mean credit is given towards this qualification. Any identified training gaps can be addressed through individual coaching and/or participation in workshops.

When: You can enrol and start at any time. We will work with you to determine a training and assessment plan that best suits your needs. Contact us for workshop details in your region.

Where: At your workplace, and workshops are available at the Devonport Campus, Alanvale Campus or Clarence Campus.

Cost: \$2900 per person. Fees are inclusive of workplace visits, optional workshops, coaching, assessment, text books and learning materials. Travel and related costs may apply when we visit you in your workplace outside of metro areas. Funding is available for eligible employees – please ask us for more information.

For further information please contact:

Northern/North Western Tasmania: Jackie Murfet. Phone: 6421 5562. Email: Jacqueline.Murfet@skillsinstitute.tas.edu.au

Southern Tasmania: Phone: 6216 4388. Email: ETS@skillsinstitute.tas.edu.au

The Total Training Package
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