

COURSE OUTLINE

[AHC31010 Certificate III in Parks and Gardens*](#)



Smart City Vocational College is offering AHC31010 Certificate III in Parks and Gardens using the following delivery modes:

- Work-based apprenticeships so that employers can train their own staff in the workplace and
- Work-based and self-directed learning for existing workers wishing to formally recognize their skills

This course outline provides you with an overview of the different delivery types and information about the cost of the training and any funded training opportunities. The units currently offered by Smart City Vocational College in this qualification are listed within this document.

* This qualification has been superseded by AHC31016 Certificate III in Parks and Gardens

QUALIFICATION INFORMATION

[AHC31010 Certificate III in Parks and Gardens](#)

This qualification provides a vocational outcome in parks and gardens. The parks and gardens industry expects this qualification to be achieved to meet job outcomes at this level.

Job roles and titles vary across different industry sectors. Possible job titles relevant to this qualification include:

- Municipal/city gardener
- Horticulturist

ENTRY REQUIREMENTS

There are no entry requirements for this qualification. However, you will be required to complete a Language, Literacy and Numeracy Assessment before commencing in this qualification with Smart City Vocational College.

Eligibility criteria may apply if training is subsidised through government funded programs.

Learners wishing to undertake this program through an apprenticeship will be required to meet specific program entry requirements, including:

- must meet the eligibility requirements for an Australian Government's Australian Apprenticeship
- meet the eligibility for funded training through Queensland User Choice program
- be employed or hosted within an appropriately resourced environment
- be signed into a valid and registered training contract
- be supervised in the workplace

Learners applying to undertake the existing worker program are expected to have at least 1 years' experience working in the Parks and Gardens industry, and will be interviewed to determine their suitability for this learning model.

Please contact us via 1800 BESMART to obtain information on these requirements.

PATHWAYS INTO THE QUALIFICATION

This qualification may be accessed by direct entry.

PATHWAYS FROM THE QUALIFICATION

Further training pathways from this qualification include, but are not limited to, Certificate IV in Parks and Gardens.

MODE OF TRAINING DELIVERY

The delivery mode describes the way training will be delivered to support and enable learning.

Work-based	Work-based learning	Apprenticeship
Work-based (existing worker)	Work-based learning including core skills interview to identify units for accelerated learning, RPL and/or credit transfer	Certificate 3 Guarantee Program Fee for Service

Please note that for work-based delivery, entry is restricted to learners holding positions within organisations where it is agreed that the learner can gain access to information necessary for their training and assessment. Learners will also require access to the following:

- Students must be employed in the Parks and Gardens industry.
- Access to the Internet, for research purposes.
- Workplace policies and procedures manual (or similar documentation), and other relevant resources as required for assistance in completing your assessment activities (where required).
- Personal Protective Equipment including; high visibility long sleeve shirt, long pants, steel cap boots, and a sun protective hat.
- Workplace technology and other resources relevant to units outlined below, e.g. hand and power tools, mowers, brush cutters, chemical spraying equipment.

DURATION

Dependent on the mode of delivery and/or program type, the timeframe for this qualification will vary. Although the timeframes may differ, the required volume of learning shall be met.

Apprenticeship	36 months, full time 72 months, part time
Existing worker	Up to 12 months. <i>Timeframes will vary for each individual based on their initial skills assessment</i>

COURSE COST

Work-based (Apprenticeship)

Learners in Queensland wishing to enroll in an Apprenticeship must be employed and signed up as an Apprentice by an Australian Apprenticeship Support Network. The Student Contribution Fees are a learner's contribution to the cost of tuition.

Below is an overview of student contribution fees for this qualification:

Apprenticeship – Student Contribution Fees (QLD)*	\$1.60 per nominal hour
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Concessions apply to eligible apprentices (refer to Learner Handbook).

Work-based (existing workers)

Learners in Queensland wishing to enrol in existing worker programs offered by Smart City Vocational College may be able to access subsidised training through the Certificate 3 Guarantee program.

The Certificate 3 Guarantee program provides a Government subsidy towards the training cost for eligible participants undertaking an Australian Qualifications Framework certificate level III qualification. The objective of the program is the delivery and completion of certificate III qualifications which lead to job outcomes or career progression.

A co-contribution fee is payable for the Certificate 3 Guarantee Program. This co-contribution fee is the contribution to the cost of training and assessment services and is payable by students. The fee may be paid on behalf of the student by a third party, but cannot be waived.

Fees must be paid in full prior to the commencement of the course. The fees will be charged by Smart City Vocational College at a per unit rate. The co-contribution fee can change depending on the delivery method and location.

The co-contribution fee for this qualification delivered by Smart City Vocational College is:

- Non-concessional students \$50.00 (\$3.12 per unit)
- Concessional students \$25.00 (\$1.56 per unit).

Fee exemptions and concessions apply to eligible learners.

A refund for the co-contributions is available if a student applies in writing prior to the commencement of the course or if the course is cancelled by the college. There is no refund of the student administration fees once the training has commenced, unless the learner has applied in writing for a refund and the application has been assessed and approved by the National Programs Manager.

The student contribution fees detailed above are for learners eligible for funded training. Contact the college for the full fee price for this course if required.

LICENSING, LEGISLATIVE, REGULATORY OR CERTIFICATION CONSIDERATIONS

Not Applicable

There is no direct link between this qualification and licensing, legislative and/or regulatory requirements. However, where required, a unit of competency will specify relevant licensing, legislative and/or regulatory requirements that impact on the unit.

RANGE OF ASSESSMENTS

- Methods of assessment to cover a range of evidence gathering, for example, written questions and answers, observation, verbal questioning, supplementary evidence including, evidence portfolio, referee report, photographic evidence, workbook activities, log book
- Assessment can be modified where necessary.
- Recognition of your current skills and or past experience/qualifications (RCC/RPL).

Please discuss your learning needs with us. Whilst the Elements/Performance Criteria are required to be at a consistent standard, there is scope to modify either delivery of training (reasonable adjustment) or how your competencies are assessed to ensure that you succeed with your chosen area of training.

When submitting assessment items, please ensure you have followed the guidelines as outlined in the assessment booklet, for example typing/writing your name, unit of competency code, and page number on all documents etc.

CREDIT TRANSFER/NATIONAL RECOGNITION

Credit transfer is where you may have completed Units or a course with another Registered Training Organisation and it is relevant and/or able to be used for your current and anticipated study. Please note that Smart City Vocational College is committed to applying Credit Transfer to Qualifications/Units completed at other training organisations. Please ensure you mention this to your trainer on/before enrolment.

CAMPUSES/STUDY HUBS

Smart City Vocational College's extensive network of campuses and StudyHubs across Australia allow you to have face-to-face time with a qualified SmartCity trainer, undertake study or an assignment or just escape the daily grind.

SmartCity's campuses and StudyHubs are designed and purpose built to help you achieve something great. They all feature the latest technology and a friendly, comfortable and inviting atmosphere. Many also feature barista machines and a kid's play area as well. The technology within the campuses and StudyHubs are available to you for study purposes, e.g. computers, printer, photocopier, wifi. Feel free to use our tea and coffee facilities and chill out in the lounge area.

You can call us to arrange an appointment to meet with a trainer or simply pop in anytime during trading hours and have a chat with a Student Support Officer or Campus Manager.

SUPPORT SERVICES

If you feel that you may require personal assistance and/or support, please talk to our staff. If we are unable to assist, we will put you in touch with a service that may be able to help you. We have a range of contacts with people who are skilled in dealing with difficult situations. If you feel more comfortable speaking with a female/male staff member or a person of same cultural background, please do not hesitate to ask. Any matters relating to Welfare/Guidance Services will be kept in strictest confidence – we respect your privacy on these issues.

Learners have access to learning support with Smart City Vocational College Trainers/Staff, 5 days per week between the hours of 8.00am and 4.00pm via face-to-face, telephone, email, fax, Skype, Lync or where appropriate in person. Please note that where a Learner makes contact via email, a staff member from Smart City Vocational College will endeavour to respond within 48-72 hours.

COMPLAINTS/APPEALS

Smart City Vocational College seeks to prevent complaints and/or appeals by ensuring Learners are satisfied with their training product and its outcomes. Trainers/Assessors will be fair, courteous and helpful in all dealings with Learners.

Any complaint about any assessment will be treated seriously, investigated thoroughly and dealt with according to the merit of the complaint. Appeals must be made within 21 days of receipt of assessment outcome. Please refer to Learner Handbook for further information.

USI (UNIQUE STUDENT IDENTIFIER)

All Learners who will be completing or commencing nationally recognised training with Smart City Vocational College (campus, distance or blended) will need to have a Unique Student Identifier (USI). This is a requirement of the Australian Government - Department of Industry.

A USI account will contain all your nationally recognised training records and results from 1st January 2015 onwards. Your USI will help keep your training records and results together in an online account controlled by you. Each time you enrol to study at a new training organisation, your USI will be used to store your training records and results.

If you require assistance in creating your own USI, please contact your local campus or Smart City Service Desk on 1800 BE SMART.

YOUR RESPONSIBILITIES

As Learner enrolled with Smart City Vocational College, you are expected to:

- Participate fully as an independent and active Learner
- Be responsible for the choices you make in relation to your course of study
- Be committed to your learning and own education
- Be responsible for your own academic progress in your course
- Provide accurate and up-to-date information as required for enrolment and continuing enrolment
- Abide by the Smart City Vocational College Learner Code of Conduct
- Meet any further requirements applicable to the program or funding type of your qualification

A Learner Responsibilities statement and Learner Code of Conduct are contained in the Smart City Vocational College Learner Handbook, this can be easily accessed from our website,

www.smartcitycollege.edu.au

UNIT LIST:

16 units of competency are required to complete this qualification - 10 core units plus 6 elective units
Learners will select 6 elective units from the 8 listed below.

AHC31010 Certificate III in Parks and Gardens			
APPRENTICESHIP/CERTIFICATE 3 GUARANTEE/FEE FOR SERVICE			
Unit code	Title	Description	Nominal Hours *
CORE			
AHCOHS301A	Contribute to OHS processes	This unit covers the process of carrying out enterprise Occupational Health and Safety (OHS) policies and procedures and defines the standard required to: work in accordance with workplace procedures in hazard identification and risk control; carry out safe practices during work operations; participate in arrangements for maintaining the health and safety of all people in the workplace.	50
AHCPMG301A	Control weeds	This unit covers the control of weeds and defines the standard required to: identify a range of weeds and beneficial organisms; plan and coordinate weed control activities; prepare and calibrate equipment; conduct a site hazard identification and risk control assessment for weed control; apply a range of weed control methods and maintain records; monitor, record and report the effectiveness of controls	70
AHCPMG302A	Control plant pests, diseases and disorders	This unit covers the process of maintaining biological control agents for weed control prior to release in an experimental or field situation and defines the standard required to: prepare and propagate bioagent media; obtain bioagent cultures; maintain and monitor cultures; harvest and store cultures.	80
AHCPGD305A	Conduct operational inspection of park facilities	This unit covers the process of inspecting park/recreational facilities to identify hazards, existing and/or potential risks, and non-conformities with Australian Standards and Occupational Health and Safety (OHS) requirements and defines the standard required to: confirm with client the facilities to be inspected, standards to be referenced and reporting formats; conduct inspections and record details of non-conformities; note signs of potential damage or issues that may arise and require follow-up; evaluate condition of facilities; communicate directly any issues requiring urgent action; and complete inspection reports.	70
AHCWRK313A	Implement and monitor environmentally sustainable work practices	This unit covers the performance outcomes, skills and knowledge required to effectively analyse the workplace in relation to environmentally sustainable work practices and to implement improvements and monitor their effectiveness. This unit requires the ability to access industry information, applicable legislative and Occupational Health and Safety (OHS) guidelines.	50
AHPCPM301A	Implement a plant nutrition program	This unit covers the process of implementing a plant nutrition program in the horticultural or agricultural industry and defines the standard required to: recognise a range of common causes of nutrient deficiency; prepare fertilizers and other products for application to plants; apply fertilizers and other products; clean up and maintain tools and equipment; record work activities according to enterprise guidelines.	60
AHCSOL301A	Prepare growing media	This unit covers the process of determining the requirements of a growing media for various plants and preparing and storing the media in accordance with the production specifications and defines the standard required to: confirm specifications of growing media; prepare growing media; store growing media.	40

Unit code	Title	Elements	Nominal Hours*
AHCSOL302A	Construct a soil profile	This unit covers the process of constructing soil profiles and defines the standard required to: determine construction requirements from plans; survey and create working plans for construction sites; excavate earthworks and establish working and finished levels; install drainage and sub-surface irrigation components; install sustainable soils and growing media; implement a construction project	80
AHCARB302A	Conduct tree inspections	This unit covers the process of inspecting trees, and informing a client on general tree health and condition and defines the standard required to: act on a request to inspect a tree; perform site, equipment and administration preparations and checks; inspect trees for general condition, structural defects, damage and disease; conduct a site and tree hazard identification and risk control assessment; document the hazards identified and the risk controls selected; record findings and inform client.	80
AHCTRF302A	Establish turf	This unit covers the process of establishing turf in sporting, public recreational open space, commercial and residential sites and defines the standard required to: determine turf establishment methods and requirements from plans, client's quotations or instructions; organise work and use tools, equipment and machinery for a turf establishment project; implement successful turf establishment works; operate and store turf establishment machinery and equipment; report in writing on completion.	60

ELECTIVES (6)

AHCCHM303A	Prepare and apply chemicals	This unit covers the process of preparing and applying chemicals and defines the standard required to: assess the need for chemical use: comply with safety, chemical label and MSDS requirements; prepare an application/spray plan; prepare and apply chemicals; calibrate application equipment and maintain chemical records	70
AHCCHM304A	Transport, handle and store chemicals	This unit covers the process of transporting, handling and storing chemicals safely and identifies the standard required to: correctly maintain and use personal protective equipment (PPE) according to label; follow emergency procedures for chemical spillage; follow legislative requirements for the safe transport of chemicals; and maintain storage area and chemical manifest	50
AHCPGD301A	Implement a plant establishment program	This unit covers the installation and consolidation of planted areas as part of a horticultural, agricultural or land management tree and shrub planting program and defines the standard required to: determine plant establishment methods and requirements from plans, clients quotations or instructions; interpret planting plans and specifications for a planting project; inspect quality of supplied plants and take appropriate action; conduct a site hazard identification and risk control assessment; undertake planting work, review the work and take remedial action where required	80
AHCMOM203A	Operate basic machinery and equipment	This unit covers the process of operating and maintaining machinery and equipment and defines the standard required to: carry out pre-operational checks and maintenance; tag and report defects if necessary; secure attachments according to manufacturer's directions; operate machinery in a safe and controlled manner; implement shut-down and storage procedures; record maintenance and operation details	20
AHPCPM303A	Identify plant specimens	This unit covers the process of identifying an unknown plant specimen and defines the standard required to: capture relevant morphological features of a plant, record qualitative and quantitative data; use comparative techniques to define progress towards identification; use indications of health, environmental influences and location to assist identification; construct a plant database; document a report of the identification process; name unknown plant specimens	80
AHCPGD203A	Prune shrubs and small trees	This unit covers the process of pruning shrubs and small trees and defines the standard required to: confirm the pruning method; prepare tools and	35

		equipment; and prune shrubs and trees to AS 4373-2007 Pruning of amenity trees, as required.	
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Unit code	Title	Elements	Nominal Hours*
AHPCM302A	Provide information on plants and their culture	This unit covers the process of providing information to clients and others about plants and their cultural requirements and defines the standard required to: confirm client brief and request for information; consider the growing environment (soil, climate and aspect, pests and diseases, and weed competition); develop product knowledge through in-house and online sources; incorporate client aims and preferences into developing options for plantings; determine the optimal solution for the client needs; provide recommendations on plants, plantings and/or plant treatments, with supporting information to the client.	70
AHCSOL201A	Determine basic properties of soils and/or growing media	This unit covers the process of determining the basic properties of soil or soil-less growing media and defines the standard required to: undertake basic soil/media analysis descriptive tests for soil texture, salinity and pH; use basic proprietary soil testing equipment for testing pH and salinity; determine basic soil structure with a view to using soil structure ameliorants	20

**Applicable only to Apprenticeship*