



## AVAILABLE AT CEACA

**Computer and Internet Access** - \$2 per hour

**CVGT Employment Services**

Available every Wednesday and some Fridays here at CEACA. For appointments please phone 5823 3480 or 0428 357 545.

**Printing and Photocopying Services** -  
\* including A3/A4 and Laminating A4

**Facility Hire** - Looking for a venue space that has a central location to hold

- Meetings
- Trainings
- Workshops
- Seminars

Rooms vary in size and price. Full or half day rates starting at \$35. Flexible room set ups. To make a booking please contact the office



Emergency Relief Services will be available at CEACA on Mondays during the school term from 10am—12 noon. To make an appointment please call 0429 513 002 or 5799 2583. Emergency food & personal product bags are also available at CEACA Monday-Thursday 9am-4pm

## EXTERNAL TRAINING

**First Aid and Anaphylaxis Training**

Courses are held regularly for accredited first aid and anaphylaxis training. For bookings and enquires please contact Leigh Munro on 0429 391 773

(RTO 4659 DAN Asia Pacific)

**ALEXANDRA COMMUNITY BAND**

**We meet every Wednesday night from 7-9:30pm in the Alexandra Town Hall**

We are a concert band playing a wide range of music. New members always welcome. Basic tuition available for most instruments. Some instruments available for hire.

Contact Sally Kelly for more information on 0427 722 528

## SUPPORTED BY CEACA

**Menzies Support Services**

(previously Dame Pattie Menzies Centre)



Menzies Support Services in Alexandra (formally known as the Dame Pattie Menzies Centre) is an accredited local support service with qualified and experienced staff providing in home and community support to meet the identified needs of individuals with a disability. Please make contact to discuss how Menzies Support Services can support you to manage at home or to increase you or your loved ones participation in the community.

Ph: 5772 1888 for more information



U3A are now running their lifestyle classes at CEACA. For more information please contact Greta on 5772 1193.

## Alexandra Centrelink Agency

Did you know that CEACA is your local Centrelink Agency? This gives you access to:

- Centrelink telephone, computers, printers & fax machine
- Lodge claims and supporting documentation online via fax or mail to Centrelink
- Verification of identification
- Information, forms and brochures
- Make enquires, get assistance, guidance or a referral
- Access reply paid envelopes

**Office Hours for Centrelink:**

- Monday: 9 am - 4pm
- Wednesday: 9am - 12 noon



## ENROLEMENT INFORMATION

**To book into a course:**

- In Person (CEACA Office)
- Call 5772 1238
- Email: admin@ceaca.com.au

**Payment of Course**

- Required 5 business days (min) before class commences

**Payment can be made**

- In person with cash
- By Credit Card (over the phone or in person)
- By Electronic Funds Transfer (EFT)
- EFTPOS will be available shortly

**Refunds**

Will be provided in the event:

- CEACA cancels the course due to insufficient numbers
- You notify us of a cancellation at least 1 week prior to class commencement
- There will be no refund after class has commenced



**Term 3 2018 July - September Edition**

## Welcome to term 3 2018

Term 3 brings some big changes to CEACA. We are partnering with an increasing number of training organisations, including Wodonga TAFE, The Centre, Swinburn and GOTAFE, to bring a variety of high quality classes and courses to you. We are looking to build on these relationships over the coming year in order to offer more accredited courses, assisting you to meet your training and study needs locally.

We continue our community partnerships with SalvoCare, CVGT Employment Services, Centrelink and The Skills First Reconnect Program through Swinburne to ensure you can get the support you need locally. If times are tough we can provide a bag of food and personal products from our recently established cupboard.

We also offer an exciting range of leisure and lifestyle classes and welcome new tutors Bev Aisbett, Sarah Irving, Kirby Welch, Finn Keath, Zoe Blakeney and Jill David. Term 3 sees the introduction of a greater variety of classes, including several for children. We have also organised several talks or short sessions with a view to more extensive classes in term 4. If you have a special skill, talent or area of interest that you would like to share with the community we would be delighted to hear from you.

And finally, we welcome University of the Third Age (U3A) to CEACA following their relocation from the Old Hospital Building.

## NEW COORDINATOR AT CEACA

We welcome our new Neighbourhood House Coordinator, Melanie Gourlay. Melanie has lived in the local area for over 8 years. She has a business and marketing background as well as an Education degree and used to work part time at Alexandra Secondary College. We believe Melanie will be a great fit as our new coordinator and we welcome her to the team. We would also like to acknowledge Kim Whitten and wish her all the best for her new adventures.



**Contact Us**

Phone: 5772 1238 or 5772 3387

Email: admin@ceaca.com.au

Address: Old Courthouse

38A Downey Street or PO Box 255 Alexandra VIC

**CEACA Centrelink Agency - Operational Hours:**

Monday: 9am —4pm and Wednesday: 9am —12pm

CEACA Office Hours are 9am —4pm Monday to Thursday



## WORK BASED SKILLS

### FOOD HANDLERS (USE HYGIENIC PRACTICES FOR FOOD SAFETY)

With Karen Stephens

A entry level qualification needed to work with food, this course will teach you how to handle food safely in the workplace.

**Date:** Monday 6 August

**Time:** 5:30pm - 9pm

**Cost:** \$90

**Code:** SITXFSA001



### PROVIDE RESPONSIBLE SERVICE OF ALCOHOL (RSA Certificate)

With Chris Muir

The required certificate to work with alcohol in a licensed premises. Learn to safely and legally handle and provide alcohol. This course is registered with the Victorian Commission for Gambling and Liquor Regulation (VCGLR)

**Date:** Monday 20 August

**Time:** 5pm—9pm

**Cost:** \$100

**Code:** SITHFAB002



### BASIC BARISTA TRAINING

With Steve & Lucy Collins

Want to improve your barista skills? This course will provide you with basic skills and knowledge, how espresso coffees are constructed, to extract espresso and texture milk with practice. Learn how to safely operate and clean the espresso machine and grinder. Make a start in the cafe industry or make a better coffee at home.

**Dates:**

Class 1: Sunday 16 September, 2-5pm

Class 2: Monday 17 September 5:30-8:30pm

**Cost:** \$85

**\*Please note that Class 2 is a repeat of 1**

## READY AIM FIRE!

(Marketing for small businesses)

With Penny Paxman

This course will teach you about techniques to develop a system of marketing called the 'Market Target' for small business owners to increase their customer base.

**Date:** 31 July

**Time:** 7pm —9pm

**Cost:** \$79 (including Penny's book)

## SCIENCE & TECHNOLOGY

### SCIENCE AND TECHNOLOGY FOR CHILDREN WITH SARAH IRVING



Sarah, a qualified teacher with a specific interest in STEM (Science Technology Engineering and Maths), is offering three exciting new classes for your budding scientist this term. Classes suit children 6-12, parents must stay with children under 8 and are welcome to stay or leave older children. Sarah will also provide all the materials for each session.

#### Making Mini Catapults.



Explore the physics behind how they work and make a model to take home.

**Date:** Friday 24 August, 3.45pm - 5.15pm

**Cost:** \$15

#### Balloon Powered Cars



Explore how they are propelled and design and make one to take home.

**Date:** Friday 7 September, 3.45 - 5.15pm

**Cost:** \$15

#### Static Electricity Experiments.



Ever jumped on a trampoline and had your hair stand up? That's static electricity. Find out how to generate and use it with three fun experiments.

**Date:** Friday 14 September, 3.45 - 5.15pm

**Cost:** \$15



## SKILLS FIRST RECONNECT

The Reconnect Program offers one on one support to help people that may be facing barriers in attaining education or employment goals.

**If you are**

Aged 17—19 not enrolled at school and did not complete Year 12 or equivalent

Or aged 20-64 and long term unemployed

You may be eligible for the Reconnect Program.

Please contact Karen Stephens 0499 902 374 or Jayne Farnan on 0423 294 515 for more information.

## READING, WRITING & NUMERACY

Do you need to improve or gain additional skills in reading, writing and numeracy.

Our trainer Jill David is offering basic literacy and numeracy sessions, as well as learning basic computer skills in Word and Powerpoint. These are self paced one on one sessions at a time that suits you. Flat rate of \$100 for up to 40 weeks.

## ACTIVE PLAY

### TINY TOTS SPORTS

With Jo Steel

Teaching different ball sports to pre-school aged children. The aim is to help children develop their gross motor skills eg running, throwing and life skills through listening and following instructions with a little assistance from parents.

**Dates & Times:**

Fridays 27 July to 31 Aug

**Class 1:** 9.30-10am

**Class 2:** 10.15 -10.45am (numbers permitting)

**Cost:** \$72 per student for 6 sessions



## ARTS AND CRAFTS

### PAINTING AND DRAWING DAYS

**Days:** Every 2nd Tuesday

**Time:** 10am—2pm

**Cost:** \$5 per session

This group provides a space to paint and draw no matter what your prior experience or choice of medium, in a relaxed, informal environment. No formal instructions but the opportunity to learn from others and share your knowledge. Bring your equipment with you.

### CHINA PAINTING

With Chris Chamberlain

This group meets on the first two Fridays of each month from 10am - 3pm to paint on China. Workshops are held with the tutor on the first Friday of every month for \$35 and the second Friday of each month is a self help day for \$5. There are experienced helpers at all sessions to assist you.

### INTRODUCTION TO SEWING SKILLS

With Karen Stephens

Basic sewing classes will include learning how to use the sewing machine, minor alterations, buttons, hems and repairs.

**Duration:** Tuesdays 7—28 August

**Time:** 6pm - 9pm

**Cost:** \$80 for 4 sessions

### GETTING YOUR MAKEUP TO WORK FOR YOU



With Finn Keath

Bring along your own make-up and learn how best to apply it and whether any items may be missing from your kit. This class is relaxed and flexible allowing plenty of time for questions. Finn will provide general make up advice as well as tips and tricks to have you looking and feeling fabulous.

**Date:** Tuesday 4 September

**Time:** 7pm -8:30pm

**Cost:** \$10



## LIFESTYLE AND LEISURE CLASSES

### ART CLASSES WITH BEV AISBETT

Artist, self-help author and counsellor Bev Aisbett is offering two new exciting art classes.

#### Create your own Cartoon



**Character**

Bev shows you the basics of creating your own cartoon character and giving them expressions. This fun class shows you that anyone can draw cartoons! This is an Introduction to Bev's cartooning course in final term.

**Date:** Sunday 12 August

**Time:** 2pm - 4pm

**Cost:** \$25

#### Express your self with ART



Bev helps you to free up the artist within and find ways to explore and release the inner you through a variety of both enjoyable and poignant exercises.

**Date:** Sun 29 July

**Time:** 2pm -4pm

**Costs:** \$25



## HEALTH AND WELLBEING

### HAIR BRAIDING



With Kirby Welch

Come and learn to braid hair with Kirby Welch. Kirby, a talented local hairdresser, will show you how tackle a number of different braiding styles and then you will have time to practice. The cost is for two people, perfect for parent & child or friends. The beginner class is for those who have never braided before and are unsure where to start. The intermediate class is for those who can do a basic braid but would like a hand to tackle something more.

**Dates & Times:**

Tuesday 7 August, 3:30-5pm (Beginner)

Tuesday 21 August 3:30-5pm (Intermediate)

**Cost:** \$20 per pair (two people to practice on each other)

### DOTERRA ESSENTIAL OILS



With Zoe Blakeney

Essential oils have been used for thousands of years in various cultures for medicinal and health purposes. Because of their antidepressant, stimulating, detoxifying, antibacterial, antiviral and calming properties, essential oils are recently gaining popularity as a natural therapy for a number of health concerns. Come to Zoe's session to learn more about how Essential Oils can assist in everyday life and buy some if you wish.

**Date:** 18 September

**Time:** 7pm—8:30pm

**Cost:** \$5



### AN INTRODUCTION TO OVERCOMING ANXIETY



Self-help author, (Living with IT, Taming the Black Dog) Bev Aisbett brings you insights based on her 25 years of helping people overcome anxiety, depression, low self-esteem and related issues through her books, lectures and Art of Anxiety workshops. In this lecture, you will discover how people become anxious, what triggers anxiety and how to change the thinking that leads to anxiety-related issues. This is an introduction to Bev's 6 week workshop in final term. Bev's books will be available to buy on the night.

**Date:** Wednesday 12 September

**Time:** 7pm - 8pm

**Cost:** \$5 (inc cuppa & biscuit)

### TO LIVE A LIFE WORTH REMEMBERING



With Dr Eileen Slack

Stop stressing out and worrying. Start living mindfully and be true to yourself. Why not give friendly attention to yourself?

Dr Eileen Slack will explore with you some pathways to your emotional wellbeing in everyday life. Come on your own or bring a friend. Handouts are prepared and bookings are essential.

**Date:** Saturday 8 September

**Time:** 2pm - 3:30pm

**Cost:** \$25