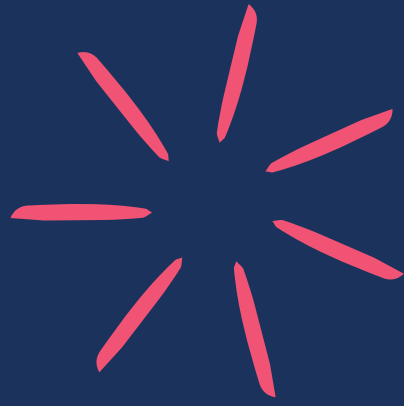# RETHINK.
REVIVE.
RESKILL.
RECONNECT.
RESHAPE.

RESULT.

We offer training programs that can help you get a job, return to study, improve your reading and writing or financial and digital literacy skills.

Learn
Local

VICTORIA
State
Government

WWW.LEARN
LOCAL.ORG.AU

Do you want to gain valuable employment skills to help you enter the workforce, change careers or undertake further studies?

What is a Learn Local?

Learn Locals are independent community based organisations. They are all not-for-profit businesses that are established to meet the needs of their local communities.

In addition to education and training programs, many Learn Locals also deliver a range of other services for their communities including employment services, childcare and community development activities.

Why study in a Learn Local?

The Victorian Government, through the Adult, Community and Further Education Board (ACFEB), funds a network of 72 Learn Locals across South Western Victoria that can help eligible adult learners develop the skills to find a job or successfully undertake further studies.

Learn Locals can help you gain the confidence and the skills you need to take the next step in reaching your potential. Wherever you live across South Western Victoria there is a Learn Local nearby offering a wide range of courses.

Each year, over 28,000 Victorians choose to undertake government subsidised training through a Learn Local provider. These students come from a wide range of backgrounds and choose to study with a Learn Local because it is close to home, and offers a friendly environment with teachers who are focused on helping them to succeed.

What's in it for you?

Learn Locals are friendly and welcoming, with qualified tutors who are focused on helping you to succeed.

Across South Western Victoria, there are 72 Learn Locals located in over 29 regional towns and the western suburbs of Melbourne. They can help you:

› Undertake a pre-employment course to help you find a job

› Improve your digital literacy and computer skills

› Improve your reading, writing and maths skills

› Access English language classes

› Improve your financial literacy skills

› Return to study and gain a qualification

› Get started with a pre-accredited program

How and when can you enrol?

Enrolment requirements vary across Learn Local providers. You might need to enrol in person, or you may be able to enrol over the phone, online or by mail.

You can find information on all Learn Local providers in Victoria at *www.learnlocal.org.au*

Fees and Costs

Learn Locals provide access to government subsidised training. Course fees are kept low and concessions apply. Contact the Learn Local directly to get further information.

Learn Locals can also provide customised training solutions to a wide range of businesses.

Learn Local providers can deliver courses that will upgrade the employment skills of both your existing and new workforce.

Programs can include:

› Industry specific training across a wide range of sectors (including health, disability, retail, tourism, hospitality, construction, trades, business, horticulture, beauty plus many more)

› Digital literacy training

› Language, literacy and numeracy assistance

› English language classes

› Financial literacy assistance

› Employability skills

› Occupational Health and Safety

If you would like to find out more about how your business can work with Learn Locals to deliver training programs please contact *training.participation@edumail.vic.gov.au*

EMAIL TRAINING.PARTICIPATION@EDUMAIL.VIC.GOV.AU
WEBSITE WWW.LEARNLOCAL.ORG.AU FACEBOOK @LEARNLOCAL

"It was a really wonderful experience for me studying at my Learn Local. I had flexibility to learn and earn while I was studying and the staff were very supportive. It was also close to where I was living which made it really convenient."

— Amanvir

"The course was well structured and delivered in a meaningful, supportive and insightful manner with good balance between theoretical and practical lessons. I felt that I had grown not only in my ability to perform the wide range of duties with more skill but personally too, in acknowledging my strengths and weaknesses."

— Joan

"I had a lot of fun doing this course! The hospitality industry is big in our region and this course, and the great tutors gave me the confidence to apply for work at coffee shops, cafes or coffee vans, opening my eyes to job opportunities I never thought I had before."

— Molly

"For me it was really good because I was a stay-at-home mum for 10 years and I had lost my confidence. The eight weeks of building your skills back up and knowing that I do have those skills and that I can get back into the workforce was invaluable."

— Trish

CONTACT YOUR LEARN LOCAL.

ARARAT

Ballarat Neighbourhood Centre	2019 Terms
Making a Change	③

Grampians Community Health	2019 Terms
Introductory Computer Studies	①②③④
iPad for Beginners	①②③④
Passport 2 Employment	② ④
Intermediate Computer Studies	①②③④

BALLAN

Ballan and District Community House	2019 Terms
Volunteer Skills Training	①②③④
Computers for Beginners	① ③
Introduction to Centrelink Mobile App and MyGov	②
Introduction to Microsoft Word	②
Introduction to PowerPoint	④

BALLARAT

Ballarat Group Training	2019 Terms
Fit for Work	①②③④
Fit for Study	①②③④
Intel Easy Steps: Basic Computers	①②③④
Excel Essentials	①②③④

Ballarat Neighbourhood Centre	2019 Terms
Making a Change	①②③④
Making a Plan	② ④
Basic Computers in a Digital Age	①②③④
Multimedia: Beginners	①②③④
Multimedia: Advanced	①②③④
Work Ready	①②③④
Enterprising Communities	①②③④
Commercial Kitchen Skills	①②③④
Basic Computers and Beyond	①②③④
Intermediate Computers	①②③④
MYOB: Beginners	②③④
MYOB: Intermediate	② ④
Practical Literacy and Numeracy	①②③④
English as a Second Language	①②③④
English as a Second Language: Beginners	①②③④
Preparing for Study Skills	② ④
Becoming Money Smart	②③
Business Administration Skills	② ④
Opening the Door to Hospitality	②
Voices for Change: Volunteering	③
Unstoppable Women	①②
Read Write Now	②③

BRACE	2019 Terms
Return to Study	①②③
Skills for Work	①②③④
Introduction to Workplace Health and Safety	①②
Budget and Money Management	③
Thinking About Thinking	①

genU	2019 Terms
Ready Set Work	①②③④
I Have Confidence in Me	①②③④

BACCHUS MARSH

Bacchus Marsh Community College	2019 Terms
Kickstart Your Career	①②③④
Introduction to Computers	①②③④
Computers: Next Steps	①②③④
Introduction to Floristry	② ④
Basic Office Administration Skills	②③④
Basic English and Numeracy	①②③④
Manual Bookkeeping	① ③
Hospitality Skills for Work	②
Retail Skills for Work	②
Introduction to Small Business	② ④

BEAUFORT

Beaufort Community House	2019 Terms
Computer Studies	①②③④
Introduction to Bee Keeping	①②③④
Introduction to Welding	①②③④
Introduction to Becoming an Electrician	①②③④
Computer Studies: MYOB and Xero	①②③④
Introduction to Plumbing	①②③④
Changing that Space: Interior Decorating	①②③④

DAYLESFORD

Daylesford Neighbourhood Centre	2019 Terms
Introduction to Floristry	③
Introduction to Micro Agriculture	①
Introduction to Small Business	①
Introduction to Sewing	①
Introduction to Multimedia	①②
Introduction to Ceramics	①②③④

HORSHAM

Centre for Participation	2019 Terms
English Language Program: Beginners and Intermediate	①②③④
Increasing Women's Options	①②③④
Computer Program	①②③④
Smart Technologies	①②③④
Customer Service	①②③④
Language, Literacy and Numeracy for People with Disabilities	①②③④
Preparation for Education	①②③④
Foundation Skills	①②③④
Business Administration	①②③④
Introduction to Personal Caring	①②③④

Horsham Community House	2019 Terms
Digital Literacy Skills	① ③
Getting Started with iPads	② ④
Websites for Small Business	② ④
Start Your Own Business	① ③
Creative Writing	③
Photo Editing	④

HADDON

Haddon Community Learning Centre	2019 Terms
Flexi Learn: Essential Computers	②③
Hospitality: Café Skills	②③④
Lets Train to be a Trainer	②
Introduction to Conservation and Land Management	②
Sew with Confidence	①②③④
Learning Can Be Fun for Everyone	②③
Websites for Small Business	③

KANIVA

LINK Neighbourhood House	2019 Terms
West Wimmera Women in Agriculture	①②③④
Intel Learn Easy Steps 1 Basic Computing	①②③④
Intel Learn Easy Steps 2 Basic Computing	①②③④

NHILL

Nhill Neighbourhood House	2019 Terms
English for the Workplace	①②③④
Conversational English Lifestyle	①②③④
English as an Additional Language	①②③④
Job Ready	①②③④
Introduction to Retail and Micro Business: Part A	①②③④
Introduction to Retail and Micro Business: Part B	①②③④
Introduction to Textiles and Sewing: Part A	①②③④
Introduction to Textiles and Sewing: Part B	①②③④
Textiles and Sewing: The Next Step: Part A	①②③④
Textiles and Sewing: The Next Step: Part B	①②③④
Grow, Eat, Share: Introduction to Horticulture	①②③④
Working with Wildflowers	①②③④
Foundation Skills: Part 1	①②③④
Foundation Skills: Part 2	①②③④
English for Citizenship	① ④

ST ARNAUD

Centre for Participation	2019 Terms
English Language Program: Beginners and Intermediate	①②③④
Computer Program	①②③④

St Arnaud Neighbourhood House	2019 Terms
Microsoft Tour	①
Skills for Life	②③
Introduction to the Internet	③④

STAWELL

Stawell Neighbourhood House	2019 Terms
Making a Change	①
Introduction to Commercial Cleaning	② ④
Windows 10: Computer Skills	② ④
Introduction to Hospitality	① ③
Steps to Success for Jobseekers	① ③

WARRACKNABEAL

Warracknabeal Neighbourhood House and Learning Centre	2019 Terms
English as a Second Language	①②③④
Special Needs Computers	①②③④
Work Skills	①②③④
Local Learners	①②③④
Budgeting Basics	①②③④
Intel Easy Steps: Basic Computing	①②③④
Beginner Literacy and Numeracy	①②③④
Social Media for Small Business	①②③④
Microsoft Office Skills	①②③④

WENDOUREE

Wendouree Neighbourhood Centre	2019 Terms
Beginners Computers	①②③④
Beyond the Basics	① ③
Office Skills	②
Discover More Online	②③
File and Photo Management	① ③
iPads	② ④
Reading, Writing and Maths	①②③④
Projects and Events	③
Cooking Basics	①②③④
Launching Pad	③
Live Learn Connect	①②
Café Skills	① ④
Opportunities Outdoors	②③
Start a Micro Business	①②
Youth Program	②③
Getting Your L's	①②③④
Money Matters	①
Androids	② ④
Volunteering	③
Shape Your Future	①②
Passport 2 Employment	①②③④
Are You Job Ready	② ④

FLIP ME OVER & CONTACT YOUR LEARN LOCAL.

CONTACT YOUR LEARN LOCAL.

Ararat Neighbourhood House
56 Campbell St
Ararat VIC 3377
(03) 5352 1551

Bacchus Marsh Community College
229 Main Rd
Bacchus Marsh
VIC 3340
(03) 5367 1061

Ballan and District Community House
143 Inglis St
Ballan VIC 3342
(03) 5368 1934

Ballarat Group Training
14 Hill St
Ballarat VIC 3350
(03) 5333 1707

Beulah Historical Learning and Progress Association
77 Phillips St
Beulah VIC 3395
(03) 5390 2200

Ballarat Neighbourhood Centre
11 Tuppen Dr
Sebastapol VIC 3356
(03) 5329 3273

Beaufort Community House and Learning Centre
72 Neill St
Beaufort VIC 3373
(03) 5349 1184

BRACE Education Training and Employment
204-206
Windermere St
South Ballarat
VIC 3350
(03) 5337 9000

Centre for Participation
39 Urquhart St
Horsham VIC 3400
(03) 5382 5607

genU
444 Princes Hwy
Corio VIC 3214
(03) 5249 6390

Daylesford Neighbourhood Centre
13 Camp St
Daylesford VIC 3460
(03) 5348 3569

Haddon Community Learning Centre
396 Sago Hill Rd
Haddon VIC 3351
(03) 5342 7050

Horsham Community House
4 Pearl St
Horsham VIC 3400
(03) 5382 5352

LINK Neighbourhood House
50 Commercial St
Kaniva VIC 3419
(03) 5392 2865

Nhill Neighbourhood House
80 MacPherson St
Nhill VIC 3418
(03) 5387 9800

St. Arnaud Neighbourhood House
34 Alma St
St. Arnaud VIC 3478
(03) 5495 3300

Stawell Neighbourhood House
42 Sloane St
Stawell VIC 3380
(03) 5358 3500

Warracknabeal Neighbourhood House and Learning Centre
2 Cox St
Warracknabeal 3393
(03) 5396 1360

Wendouree Neighbourhood Centre
14 Violet Gr
Wendouree VIC 3355
(03) 5339 5069