

## GRADUATE CERTIFICATE IN PROFESSIONAL SUPERVISION

### AWARD SUMMARY

**CRICOS:** None

**Nomenclature:** GradCertProfSup

### AQF Level 8 Graduate Certificate

**Entry Requirements** A three year AQF 7 award in the field of philosophy and religious studies (Australian Standard Classification of Education field 0917 – Philosophy and Religious Studies); or in the field of social work, social science, counselling, or psychology in an institution recognised by Academic Board;  
AND  
At least 5 years professional experience within a helping profession and a recommendation from their employer, professional association, or ordaining body;  
AND  
Satisfactorily complete a pre-enrolment interview with a relevant course advisor.

**Duration:** 0.5 years full-time or 2 years (maximum) part-time.

**Attendance Type:** Full-time, part-time.

**Delivery Mode:** Online, face-to-face, or multi-modal

**Structure:** 36 credit points (4 units), with a concentration in Counselling.

### English Proficiency:

Applicants whose entry qualifications were obtained in an institution where English is not the language of instruction normally require a minimum IELTS (or equivalent) result of 7.0 with no score less than 6.5 in all bands of the test.

### Enrolment

Contact the Registrar of the Member Institution with whom you intend to study for enrolment and fee details.

## **Graduate Profile and Rationale**

The Graduate Certificate in Professional Supervision is designed for those qualified in ministry/theology or an allied helping profession and with professional experience, who wish to pursue a further qualification in the area of supervisory practice.

The Graduate Certificate in Professional Supervision focuses on building supervisory knowledge, skills and acumen for people involved in a wide scope of pastoral vocations.

Graduates will have specific knowledge/skills/acumen in supervisory practice added to their lived experience, training, and professional expertise which will allow them to serve their colleagues, enhance their professions, and up-hold community expectations of best practice.

## **Course Outcomes**

### **Knowledge**

Graduates will have:

- specialised theoretical and technical knowledge related to the practice of supervision so as to develop high quality practitioners amongst their supervisees and thus uphold professional/community standards of best practice;
- an ability to use evidence-based frameworks to critique their own practice and the practice of their supervisees.

### **Skills**

Graduates will demonstrate advanced cognitive, technical, pastoral, and communication skills so that they are able to:

- analyse and evaluate various forms of information (e.g., professional, legal, lived-experience), so as to competently apply a range of supervisory interventions;
- help supervisees analyse, generate, and develop solutions to complex problems;
- transmit knowledge and skills coherently to supervisees;
- take-on the various roles required of a supervisor including the application of pastoral skills.

### **Applications of Knowledge and Skills**

Graduates will possess the ability to apply knowledge and skills in a way that demonstrates their:

- autonomy,
- well-developed professional judgment (i.e., acumen),
- adaptability to the needs of their supervisees,
- professional and community responsibilities.

## **Academic regulations for the Graduate Certificate in Professional Supervision**

### **1 Admission to Candidature**

- 1.1 An applicant for admission to candidature into the Graduate Certificate in Professional Supervision shall:
- 1.1.1 hold a three-year AQF 7 award in the field of philosophy and religious studies (Australian Standard Classification of Education field 0917 – Philosophy and Religious Studies) from an institution recognised by Academic Board; OR
  - 1.1.2 hold a three-year AQF 7 award in the field of social work, social science, counselling or psychology from an institution recognised by Academic Board; OR
  - 1.1.3 hold, from a university or other tertiary institution, qualifications approved by the Student Support and Administration Committee as equivalent to such an award; AND
  - 1.1.4 have at least 5 years of professional experience within a helping profession and a recommendation from their employer, professional association, or ordaining body; AND
  - 1.1.5 hold a valid Police Check, if required; AND
  - 1.1.6 Satisfactorily completes a pre-enrolment interview with a relevant course advisor.
- 1.2 Notwithstanding the provisions of this regulation, the Student Support and Administration Committee may require an applicant to demonstrate fitness for admission as a candidate for this award by carrying out such work and/or sitting for such examinations as the Student Support and Administration Committee may determine.
- 1.3 In exceptional cases, an applicant may be admitted as a candidate for a Graduate Certificate in Professional Supervision, if the applicant submits evidence of other academic and professional attainments to the Student Support and Administration Committee.
- 1.4 A candidate for the Graduate Certificate in Professional Supervision shall be designated as full-time or part-time. A student is designated as full-time if enrolled in 27 credit points or more in a semester or part-time if enrolled in less than 27 credit points per semester.
- 1.5 No candidate for the Graduate Certificate in Professional Supervision may be concurrently enrolled in any other undergraduate or postgraduate course within the University College or any other tertiary institution unless approval has been granted by the Academic Board.
- 1.6 Applicants whose entry qualifications were obtained in an institution where English is not the language of instruction normally will be required to demonstrate competency in English by:
- 1.6.1 achieving an IELTS (or equivalent) result of 7.0 with no score below 6.5 in all bands of the test.
- 1.7 Application for enrolment in the Graduate Certificate in Professional

Supervision is made to the Registrar of the appropriate Member Institution offering the course.

## **2 Course Structure**

2.1 The Graduate Certificate in Professional Supervision requires the completion of 36 credit points (4 units) which shall include:

- 2.1.1 C8170 Fundamental Principles of Pastoral Supervision;
- 2.1.2 P8105 Foundations of Ethical Professional Practice;
- 2.1.3 C8175 Professional Supervisory Practice
- 2.1.4 One additional unit as required to complete the award from the Schedule below.

2.2 If compulsory units have been completed in the award used for admission into the Graduate Certificate in Professional Supervision, they are to be replaced with one or two appropriate electives.

2.3 Units coded "A" are not counted towards a concentration or specialisation in any discipline or subdiscipline

## **3 Period of Candidature**

3.1 The period of candidature for the Graduate Certificate in Professional Development shall normally be 0.5 years full-time and up to 2 years part-time.

3.2 In certain circumstances the Student Support and Administration Committee may grant course extensions.

## **4 Leave of Absence**

4.1 The Student Support and Administration Committee may grant leave of absence from the Graduate Certificate in Professional Supervision. The period of leave shall not be counted as part of the period of candidature for the award.

4.2 The period of leave shall normally be one semester after which a candidate may apply for a further period of one semester or will be required to complete candidature.

## **5 Assessment**

5.1 The assessment of units shall be in the manner approved by the Academic Board in line with the University College's established guidelines for assessment packages.

5.2 Students may be required by the Academic Board to present themselves for oral examination.

5.3 Academic and non-academic misconduct will be penalised in

accordance with the Policies and Regulations of the University College, whose stipulations are severe.

## **6 Credit**

- 6.1 A candidate may seek credit for previous accredited study and/or Recognised Prior Learning up to a maximum of 9 credit points in the Graduate Certificate of Professional Supervision.
- 6.2 Special consideration for credit (up to 18 credit points) may be given to Clinical Pastoral Education students if the Student Support and Administration Committee deems any CPE units on the University College Register of Units as equivalent to the units required for this Course.
- 6.3 Credit will be granted for units that are from an equivalent award or institution and have outcomes, content, demand hours, and assessment equivalent to that of units in the Graduate Certificate of Professional Supervision.

## **7 Progress to Further Awards**

- 7.1 Students who complete the Graduate Certificate in Professional Supervision are eligible to articulate to the Graduate Diploma in Professional Supervision or the Master of Professional Supervision of the University College.

## **8 Saving Clause**

- 8.1 Notwithstanding anything to the contrary contained herein, the Academic Board of the University College may, in any case in which it may deem it appropriate to do so, vary, dispense with, or suspend any requirement or prescription by these regulations, and report forthwith to the Council of the University College.

## SCHEDULE

P8172 Practice of Pastoral Supervision  
 C8170 Fundamental Principles of Pastoral Supervision  
 P8176 Introduction to Supervisory Practice  
 C8166 Well-being and Resilience for People Helpers

<b>Version</b>	<b>Date and Governance</b>	<b>Changes</b>
1.0	3/9/2018 Academic Board	Approved as Graduate Certificate in Pastoral Supervision
2.0	14/5/2020 Academic Board	Approved name change from Graduate Certificate in Pastoral Supervision (Teach Out ended end of 2023)
3.0	2023 Academic Board	Change of units in Schedule: C8507 Fundamental Principles of Pastoral Supervision to C8170 Fundamental Principles of Pastoral Supervision; C8548 Wellbeing and Resilience for People Helpers change to C8166 Wellbeing and Resilience for People Helpers C8175 Pastoral Supervision Practicum to C8175 Professional Supervisory Practice
4.0	4/3/2024 Academic Board	IELTS admission requirements update