

Community House Programs

July 11 to September 16, 2022



May was a big month in the Community House!

Lots of exciting things happened in our Community House in May – Neighbourhood House week, National Volunteers week, and the Cancer Council's Biggest Morning tea. We also held some very informative health education sessions. The Water Well Project held these sessions for us and will be **coming back again in August**. See **TERM 3 CALENDAR OF EVENTS** for more details. Thanks to everyone that participated!



Deb and Tizi

Two of our wonderful volunteers



Biggest Morning tea and Neighbourhood House week morning tea



The Water Well Project providing valuable information about navigating the Australian healthcare system

Power Savings Bonus – program extended!

Good news! The Power Saving Bonus has been extended.

The new program starts on 01 July 2022 and will run until 31 December 2022. Households that have previously claimed the \$250 Power Saving Bonus **will still be eligible** for the new one-off payment.

The Victorian Government is easing cost-of-living pressures and encouraging Victorians to get a better deal on their energy - and save money - by encouraging all households to apply for the new \$250 Power Saving Bonus. The new bonus will be **open to all Victorian households**, not just concession card holders.

If you would like to know more about this or to book an appointment for one of our friendly staff to help you apply for the bonus, please give us a call at 03 8746 1000.



239 Station Road, Melton, VIC, 3337 T (03)8746 1000
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learn • connect • grow



TERM 3 CALENDAR OF EVENTS

| UP AND COMING EVENTS (FREE) | DATE & TIME <i>Call 87461000 to register as spaces are limited</i> |
|---|---|
| <p>NATIONAL PYJAMA DAY Take Casual Friday to a whole new level! Pop on your favourite PJs (or even just your Oodie and slippers). Come into the Community House for a hot drink and some morning tea and make a gold coin donation to The Pyjama Foundation to raise awareness and funds for children in foster care.</p> | <p>Friday 22 July 10:00am – 11:30am</p> |
| <p>INFORMATION SESSION ON NAVIGATING THE AUSTRALIAN HEALTHCARE SYSTEM Find out more about your healthcare options and how to access them including Medicare, public/private hospitals, GP clinics, pharmacies, and the ambulance service. There will be interactive activities which include how to call an ambulance, when to attend a GP or Emergency Department, how to make a GP appointment, what to bring with you to the GP and what to do with a medication prescription.</p> | <p>Monday 01 August 11:00am – 12:00pm</p> |
| <p>INFORMATION SESSION ON MENTAL HEALTH In this session, you will explore preventative and protective strategies to support their mental health and wellbeing and will address ways to seek help for mental health if they think themselves or their friend and family might require more support. Interactive activities can include breathing exercises and practising gratitude.</p> | <p>Thursday 04 August 11:00am – 12:00pm</p> |
| <p>INFORMATION SESSION ON VOLUNTEERING In this session you will find out about volunteering opportunities with a number of different local community organisations including: Djerriwarrh Community & Education Services (Community House activities, L2P Learner Driver program, the Adult Migrant English Home Tutoring Program), The Centre for Multicultural Youth Homework Club, St Vincent de Paul Society Children's Reading Club, Whitelion and Headspace Melton Mentor Program, CatholicCare, MiCare and Melton City Council.</p> | <p>August Date to be confirmed</p> |
| <p>ADULT LEARNERS' WEEK Join us at 239 Station Road, Melton to view some of our classes in action and find out more about what courses we offer. Come in for a coffee and a chat and enjoy free Community House activities all week. Contact us closer to the day to register for an activity.</p> | <p>5 - 8 September 9:30am – 2:30pm Monday - Thursday</p> |
| <p>LIFELONG LEARNING FESTIVAL Coinciding with Adult Learners Week, join us at 239 Station Road, Melton to view some of our classes and learn more about the courses and services we offer. Come in for a coffee and a chat. Contact us closer to the day to see what is on the program.</p> | <p>5 - 9 September 9:30am – 2:30pm Monday - Friday</p> |

WE NEED YOUR TIME AND SKILLS!

We need volunteers! Come volunteer with us, gain confidence, share your skills and help others.
Visit our website <https://djerriwarrh.org.au/community-house/volunteers> to register your interest
Like us on: <https://www.facebook.com/likeDJCH>






CRAFTS, WELLBEING, CHILDREN AND FAMILY

| ACTIVITIES (FREE) | DETAILS <i>Call 87461000 to register your interest or enquire</i> |
|--|--|
| <p>SAHAJA YOGA MEDITATION Learn how to experience the peace of true meditation. You will participate in collective meditation sessions with clearing, balancing, talks and discussions on a topic of the day. Sessions are suitable for complete beginners and regular meditators. Join anytime!</p> | <p>Thursday evenings 7:00pm – 8:00pm</p> |
| <p>MELTON CENTRAL SOCIAL CLUB Looking for something to do? Want to meet new people? Bring your craft project and join us for a cuppa and some company. Share your craft ideas with the group or chat about anything and everything. Make new friends in a warm and welcoming environment!</p> | <p>Contact us for details</p> |
| <p>DJERRIWARRH COMMUNITY GARDEN IS BACK! Interested in gardening or looking to be involved with a gardening group? Come along, meet new people, have a chat, learn some new gardening tips, share ideas, get your hands dirty, have fun! Please bring a water bottle and wear sturdy closed in shoes. Sunscreen provided.</p> | <p>Contact us for details</p> |
| <p>FORM FILLING HELP Are you having difficulty completing a form? If you have a form and are not sure how to fill it in, no stress, book an appointment with us and we will help!</p> | <p>Booking an appointment is necessary</p> |
| <p>LITTLE LIBRARY Drop into the Melton Central Community Centre and pick up a book to read for yourself or your family. Our Little Library is a free service. Bring one, swap one, take one, sit and read one 😊</p> | <p>Monday to Friday 9:00am – 4:30pm</p> |

TERM 3 LEARN LOCAL COURSES ARE FREE FOR AUSTRALIAN CITIZENS, HOLDERS OF AUSTRALIAN PERMANENT VISAS AND NEW ZEALAND CITIZENS WHO MEET THE ELIGIBILITY CRITERIA FOR LEARN LOCAL COURSES. FULL FEES APPLY TO OTHER PARTICIPANTS.






ENGLISH LANGUAGE COURSES

| COURSE | DETAILS | COST |
|--|---|--|
| <p>ENGLISH FOR LIFE SKILLS</p> <p>Delivery Mode: Face to Face in Melton</p> <p>Designed for learners with a basic level of English, this course aims to build listening, speaking, reading, writing and grammar skills for work and in other settings.</p>  | <p>Starts in July Thursdays and Fridays 4 hours x 20 Sessions 9:30am – 2:00pm</p> | <p>Material: \$10 (for all participants)</p> <p>Full Fee: \$80</p> |

HOSPITALITY & OTHER SKILLS – COURSES

| COURSE | DETAILS | COST |
|---|---|--|
| <p>CAFÉ SKILLS</p> <p>Delivery Mode: Face to Face in Melton</p> <p>This course aims to develop skills for work in the hospitality sector as a Barista or in a Café. The course offers a pathway to Certificate II in Hospitality (Kitchen Operations).</p> <ul style="list-style-type: none"> ✓ Safe food handling practices ✓ Basic Barista skills ✓ Cash handling skills ✓ Customer service skills ✓ Clean kitchen premises and equipment ✓ Basic hospitality terminology for the workplace ✓ Use a variety of food preparation equipment ✓ Food preparation and serving (prepare a variety of simple Café style foods) ✓ Opportunity to complete SITXFSA001 Use Hygienic Practices for Food Safety (accredited certificate) - <i>OPTIONAL</i> | <p>Starts in July Thursdays 4 hours x 9 Sessions 9:30am – 2:00pm</p> | <p>Material: \$20 (for all participants)</p> <p>Full Fee: \$35</p> |
| | <p>SITXFSA001 Use Hygienic Practices for Food Safety (accredited certificate) 15 September 9:30am – 3:00pm</p> | <p>Additional fees apply</p> |
| <p>INTRODUCTION TO COMMERCIAL COOKERY (INTERNATIONAL FOCUS)</p> <p>Delivery Mode: Face to Face in Melton</p> <p>This practical course, delivered by a qualified Chef, aims to develop skills for work in an industrial kitchen. The course offers a pathway to a range of courses including Certificate III in Commercial Cookery.</p> <ul style="list-style-type: none"> ✓ Safe food handling practices ✓ Plan and cost basic menus ✓ Clean kitchen premises and equipment ✓ Basic hospitality terminology for the workplace ✓ Use a variety of food preparation equipment including knives ✓ Food preparation (prepare and share a variety Of simple international dishes and learn about their origin) ✓ Opportunity to complete SITXFSA001 Use Hygienic Practices for Food Safety (accredited certificate) - <i>OPTIONAL</i> | <p>Starts in July Tuesdays 4 hours x 9 Sessions 9:30am – 2:30pm</p> | <p>Material: \$50 (for all participants)</p> <p>Full Fee: \$35</p> |
| | <p>SITXFSA001 Use Hygienic Practices for Food Safety (accredited certificate) 15 September 9:30am – 3:00pm</p> | <p>Additional fees apply</p> |
| <p>COMMERCIAL CLEANING</p> <p>Delivery Mode: Face to Face in Melton</p> <p>This course will help learners to explore employment opportunities in the cleaning industry.</p> <ul style="list-style-type: none"> ✓ Introduction to operational health & safety in the workplace ✓ Cleaning techniques and hands-on practice ✓ Customer service ✓ Career planning & pathways | <p>Starts in July Tuesdays and Fridays 3 hours x 12 sessions 3:30pm – 6:30pm</p> | <p>Material: \$10 (for all participants)</p> <p>Full Fee: \$30</p> |

▶ COMPUTER, BUSINESS & CAREER COURSES

| COURSE | DETAILS | COST |
|--|---|--|
| <p>DIGITAL ESSENTIALS [LEVEL 1]</p> <p>Delivery Mode: Face to Face in Melton</p>  <p>This course has been specially designed for learners with no prior knowledge of computers. Learners of this course will be introduced to the following:</p> <ul style="list-style-type: none"> ✓ Understanding the different parts of your computer ✓ How to effectively use the keyboard and mouse ✓ How to use your computer safely ✓ Discover Microsoft Word - copy, cut and paste ✓ Understand how the internet works and how to use it safely <p>BONUS: How to prevent phone fraud</p> | <p>Starts in July Mondays 4 hours x 10 Sessions 9:30am – 1:30pm</p> | <p>Material: \$20 (for all participants)</p> <p>Full Fee: \$30</p> |
| <p>MICROSOFT OFFICE COMPLETE</p> <p>Delivery Mode: Face to Face in Melton</p>  <p>This course will introduce and/or extend learners' understanding of the essential parts of Microsoft Office Suite.</p> <ul style="list-style-type: none"> ✓ Learn the basic features of Microsoft Word ✓ Learn about advanced editing, proofing skills and mail merges ✓ Learn all about Canva and why this powerful design tool is so popular ✓ Discover how PowerPoint and its animation options make beautiful presentations ✓ Dive into the world of Excel, learn how to use data and create tables and formulas ✓ Learn how to use Publisher to create advertising and other publications. ✓ Learn how to use Outlook for emails, create a signature, learn about calendaring | <p>Starts in July Thursday evenings 3 hours x 10 Sessions 4:00pm – 7:00pm</p> | <p>Material: \$20 (for all participants)</p> <p>Full Fee: \$25</p> |
| <p>SMALL BUSINESS LEVEL 1</p> <p>Delivery Mode: Face to Face in Melton</p>  <p>This course will help learners understand what it takes to run a small business and decide whether their business idea could become a success.</p> <ul style="list-style-type: none"> ✓ Legal and other requirements ✓ Business planning ✓ Research and marketing ✓ Finances ✓ Managing a small team | <p>Starts in July 4 hours x 07 Sessions Thursdays 9:30am -1:30pm</p> | <p>Material: \$20 (for all participants)</p> <p>Full Fee: \$25</p> |
| <p>PATHWAY TO CIVIL CONSTRUCTION</p> <p>Delivery Mode: Face to Face in Sunbury</p>  <p>Looking to get into the Construction Industry? This short course is a pathway to employment* with Winslow Construction. This course will focus on developing industry specific employability skills including:</p> <ul style="list-style-type: none"> ✓ Plan and organise work ✓ Workplace communication ✓ Introduction to tools and equipment ✓ Understanding workplace plans and specifications ✓ Participants will also have an opportunity to complete their Whitecard training, and participate in onsite work experience. | <p>Starts in August 3 days per week 9 Sessions 8:00am – 4:00pm Held in Sunbury</p> | <p>Contact us for details</p> |
| <p>JOB LAB</p> <p>Delivery Mode: Face to Face in Melton and Caroline springs</p>  <p>Improve resume and job seeking skills with help from a qualified Careers Advisor.</p> | <p>Thursdays 10:00am – 12:00pm</p> | <p>Contact Melton City Council for details</p> |



CERTIFICATE / VET COURSES - TERM 3

TAKING EXPRESSIONS OF INTEREST!

| | |
|---|--|
| <p>SITXFSA001 Use hygienic practices for food safety.</p> <p>If you are looking to work in a café, restaurant, hotel, takeaway or fast-food outlet it is highly recommended that you complete this hands-on practical training (certified).</p> <p>This course will cover the following required topics:</p> <ul style="list-style-type: none"> • Food handling practices to prepare and store food correctly • Hygiene practices to keep the food premises and equipment clean and well maintained | <p>Taking enrolments! Cost: \$80</p> <p>1 DAY Training</p> |
| <p>SITHFAB002 Provide Responsible Service of Alcohol (RSA)</p> <p>Learn about: the liquor industry; the benefits of responsible service; facts about alcohol; how to identify intoxication; serving strategies; how to refuse service; laws concerning underage drinking; packaged liquor laws and function practices.</p> <p>*SITHFAB002 Provide Responsible service of Alcohol – Australian law requires all staff serving alcohol to complete this accredited unit</p> | <p>Taking enrolments! Cost: \$100</p> <p>1 DAY Training</p> |
| <p>SITHFAB005 Prepare and serve espresso coffee (Barista training)</p> <p>This course will allow you to:</p> <ul style="list-style-type: none"> • Gain the skills and knowledge required to extract and serve espresso coffee; including how to operate a coffee machine; make beverages including cappuccino, latte; flat white and hot chocolate. <p>*This course results in a Nationally recognised Statement of Attainment listing the unit SITHFAB005 Prepare and Serve Espresso Coffee</p> | <p>Taking enrolments! Cost: \$120</p> <p>2 DAYS Training</p> |
| <p>SIT20316 Certificate II in Hospitality – accredited training for SEE students</p> <p>This program seeks to improve language, literacy and numeracy and digital literacy skills while focusing on employment pathways into hospitality. Eligible job seekers can receive FREE accredited training through the SEE program.</p> <p>To be eligible for the SEE program clients must:</p> <ul style="list-style-type: none"> • Be of working age (15 years and over) • Be registered as a job seeker • Not be a fulltime student • Meet the rules on visa status and benefits | <p>Starting soon</p> <p>3 days per week Tuesdays & Wednesdays in Sunshine Fridays in Melton For more information contact 1300 253 053</p> |

CERTIFICATE / VET COURSES - TERM 3

CHC30221 CERTIFICATE III IN SCHOOL BASED 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 | \$300 | \$160 | \$60 | \$5473.75 | \$520 |
| Government Subsidised (Concession) | \$60 | \$160 | \$60 | \$5713.75 | \$280 |
| Full fee | \$3500 | \$160 | \$70 | \$0 | \$3730 |
| Full fee (Concession) | \$3000 | \$160 | \$60 | \$0 | \$3220 |

Dates:
13 July 2022-
17 March 2023

Venue: Melton

2 days per week

Time:
9:30am – 3:00pm

CHC30121 CERTIFICATE III IN EARLY CHILDHOOD EDUCATION AND 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 | \$300 | \$160 | \$60 | \$8310 | \$520 |
| Government Subsidised (Concession) | \$60 | \$160 | \$60 | \$8550 | \$280 |
| Full fee | \$3500 | \$160 | \$70 | \$0 | \$3730 |
| Full fee (Concession) | \$3000 | \$160 | \$60 | \$0 | \$3220 |

Dates:
11 July 2022 –
22 Mar 2023

Venue: Melton

3 days per week

Time:
9:30am – 3:00pm

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

TAKING ENROLMENTS NOW!

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 | Material Fee | Amenities Fee | Approx. Government Contribution | Total |
|------------------------------------|-------------|--------------|---------------|---------------------------------|--------|
| Government Subsidised | \$250 | \$200 | \$20 | \$2191 | \$470 |
| Government Subsidised (Concession) | \$50 | \$200 | \$10 | \$2391 | \$260 |
| Full fee | \$1750 | \$200 | \$20 | \$0 | \$1970 |
| Full fee (Concession) | \$1400 | \$200 | \$10 | \$0 | \$1610 |

Dates:
September

Venue: Sunshine

Monday – Friday
8 weeks

Time:
9:30am – 3:00pm

**CHC33015 CERTIFICATE III IN INDIVIDUAL SUPPORT (AGEING)
PAID TRAINEESHIP OPPORTUNITIES ACROSS MELBOURNE**

TAKING EXPRESSIONS OF INTEREST!

This course will prepare you for work as a career 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.

Training delivery will be in Melton and/or Sunshine and via Zoom as required.

GAIN A QUALIFICATION WHILE YOU WORK!

Dates:
Ongoing
enrolments

Venue: Melton &
Sunshine

Time:
9:30am – 3:00pm

Contact us for
details



ADULT MIGRANT ENGLISH PROGRAM (AMEP)

The Adult Migrant English Program (AMEP) provides free English language tuition to eligible migrants and humanitarian entrants. AMEP is funded by the Australian Government Department of Home Affairs. 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.



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, Skills and Employment. 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

CONTACT US

For information on any of our Term 3 courses and for enrolment:

- Visit djerriwarrh.org.au/courses to enrol online
- Email us at training@djerriwarrh.org or info@djerriwarrh.org
- Call us on 03 8746 1000
- Or just walk in!

Our reception desk is located at:

Melton Central Community Centre
239 Station Road, Melton VIV 3337

Opening hours:

Monday to Friday 9:00am to 5:00pm
Closed weekends and public holidays