

# Community House Programs

## Classes for Term 2 – 2019

Djerriwarrh Community & Education Services welcomes people from all backgrounds and is committed to the development of self-reliant people and strong communities.



### Crafts, Wellbeing & Self Help

<p><b>INTERNATIONAL CAFÉ</b> Join this welcoming and friendly café where you will learn about different cultures and cuisines, cook with people from various backgrounds and enjoy sharing the food with others.</p>	<p>Thursdays 2 May – 27 Jun 10:00am – 2:00pm</p>	<p>Free Join anytime</p>
<p><b>LEATHER CRAFT</b> You will learn to make: Beginner level - Key tags, coasters, coin purses and card wallets with a mixture of stamping and sewing Advanced level - Wallets, larger purses, belts and shoulder bags. Tools and leather provided.</p>	<p>Third Wednesday of the month (17 Apr, 15 May, 19 Jun) 4:00pm – 6:00pm</p>	<p>\$20 per session Join anytime</p>
<p><b>SAHAJA YOGA MEDITATION</b> Sahaja Yoga Meditation promotes mental, physical and emotional balance whilst reducing stress and anxiety. Come and be guided through meditation in a way that is suitable for all ages.</p>	<p>Thursdays 2 May – 27 Jun 7:00pm – 8:00pm</p>	<p>Free Join anytime</p>
<p><b>WOMEN'S FRIENDSHIP CAFÉ</b> Come for a cuppa, a good chat and to make friends!</p>	<p>Wednesdays 24 Apr – 26 Jun 10:00am – 12:00pm</p>	<p>Free Call to book.</p>
<p><b>ENGLISH FOR SEWING</b> You will: - Learn to take correct measurements and make fashion garments - Improve your English language skills</p>	<p>9 Sessions Tuesdays 7 May – 25 Jun 10:00am – 2:00pm</p>	<p>Free (Eligibility applies) Limited places. Must enrol.</p>
<p><b>LITTLE LIBRARIES</b> Our Little Library is a free book exchange where people can take a book or bring along a book to swap at Djerriwarrh's Melton reception. We have a children's section as well.</p>	<p>Monday to Friday 9:00am – 5:00pm</p>	<p>Free</p>
<p><b>COMPUTER USE FOR JOB SEEKERS</b> We have computers available to be used for job-related searches or to create or update resumes. Contact us for further information.</p>	<p>Monday to Friday 9:30am – 4:30pm</p>	<p>Free</p>



► English

<p><b>ENGLISH FOR EVERYONE – FOUNDATION</b></p> <p>You will:</p> <ul style="list-style-type: none"> <li>- Develop and improve your English reading, writing, speaking and listening skills</li> </ul>	<p>18 Sessions Mondays &amp; Tuesdays 23 Apr – 25 Jun 9:30am – 3:00pm</p>	<p>*ACFE funded: \$90 Concession: \$45 Full fee: \$225 Material: \$15</p>
<p><b>ENGLISH FOR EVERYONE – NIGHT CLASS</b></p> <p>You will:</p> <ul style="list-style-type: none"> <li>- Improve your grammar and vocabulary skills</li> <li>- Focus more on conversation and pronunciation</li> </ul>	<p>8 Sessions Mondays 29 Apr – 24 Jun 6:00pm – 9:00pm</p>	<p>*ACFE funded: \$24 Concession: \$12 Full fee: \$60 Material: \$15</p>
<p><b>ENGLISH FOR EVERYONE – NEXT STEP</b></p> <p>You will:</p> <ul style="list-style-type: none"> <li>- Improve your grammar and vocabulary skills</li> <li>- Focus more on conversation and pronunciation</li> </ul>	<p>19 Sessions Wednesdays &amp; Thursdays 24 Apr – 27 Jun 9:30am – 3:00pm</p>	<p>*ACFE funded: \$95 Concession: \$47.50 Full fee: \$237 Material: \$15</p>
<p><b>ENGLISH FOR EMPLOYMENT</b></p> <p>You will:</p> <ul style="list-style-type: none"> <li>- Build skills to be more confident in the workplace</li> <li>- Learn English you can use at work</li> </ul>	<p>8 Sessions Mondays 29 Apr – 24 Jun 9:30am – 3:00pm</p>	<p>*ACFE funded: \$40 Concession: \$20 Full fee: \$100 Material: \$15</p>
<p><b>ENGLISH FOR COMMUNITY SERVICES</b></p> <p>You will:</p> <ul style="list-style-type: none"> <li>- Improve your English while learning about a range of community services such as schools, hospitals, childcare, aged care and volunteering.</li> </ul>	<p>9 Sessions Thursdays 2 May – 27 Jun 9:30am – 3:00pm</p>	<p>*ACFE funded: \$45 Concession: \$22.50 Full fee: \$112 Material: \$15</p>
<p><b>COMPUTERS FOR ENGLISH</b></p> <p>You will:</p> <ul style="list-style-type: none"> <li>- Learn to use computers while developing your English language</li> <li>- Get introduced to a range of different computer programs</li> </ul>	<p>10 Sessions Fridays 26 Apr – 28 Jun 9:30am – 3:00pm</p>	<p>*ACFE funded: \$50 Concession: \$25 Full fee: \$125 Material: \$15</p>
<p><b>ENGLISH FOR LIVING &amp; WORKING IN AUSTRALIA</b></p> <p>You will:</p> <ul style="list-style-type: none"> <li>- Understand Australia's history and people</li> <li>- Learn more about Australian culture and traditions</li> </ul>	<p>10 Sessions Saturdays 27 Apr – 29 Jun 10:00am – 1:00pm</p>	<p>*ACFE funded: \$30 Concession: \$15 Full fee: \$75 Material: \$15</p>

\* Individuals are ACFE funded if they hold Australian citizenship, New Zealand citizenship or an Australian permanent visa

**ADULT MIGRANT ENGLISH PROGRAM (AMEP)**

The Adult Migrant English Program (AMEP) provides up to 510 hours of free English language tuition to eligible migrants and humanitarian entrants. AMEP is funded by the Australian Government Department of Education and Training. AMEP helps clients to learn English as well as to participate socially and economically in Australian society.

You may be eligible for AMEP if you have been

- granted a permanent visa OR
- granted an eligible temporary visa AND
- speak little or no English

Young people between 15 and 17 years of age may also be eligible.

In an AMEP class you will learn English language skills and information about Australian society.

You can meet other people learning English. Classes are taught by qualified teachers.

For further information about AMEP please contact us.



### CHC30213 CERTIFICATE III IN EDUCATION SUPPORT

This course will give you the core skills and training to assist teachers in a range of classroom contexts.

Minimum course fees are:	Tuition Fee	Material Fee	Amenities Fee	Approx. Government Contribution	Total
Government Subsidised*	\$450	\$150	\$20	\$4256	\$620
Government Subsidised* (Concession)	\$90	\$150	\$10	\$4616	\$250
Full fee	\$2500	\$150	\$20	0	\$2670
Full fee (Concession)	\$2000	\$150	\$10	0	\$2160

2 days  
(Melton)  
5 Jun – 18 Dec  
9:30am – 3:00pm

### CHC30213 CERTIFICATE III IN EDUCATION SUPPORT

This course will give you the core skills and training to assist teachers in a range of classroom contexts.

Minimum course fees are:	Tuition Fee	Material Fee	Amenities Fee	Approx. Government Contribution	Total
Government Subsidised*	\$450	\$150	\$20	\$4256	\$620
Government Subsidised* (Concession)	\$90	\$150	\$10	\$4616	\$250
Full fee	\$2500	\$150	\$20	0	\$2670
Full fee (Concession)	\$2000	\$150	\$10	0	\$2160

2 days  
(Sunbury)  
24 Apr-12 Dec  
9:30am – 3:00pm

### CHC30113 CERTIFICATE III IN EARLY CHILDHOOD EDUCATION & CARE

This course will give you the knowledge, skills and experience for employment in the childcare industry.

Minimum course fees are:	Tuition Fee	Material Fee	Amenities Fee	Approx. Government Contribution	Total
Government Subsidised*	\$450	\$150	\$20	\$5936	\$620
Government Subsidised* (Concession)	\$90	\$150	\$10	\$6296	\$250
Full Fee	\$2500	\$150	\$20	0	\$2670
Full Fee (Concession)	\$2000	\$150	\$10	0	\$2160

3 days  
(Melton)  
3 Jun – 19 Dec  
9:30am – 3:00pm

### CHC22015 CERTIFICATE II IN COMMUNITY SERVICES (PREPARATION FOR HEALTH SERVICES ASSISTANCE)

This course will introduce you to aspects of the role of a Health Services Assistant and includes a five-day work placement at one of Western Health's campuses located in Footscray, Sunshine and Williamstown.

Minimum course fees are:	Tuition Fee	Materials Fee	Amenities Fee	Approx. Government Contribution	Total Fee
Government Subsidised*	\$250	\$200	\$20	\$2,191	\$470
Government Subsidised* (Concession)	\$50	\$200	\$10	\$2,391	\$260
Full Fee	\$1,750	\$200	\$20	-	\$1,970
Full Fee (Concession)	\$1,400	\$200	\$10	-	\$1,610

Mondays to  
Thursdays  
(Sunshine)  
20 May – 11 Jul  
9:30am – 3:00pm

### CHC33015 CERTIFICATE III IN INDIVIDUAL SUPPORT (AGEING)

This course will prepare you for work as a carer in a residential aged care facility. It will introduce you to all aspects of a carer's role including personal care, well-being and assistance with daily activities.

Minimum course fees are:	Tuition Fee	Material Fee	Amenities Fee	Approx. Government Contribution	Total
Government Subsidised*	\$450	\$200	\$20	\$6,077	\$670
Government Subsidised* (Concession)	\$90	\$200	\$10	\$6,437	\$300
Full Fee	\$2500	\$200	\$20	0	\$2,720
Full Fee (Concession)	\$2000	\$200	\$10	0	\$2,210

3 days  
(Melton)  
4 Jun- 13 Dec  
9:30am – 3:00pm



## ▶ Computers, Business & Careers

<p><b>INTERMEDIATE COMPUTERS</b></p> <p>You will:</p> <ul style="list-style-type: none"> <li>- Learn more about Microsoft Office Suite including Word, Excel and PowerPoint</li> <li>- Improve your skills on using online resources, social media and other computer features</li> </ul>	<p>8 Sessions Thursdays 2 May – 20 Jun 9:30am – 3:00pm</p>	<p>*ACFE funded: \$40 Concession: \$20 Full fee: \$100 Material: \$15</p>
<p><b>FLEXI COMPUTERS</b></p> <p>You will:</p> <ul style="list-style-type: none"> <li>- Get an individual learning plan of 20 hours which will increase your knowledge of Microsoft Word, Excel and as well as social media websites such as Facebook and Twitter</li> </ul>	<p>4 Sessions Thursdays Join anytime 9:30am – 3:00pm</p>	<p>(Per Module) *ACFE funded: \$20 Concession: \$10 Full fee: \$50 Material: \$15</p>
<p><b>SKILLS FOR OFFICE WORK</b></p> <p>You will:</p> <ul style="list-style-type: none"> <li>- Prepare for entry-level administrative positions</li> <li>- Have the opportunity to upgrade your skills further</li> </ul>	<p>7 Sessions Mondays 29 Apr – 17 Jun 9:30am – 3:00pm</p>	<p>*ACFE funded: \$35 Concession: \$17.50 Full fee: \$87.50 Material: \$15</p>
<p><b>JOB LAB</b></p> <p>Improve your resume and job seeking skills with help from a qualified careers advisor. <u>Melton Library</u>: Every second &amp; fourth Thursday. <u>Caroline Springs Library</u>: Every first, third and fifth Thursday of the month.</p>	<p>Thursdays 10:00am – 12:00pm</p>	<p>Free</p>

## ▶ Hospitality and Cooking

<p><b>INTRODUCTION TO CAFÉ SKILLS</b></p> <p>You will:</p> <ul style="list-style-type: none"> <li>- Learn to prepare and serve all coffee types and café-style foods</li> <li>- Improve your customer service and team work abilities</li> </ul> <p>(Pathway to successfully attain a Barista Certificate and Level 1 Food Handlers Certificate- Extra session on 18 June)</p>	<p>7 Sessions Tuesdays 30 Apr – 11 Jun 9:30am – 3:00pm</p>	<p>*ACFE funded: \$30 Concession: \$15 Full fee: \$75 Material: \$30</p>
<p><b>INDIAN COOKING</b></p> <p>You will:</p> <ul style="list-style-type: none"> <li>- Make Authentic Indian recipes using fresh and seasonal ingredients</li> <li>- Learn secrets of the great spice cuisines as you make foods using spice blends and pastes</li> </ul>	<p>8 Sessions Mondays 29 Apr – 24 Jun 9:30am – 3:00pm</p>	<p>*ACFE funded: \$40 Concession: \$20 Full fee: \$100 Material: \$20</p>

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### SKILLS FOR EDUCATION AND EMPLOYMENT (SEE)

The Skills for Education and Employment (SEE) Program assists clients to gain employment by strengthening their language, literacy and numeracy skills. SEE is a free program for eligible jobseekers and is funded by the Australian Government Department of Education and Training. SEE is flexible, with both part time and full time options. SEE caters for clients with English as an additional language or as a first language. It also caters for clients of all ages.



If you are interested please contact Centrelink or your jobactive to be referred to the SEE program.

239 Station Road, Melton VIC 3337. T: (03) 8746 1000

E: [info@djerriwarrh.org](mailto:info@djerriwarrh.org) [www.djerriwarrh.org.au](http://www.djerriwarrh.org.au)

Reception hours: Monday to Friday 9:00am to 5:00pm

Closed weekends and public holidays

