

Advanced Diploma of Justice

CRICOS 062697D, Course 21790VIC

Course Outline

This course allows students to pursue a career within the community justice field and to work as paralegal professionals. The course provides students with the practical skills and knowledge to work effectively across a variety of justice settings including young offenders, adult criminal justice, corrections, policing and customs/border protection. Students learn skills to provide care and security, respond to crisis situations, and work within legislative and ethical requirements. Graduates are highly sought after by employers for its practical application and work experience components, which provide students with a positive advantage when it comes to seeking employment. The work placement component of the program exposes students to real-life issues while providing the opportunity to apply theory and enables students to gain valuable industry experiences while preparing for professional practice.

This course aims to produce multi-skilled graduates who can:

- communicate effectively with other occupational, professional and community groups working in the Justice field
- develop the necessary knowledge, skills and attitudes involved in performing professional duties in the context of rapid social, legal and political change
- effectively draw upon their workplace as a learning resource
- gather, record and present evidence in a Court of Law, i.e. to act as an informant
- develop an understanding of the powers of an authorised officer in the execution of their duties
- apply legal principles to case and statutory analysis
- analyse and apply legal information relating to the operation of the legal system
- take and record witness statements

Campus

Frankston

Duration

2 years

Intake

February

Cost (2012 Intake)

\$10,750 per year + \$520 Materials Fee

Entrance Requirements

Equivalent IELTS 6.0 (minimum band scores of 5.5)

Equivalent Year 12

Minimum age 18 years

All students require a police check and Working with Children Check

Study Areas

Students are required to satisfactorily complete:

- All Year 1 and Year 2 core subjects
- Three elective modules
- A minimum number of approved field work hours over the 2 years.

Year 1
Work in a Legal Environment
Apply Investigative Processes in a Justice Environment
Introduction to Criminal Justice System
Apply Research Techniques within a Justice Framework
Implement Workplace Safety Procedures and Programs
Work Effectively within a Mental Health Setting
Uphold and Support the Values and Principles of Public Service
Apply Oral and Written Communication Skills in a Justice Environment
Implement the Mediation Process in a Justice Environment
Apply Principles and Practices of Management and Leadership in a Justice Environment
Apply Municipal Law within a Local Government Environment
Provide Supervision of and Support to Adult Offenders within a Correction Framework
Apply the Law Enforcement Processes within the Sheriff's Office
Apply the Law Enforcement Processes within the Customs Environment
Apply Policing Principles and Practices in a Justice Environment
Work Effectively in the AOD Sector
Year 2
Criminal Law in a Justice Environment
Criminology
Apply Psychological Concepts and Principles within a Justice Environment
Work with Culturally Diverse Clients in a Justice Environment
Develop, Facilitate and Monitor all Aspects of Case Management
Contribute to the Development and Implementation of Strategic Plans
Formulate and Apply Crime Prevention Strategies
Sociology
Plan and Organise Human Resource in a Justice Environment
Implement Human Rights Principles in a Justice Environment
Arrange Legal Representation for Criminal Justice Clients
Work Effectively in AOD and Mental Health Settings
Provide Support/Supervision to Young Offenders within a Youth Justice Framework

Notes: Applicants should be aware that in any year a subject is offered only if a sufficient number of students enrol for it. It may not be possible to offer all subjects every year, especially electives. Students may take a mixture of day and evening subjects where available.

Assessment

Assignments, tests, oral presentations, essays, research projects.

Career Opportunities

- Local government - Traffic and Local Laws Officer, Planning and Environment Control,
- Administrative Officer, Crime Prevention Officer
- Police & Law Enforcement Agencies - Police Officer (State or Federal), Investigator, Loss Prevention Officer
- Community-based Corrections - Community Corrections Case Manager, Parole Officer, Prison Officer
- Legal Services - Client Support, Administrative/Clerical Officer
- Courts Services - Administrative/Clerical Officer, Registrar of Courts/Deputy Registrar
- Australian Customs - Customs Officer
- Criminology - Research Officer/Analyst

Further Study

Graduates may elect to pursue degree level programs in Community Justice related fields.

Recognition of Prior Learning (RPL)/RCC

There is an opportunity to apply for recognition to be given for:

- Previous study
- Knowledge
- And/or skills resulting from work or life experience relevant to the course

Need more information? Want to apply?

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Please note: All information is correct at time of publication (November 2011). Chisholm Institute reserves the right to alter this information and/or withdraw courses listed.