TERM 3 PROGRAM
(July – September)

Office Hours: 9am-4pm
Email: nclc@bigpond.com
Address: 99 Melville Street, Numurkah 3636 (P.O Box: 153)
Web: www.nclc.com.au

(03) 5862 2249
About

Numurkah Community Learning Centre has a philosophy based on the principles of community focus and inclusion. We provide learning opportunities for people to enhance their lives, increase or learn new skills. Numurkah Community Learning Centre is a community organisation in the Moira Shire and has a strong partnership with local and state Governments, Community / Neighbourhood Houses, businesses and community groups.

Membership

You may wish to become a member to support the Centre. Members receive discounts and other special benefits from the Learning Centre. Membership is only $5.00 per year.

Vision

Numurkah Community Learning Centre will aspire to be the first choice provider of quality training and services through continuous improvement, integrity and teamwork of our people.

Mission

Numurkah Community Learning Centre will be valued as an effective resource for broad community participation, learning opportunities and social inclusion.
Our Services

Photocopying / Faxing / Scanning / Laminating / Binding / Service
Referrals available at reception

V/Line Agency
V/Line Coach and Train tickets can be booked and printed at reception

Facility Hire
Venue Hire only—$20 for 1 hour $30
Half Day or $50 Full Day Venue and IT
Hire (inc Internet) - $40 Half Day or $70
Full Day

Computer Access available 9am-4pm
Do you need to access your emails, search the internet or type up a document? Cost is $2 for less than an hour or $5 for more than one hour.

Resumes
We can type your resume for $25 + USB $8. This includes a bound copy plus one extra copy

Typing Services
We provide typing services for letters, minutes etc for individuals and groups. Cost: from $6 per page

Enrolling is Easy!

Simply call into our office at 99 Melville Street and fill out an enrolment form. The office is staffed between 9am – 4pm Monday to Friday. A deposit is required on enrolment for the course and payment in full is required one week prior to commencement of the course. No course bookings will be accepted unless accompanied by a deposit.

Fee Information

Thanks to ACFE (Adult and Community Further Education) and Skills First Program for their funding for training through the Numurkah Community Learning Centre. A symbol next to the course indicates that it is funded by ACFE. Our fees are calculated according to Ministerial Direction on Fees and Charges.
Nationally Accredited Courses

CHC30213 - Certificate III in Education Support
Delivered by Numurkah Community Learning Centre Inc. - RTO #6477

Become a qualified teacher’s aide and be an integral part of the modern classroom. This course will teach you how to support and contribute to the education of children and young people and give you valuable on-the-job experience with work placement.

Date: Commencing February 2020
Time: 9:00am – 3:00pm
Venue: NCLC – 99 Melville Street, Numurkah
Cost: Concession: $460
Funded: $858
Full Fee: $3,000

CHC33015- Certificate III in Individual Support
Delivered by Yarrawonga Education & Training - RTO # 21765

Would you like a career where you can make a difference in an older persons life? This course is being offered using a blended delivery model, designed for those who want a more flexible way of learning.

Date: Enrolment: Thurs 25th July
Commencement: Thurs 1st August
Time: 9:00am – 3:30pm
Venue: NCLC – 99 Melville Street, Numurkah
Cost: Concession: $397
Funded: $650
Full Fee: $3,000

22473VIC - Certificate II & 2247VIC - Certificate III in General Education For Adults
Delivered by Numurkah Community Learning Centre Inc. - RTO #6477

If you left school at an early age and/or wish to strengthen your core skills of literacy and numeracy, this accredited course can be your pathway to the future.

Date: 16th July – 12th Dec
Time: 10:00am – 3:00pm
Venue: NCLC - 99 Melville Street, Numurkah
Cost: Tuition, administration & amenities supplied on application.
First Aid

HLTAID001 – Provide Cardiopulmonary Resuscitation
Delivered by Yarrawonga Education & Training RTO #21765

Learn the current techniques and methods of CPR

Day: Saturday 27th July
Time: 9am – 1pm
Cost: $70

HLTAID003 – Provide First Aid
Delivered by Yarrawonga Education & Training RTO #21765

This unit applies to all workers who may be required to provide a first aid response in a range of situations including community and workplace settings.

Day: Saturday 27th July
Time: 9am – 5pm
Cost: $155

HLTAID004 – Provide an emergency first aid response in an education and care setting
Delivered by Yarrawonga Education & Training RTO #21765

This unit applies to educators and support staff working within an education and care setting who are required to respond to a first aid emergency, including asthmatic and anaphylactic emergencies.

Day: Saturday 27th July
Time: 9am – 5pm
Cost: $180

Compliance Training

RSA – Responsible Serving of Alcohol (VIC)
Delivered by AMD Training Solutions

Who should do RSA training?
It is mandatory for all staff / volunteers who are involved in selling, offering or serving alcohol in Victoria to have a current VCGLR approved RSA certificate. 17 year old’s welcome.

Date: Tues 30th July or 24th Sept
Time: 5:30pm – 9:30pm
Venue: NCLC - 99 Melville Street, Numurkah
Cost: $75
Bookings essential: SMS Adele on - 0412 184 020 or by visiting www.amdtrainingsolutions.com.au
Beauty and Wellbeing

This course is an introduction to the Beauty Industry giving students a taste of what is involved in a career in beauty. You will learn some great beauty tips and tricks, enjoy a little pampering and improve your general wellbeing and confidence.

Date: Wed 31st July – 4th Sept (6 sessions)
Time: 9:30am – 2:30pm
Venue: Botanical Excellence, Numurkah
Cost: Concession: $70
Funded: $80

Food Glorious Food

Step back into learning in a full and healthy way. Let Nicole show you how to incorporate healthier food into your meals in simple ways and to source foods via growing your own, using food share and other sustainable practices.

Date: Thurs 22nd Aug – 5th Sept (3 sessions)
Time: 10am – 1pm
Venue: NCLC - 99 Melville Street, Numurkah
Cost: Concession: $20
Funded: $30

Introduction to Horticulture

This course is designed to not only help you learn skills for entry into a full certificate course in horticulture but will show you ways to grow food in your home garden which you can use to make money from sales at markets and stalls. Saving the planet and saving money at the same time is the benefit of knowing when and what to grow in your home garden. This is a great chance to learn in a local environment.

Date: Tues 16th July – 17th Dec (20 sessions). No Classes during school holidays
Time: 9am – 2pm
Venue: 13 Murray Avenue Community House
Cost: Concession: $60
Funded: $80
Computer Skills for Employment

Take the opportunity to learn computer skills, whether you are working from home, looking for work or already employed. This course will show you how to work with the latest programs in Microsoft Office and build your confidence to use them. This is an ideal beginners’ class with plenty of support.

Date: Wednesday 31st July – 11th Sept
Time: 9:30am – 12:30pm
Venue: NCLC - 99 Melville Street, Numurkah
Cost: Funded: $40
Unfunded: $80
Concession: $30

Introduction to MyGOV Website

Do you have a MyGOV account? Have you been told to get one? Do you know how to use it? This 2 session course is designed to help make sense of it for you.

Date: Wednesday 28th Aug – 4th Sept
Time: 1:00pm – 3:30pm
Venue: NCLC - 99 Melville Street, Numurkah
Cost: Funded: $20
Concession: $15

iPads, Tablets & Smartphones Unlocked

This course is designed to introduce you to the basics of iPads, Tablets and Smartphones – including using the internet, email, social media, photos and more. Bring your own device if you have one, or we can provide you with one for the course.

Date: Wednesday 31st July – 7th Aug
Time: 9:30am – 12:30pm
Venue: NCLC - 99 Melville Street, Numurkah
Cost: Funded: $20
Concession: $15
Bridie Knight Childcare provides high quality care on an educational basis and promotes and develops independence and active learning for each individual in a warm, safe, caring and stimulating environment.

After Kinder Care

Days: Tuesday & Wednesday

Time: 2:30pm – 5:30pm

Term 3: Tue 16th July – Wed 18th Sept

3 Year Old Fun Group

Day: Thursday

Time: 8:45am – 12:45pm (4 Hours)

Term 3: Thurs 18th July – 19th Sept

Occasional Childcare

Day: Friday

Time: 8:45am – 1:45pm (3 – 5 hours)

Term 3: Fri 19th July – 20th Sept

To make a booking, call 5862 1569

Murray Avenue Community Garden

Community Gardens are a great way to learn new skills, meet your neighbours, get some exercise and improve your local environment – not to mention the delicious, fresh produce you can enjoy as a result of your contribution. If you have any gardening skills or none at all, this is a special opportunity in a healthy and friendly setting.

We will be having regular working bees. Please give us a call if you are interested or check our Community Garden Facebook Page for updates. Everyone is welcome to come along and join in the development of our community garden.
Courthouse Crafts

A range of jams, preserves, baked goods, fresh produce, knitted goods, handcrafted items and plants available. Stop by the shop today! Volunteers welcome!

Opening Hours:

<table>
<thead>
<tr>
<th>Day</th>
<th>Monday – Friday</th>
<th>Saturday</th>
</tr>
</thead>
<tbody>
<tr>
<td>Time</td>
<td>10am – 3pm</td>
<td>10am – 12pm</td>
</tr>
</tbody>
</table>

Location: 43 Melville Street, Numurkah

Activities, Social & Support Groups

Sip N Sew Social Group

Bring your own craft projects and enjoy a tea/coffee and chat at our informal and friendly fortnightly Sip n Sew sessions. Tea and Coffee provided.

Day: Every second Wednesday
Date: Next date - 10th July
Time: 10am – 3pm
Cost: Free

Social Art Group

Bring your own art projects, paints, easels or just come for coffee and a chat at our informal friendly weekly art sessions. Come and meet fellow district artists. Tea and Coffee provided.

Day: Every Monday
Date: Next date - 8th July
Time: 1pm – 4pm
Cost: Free

Boomerang Bags

We are looking for volunteers to help cut, sew, stitch or iron for an exciting community project. Boomerang bags are made using recycled materials, as a means to provide a sustainable alternative to plastic bags. If you have a sewing machine and are able to, please bring it along with you. A great way to make new friends. Tea and Coffee provided.

Day: Fourth Wednesday of the month
Dates: 24th July; 28th Aug; 25th Sept
Time: 10am-4pm
Cost: Free
Paper Crafting Classes

Bring along your paper crafting projects and work alongside like-minded crafty people. Share ideas, get inspiration and ask for help for a project that has you stumped. Access to a range of paper crafting tools and scrapbooking templates are available. There are no formal classes to learn new things, but informal breakouts can be arranged. A small shop of paper crafting materials will be available.

Tea and coffee provided.

Day: 2nd and 4th Friday of the Month
Dates: 12th July; 26th July; 9th Aug; 23rd Aug; 13th Sept and 27th Sept
Time: 10am – 3pm
Cost: $5

Parent’s Support Group

An opportunity for local parents to meet other parents, have a cuppa and a chat, share support and advice in a friendly atmosphere. Bring your little ones. Tea, coffee, biscuits and toys provided. All parents and children welcome.

Day: Every Monday during school terms
Dates: Next date 15th July
Time: 9am – 11am
Cost: Free
Venue: NCLC – 99 Melville Street, Numurkah

Numurkah Ukulele Club

The Ukulele is an easy instrument to learn. So why not join the Numurkah Ukulele Club in a supportive and fun environment. No experience necessary. Experienced players also welcome. Phone Jacqueline on 0434 354 846 for more information.

Day: Every Wednesday evening
Time: 7pm – 9:30pm
Cost: $5 per night
Venue: NCLC – 99 Melville Street, Numurkah (President’s Room)

Auslan

Have a taste in learning Auslan! What is Auslan? Australian Sign Language.
Have you ever said that you would like to learn to talk (sign) with your hands? Well here’s your opportunity to learn! Anyone can learn Auslan.

Date: Monday 29th July – 26th Aug (5 sessions)
Time: 5pm – 6pm
Cost: $50
Venue: NCLC – 99 Melville Street, Numurkah
## Dru Yoga

Sarah will be teaching gentle yoga stretches, relaxation exercises, breathing control and stress relief for the body and mind. Suitable for beginners to advanced. Please bring a mat, light blanket and a water bottle.

### Monday Evening Class

**Date:** Monday 15<sup>th</sup> July – 12<sup>th</sup> Aug  
Monday 19<sup>th</sup> Aug- 16<sup>th</sup> Sept  
**Time:** 7:00pm – 8:30pm  
**Venue:** Numurkah Community Learning Centre  
**Cost:** $75 (5 Classes)

## Purna Yoga

Georgia will be teaching Purna Yoga which focuses on enhancing postural alignment through stretching and strengthening. It is a meditative practice using breath work and mindfulness to help still the mind. Please bring a mat, light blanket and a water bottle.

### Tuesday Evening Class

**Date:** Tuesday 16<sup>th</sup> July – 13<sup>th</sup> Aug  
Tuesday 20<sup>th</sup> Aug - 17<sup>th</sup> Sept  
**Time:** 6:30pm – 7:30pm  
**Venue:** Numurkah Community Learning Centre  
**Cost:** $75 (5 Classes)

## Ashtanga Yoga

Libby will be visiting Numurkah and would like to offer an Ashtanga Yoga class that will be a gentle and relaxed flow where we can have a laugh and take it easy together. After class, if you have time, we will go out for Brunch and catch up.

### Sunday Class

**Date:** Sunday 15<sup>th</sup> September  
**Time:** 8:30am – 10am  
**Venue:** Numurkah Community Learning Centre Presidents Room  
**Cost:** $15
Fee information for Students

- Places are limited, therefore to secure a place in a class, a 20% deposit of the course fee must be paid on enrollment.
- Bookings should be received one week prior to class commencement
- If minimum enrolments are not achieved, the class will therefore be cancelled
- If a class is cancelled, fees will be fully refunded
- If a student cancels more than one week prior to class commencing, a full refund will be paid
- Cancellations of enrolment made less than five days prior to a course beginning will not be entitled to a refund of their deposit
- Once a course has commenced, no refund will be made. If special circumstances exist, a request for a refund should be made in writing to the Committee of Management
- If payments are outstanding, you may not be eligible to undertake assessment, continue to study, enroll in further study with NCLC or receive a Certificate of Attainment

Email: nlc@bigpond.com
Address: 99 Melville Street, Numurkah 3636 (P.O Box: 153)
Web: www.nclc.com.au

Office Hours: 9am-4pm

Funding Eligibility Criteria

Under the Skills First Program a subsidised training place is guaranteed to eligible students.
To be eligible, an individual must meet the requirements as follows:

An individual must be:
- an Australian citizen; or
- a holder of a permanent visa; or
- a New Zealand citizen;

And on January 1st 2019 must be:
- under 20 years of age and seeking to enrol in a nationally recognised course; or
- over 20 years of age and seeking to enrol in nationally recognised training in a Foundation Skills List course; or
- over 20 years of age and seeking to enrol in nationally recognised training in a course that is at a higher qualification level than the highest qualification currently held.

In addition an individual is only eligible to:
1. undertake a maximum of two government subsidised courses at any one time;
2. commence a maximum of two government subsidised courses at the same level in their lifetime.

(03) 5862 2249
Call Today!