



CATAPULT

CHCGRP001

Support group activities

Table of Contents (Extract)

NOTE: This is a sample only. This cover page is not included in Catapult Smallprint's printed books.

This Table of Contents extract is taken from Catapult Smallprint's full hardcopy Trainer/Assessor Guide for the unit CHCGRP001.

For more information, including using our enhanced online version of this unit in Catapult LMS, or to purchase the Learner or Trainer printed books, please see this unit on our website by clicking this link:

<https://catapultlearning.com.au/product/CHCGRP001/>

Trainer/assessor guide

CHCGRP001

Support group activities

Welcome to this unit of study

This unit describes the skills and knowledge required to participate in, and provide general support for, group work. It does not include the leadership or facilitation of groups.

This unit applies to individuals involved group work in a range of community service settings. They work according to established organisation procedures.

It may be undertaken as:

- » part of a formal qualification nationally recognised through the Australian Qualifications Framework (AQF)
- » a stand alone unit
- » part of a formal skill set

Contents

About this trainer/assessor guide	4
Learning resource.....	5
Topic 1: Identify the purpose of the group	5
Group purpose.....	5
Rules for group behaviour	8
Individual differences	10
Participants' goals, needs and expectations	11
Keep records of group interactions.....	13
Check your understanding	17
Topic 2: Establish and maintain group relationships.....	19
Group roles.....	19
Participation	21
Modelling clear and appropriate communication	22
Communication and interaction that is appropriate to group aims	23
Addressing breaches of behaviour.....	30
Encouraging participants to abide by agreed behaviours.....	33
Promote and recognise participants' efforts.....	34
Check your understanding	35
Topic 3: Organise resources for group activities.....	37
Support and resources needed	37
Resource availability and guidelines for use	38
Cooperative use of resources	39
Resource use reports	40
Check your understanding	43
Assessment workbook.....	45
Unit information.....	47
What is competency-based assessment?.....	48
How will my competency be assessed?.....	49
Assessment agreement.....	50
Foundation skills checklist.....	51
Skills recognition.....	52
Topic 1: Identify the purpose of the group	53
Topic 2: Establish and maintain group relationships.....	54
Topic 3: Organise resources for group activities.....	55
Knowledge questions	56
Topic 1: Identify the purpose of the group	57
Topic 2: Establish and maintain group relationships.....	64
Topic 3: Organise resources for group activities.....	72
Topic 4: Specific knowledge evidence.....	78

Performance tasks	80
Third party evidence collection agreement	81
Topic 1: Identify the purpose of the group	82
Topic 2: Establish and maintain group relationships.....	84
Topic 3: Organise resources for group activities	86
Completion record	87
Unit mapping and assessment checklist	88
Trainer/ assessor user instructions	91

About this trainer/assessor guide

Learning resource

The learning resource is divided into the following topics:

- » Identify the purpose of the group
- » Establish and maintain group relationships
- » Organise resources for group activities

Each topic provides information to help you gain the skills and knowledge required to perform the work tasks to which they refer. Read the information and practise the skills described. You should also take the opportunity to undertake additional independent research. Your trainer/assessor may also provide supplementary information including interpretation of the contents of this resource.

At the end of each topic is:

- » a set of true or false questions
- » a set of multiple choice questions

These questions provide an opportunity to check your understanding and progress. They are self-marking and do not form part of the assessment for the unit.

Assessment workbook

To have this unit recognised as a formal qualification you need to have your skills and knowledge assessed. The assessment workbook provides:

- » information on competency-based assessment
- » instructions on how you will be assessed
- » assessment tools to assess your competence
- » instructions on how to complete the assessment tasks within each assessment tool

To be assessed as competent you need to provide evidence that you have the skills and knowledge to undertake the requirements of this unit. This assessment of competency is made by a qualified trainer/assessor from a registered training organisation. You must complete all the assessments as directed by your trainer/assessor to the required standard. It is not necessary to work through the guide in the order in which it is written. However this is at the discretion of your trainer/assessor.

Disclaimer

Information contained in this resource is drawn from sources believed to be reliable. The firm, its employees, agents and contractors do not warrant the correctness of the sources used and accept no responsibility to any person for any errors or omissions or for any loss or damage howsoever caused from the use of this resource.
