

GETTING THERE PROGRAM CERT 2 IN ADULT EDUCATION

The *Getting There Program* is an engaging and supportive learning and education program that helps individuals gain the confidence and skills to apply for and gain employment, or go onto further education. This program commenced at CEACA in July with over 14 participants of varying ages and backgrounds.

Topics include, the world around us and how our cultural and social structures shape our lives, wellbeing, health and happiness, being a great employee and working with others, goals and your future, self management and budgeting, communication and technology at work, numbers and calculations in the workplace and job seeking skills.

CEACA is planning to offer this a program in an ongoing sense should number allow. If you would like more information on this for the next enrolments please give CEACA a call on 5772 1238 or email admin@ceaca.com.au

ENROLMENT INFORMATION

Book into a class:

- In Person (CEACA Office)
- Over the phone on 5772 1238
- Via 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 or EFTPOS (over the phone or in person)
- By Electronic Funds Transfer (EFT)

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 a class has commenced

AVAILABLE AT CEACA

Computer and Internet Access available for community use

CVGT Employment Services

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

Printing, photocopying & laminating services

Room Hire

Looking for a venue in a central location to hold meetings, events, workshops, seminars, meet clients, hold band practice or host clubs?

Rooms include our large courtroom, classroom style Studio room, two offices, one with comfortable couches and the other with desk and small table, and a computer room. Flexible room set ups. For costs, or to make a booking please contact the CEACA office on 5772 1238.

CENTRELINK AGENCY

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

- Access to Centrelink telephone, computers, printers & fax machine
- Support to lodge claims or sign up for online services
- 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



PRODUCE SWAP & SHARE

Located on the verandah at CEACA the 'cupboard with character' provides a place for locals to share their excess garden produce over the warmer months.

The swap and share is flexible and open to everyone with locals invited to give, give and take, take by donation or take for free (if in need). Open during CEACA office hours, Monday to Thursday 9am-4pm.

SUPPORTED BY CEACA

Menzies Support Services
(previously Dame Pattie Menzies Centre)



Menzies Support Services in Alexandra 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. Phone 5772 1888 for more information.



University of the Third Age, Murrindindi East

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



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 from the CEACA office Monday-Thursday 9am-4pm. Donations welcome.

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)



Term 4 2018 October to December Edition

Welcome to Term 4 2018

**The Retreat's
FUN MUDDER**

Sunday, 21st October 2018
10.00am or 1.00pm start

\$25

Registrations closing soon!
theretreat.org.au/funmudder



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 (for more information see page 2).

Reconnect clients have been busy recently helping to build courses for *Fun Mudder* at *The Retreat* in Buxton.

Fun Mudder is an event, to be held on the 21 October, for 10 to 18 year olds. So if you love the outdoors, getting wet and dirty, and are up for a challenge then this is for you. This exciting course includes a Tarzan swing, climbing wall, bridge crossing, mud pit, ice plunge and more. If you think you've got what it takes register at theretreat.org.au/funmudder today.

CEACA Office Hours

Monday to Thursday 9am to 4pm

Centrelink Agency Hours

Monday 9am to 4pm & Wednesday 9am to 12 noon



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 5 November

Time: 5:30pm - 9pm

Cost: \$90

Code: SITXFSA001



FOOD SAFETY SUPERVISORS

With Karen Stephens

The required qualification to supervise employees in the workplace, this course will teach you how to manage and supervise a kitchen and fulfil the legislative requirements for a business.

Date: Monday 26th Nov

Time: 5.30-9pm

Cost: \$135

Code: SITXFSA002



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 15th October

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.

Date: Monday 12 November

Time: 5.30-8.30pm

Cost: \$85

2 DAY CHAINSAW COURSE

Learn how to safely use and maintain a chainsaw and cover the skills you need to safely trim and cross cut felled, maintenance, safety drill, theory & a day of practical work. Bring your chainsaw and safety gear to both sessions. Need steel cap boots, chaps, safety vest, helmet, eye and ear protection. Participants will receive a manual and certificate of participation.

Date: 20 & 21 October, Sat & Sunday

Time: 9am—4pm both days

Cost: \$165 (\$90 for first day only)



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 two 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.

Class1: Scribblebot Drawing Robots

Using a small DC battery and some craft materials, students will make a Scribblebot - a robot that creates interesting art works.

Date: Friday 26 October

Time: 3.45 - 5.15pm

Cost: \$15



Class 2: Lava Lamps and Colour Change Experiments

Learn about viscosity by making your own lava lamp (to keep) and other colourful experiments.

Date: Friday 9 November

Time: 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

And have not completed a certified course.

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.

BASIC READING, WRITING, NUMERACY & IT

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

Our trainer Jill David is offering basic literacy and numeracy sessions, as well as basic computer skills in Word and Internet surfing. These are self paced one on one sessions at a time that suits you.

ON THE WATER

BOAT & PWC LICENCE

Are you looking to get your boat and jet ski licence for summer time?

The fresh breeze, the cool spray, the need for skis or the thrill of a catch... whatever calls you out onto the water, this course will get you there.

A certificate will be issued on the night and is valid for 12 months. The certificate must be presented at Vic Roads and fees paid to obtain a five year licence.

Date: Friday 2 November

Time: 6-10pm

Cost: \$120 (Boat and PWC), or PWC only \$90



ART & CRAFTS

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.

SEWING AND FASHION SKILLS

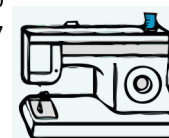
With Karen Stephens

Basic sewing classes will include learning how to use the sewing machine, minor alterations, buttons, hems and repairs. Also to have a go at your own project.

Dates: Tuesdays 23 & 30 October & 13, 20 & 27 November

Time: 6pm - 9pm

Cost: \$100 for 5 classes



HEALTH AND WELLBEING

CHINESE MEDICINE

Dr Ange Palmer is a qualified Chinese Medicine Practitioner who operates her successful practice in Kinglake. Join Ange for this introductory talk on Chinese Medicine with a focus on health and family. Learn how Chinese medicine interacts with diet, seasons and individual constitutions and be introduced to the concepts of yin and yang and tao (meaning 'the way'). A selection of Chinese tea's will be provided for your enjoyment.

Date and time: Thursday 25 October

Time: 6-8pm

Cost: \$25



DR EILEEN SLACK

Stop Stressing-Out & Worrying

Start living Mindfully, And, Be True To Yourself, Give Friendly Attention to your Life

TO LIVE A LIFE WORTH REMEMBERING
TIME, DATE & COST: TBA

LIFESTYLE AND LEISURE CLASSES

NATURAL SKINCARE PRODUCTS



With Dora Berenyi

Learn how to make your own skincare products at home from pure and natural household items. Make a soothing moisturiser, luscious lip balm, and gentle body scrub to take home. Save money making your own products or gifts for your family and be confident of the safe ingredients used. All ingredients and jars are provided as well as recipes so you can make more at home. Bring along an apron or wear old clothes as this is a hands-on class.

Cost: \$50 per person includes materials.

Date: 16 October

Time: 6pm — 8.30pm



HAIR WITH KIRBY

With Kirby Welch

Class 1: Beginner Hair Braiding

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.

Date: Tuesday 13 November

Time: 3.30—5pm

Cost: \$20 per pair



Class 2: Learn how to curl your own hair.

Bring your curling wand or hair straightner (or use Kirby's) and learn how to create fabulous soft wave styles.

Date: Monday 26 November

Time: 5.30—7pm

Cost: \$20 per person



TAI CHI

Do you want a gentle exercise? Tai Chi involves smooth, flowing and controlled movements and postures.

Dates: Thursdays 18 October—6 December (8 sessions)

Cost: \$90 for 8 classes

Class 1: Beginner (no experience required)

Time: 12.30pm—1.30pm

Class 2: Intermediate/advanced

Time: 1.30—2.30pm

WORD SKILLS

BASIC WORD SKILLS

With Jill David

Want to learn some basics of Microsoft Word? Create simple cards or flyers, save & print documents, copy & paste, use borders, different fonts and colours. Plenty of time for questions and to work on areas of need. Join the class and improve your skills.

Date: Tuesdays 13 November to 4 December

Four sessions: 2 hours per class.

Time: 1-3pm

Cost: \$100 per person for 4 classes



EXPRESSIONS OF INTEREST

In 2019 CEACA is looking to run a range of new leisure and lifestyle courses, which may include:

- Kids classes: school holiday program, cooking & baking, science & technology
- Youth classes: self defence, mental health first aid, job seeking skills, L2P driver program, relaxation classes, bush survival skills
- Adults: arts & craft, information sessions, health & beauty, technology, community kitchen, book or games clubs, DIY skills

If you have a particular interest or need please contact us on admin@ceaca.com.au and we'll look to get your class up and running.

Keep an eye out for all the new things happening at CEACA in the new year.