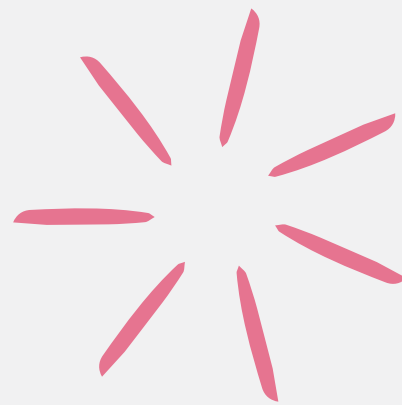


Gippsland
Learn Local
2020 Course Guide



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.

What is a Learn Local provider?

Learn Local providers 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 Local providers also deliver a range of other services for their communities including employment services, childcare and community development activities.

Why study with a Learn Local provider?

The Victorian Government, through the Adult, Community and Further Education (ACFE) Board, funds a network of Learn Local providers across the State. Learn Local providers can help eligible adult learners develop the skills to find a job or successfully undertake further studies.

Each year, over 28,000 Victorians choose to undertake government subsidised training through a Learn Local provider. Learn Local providers can help you gain the confidence and the skills you need to take the next step in reaching your potential. Wherever you live across Victoria, there is a Learn Local provider nearby offering a wide range of courses.

What's in it for you?

Learn Local providers are friendly and welcoming, with qualified tutors who are focused on helping you to succeed. Across Victoria, there are a network of 278 Learn Local providers. 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 more information on all Learn Local providers in Victoria at www.learnlocal.org.au

Fees and Costs

The Learn Local sector provides access to government subsidised training. Course fees are kept low and concessions apply. Contact the Learn Local provider directly to get further information.

Learn Local providers can also develop customised training solutions for 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, call centres, horticulture plus many more)
- › Digital literacy training
- › Language, literacy and numeracy assistance
- › English language classes
- › Financial literacy assistance
- › Employability skills
- › Occupational Health and Safety

For more information on Learn Local courses please contact the TAFE and Training Line on 131 823, a Victorian government service offering help and free advice about training courses, qualifications and training providers.



"I saw this as a good opportunity for me to do something different in an area that will hopefully lead to more job security. I was not sure how I would go, but the teachers were all very helpful and supportive."

– Wayne



"I have made some great friends and have been lucky enough to secure a full time position in disability support where I completed my work placement. All around this course was exactly what I needed to get me where I am today."

– Michelle



"Doing this course showed me that I can do more than I thought I could."

– James

"I completed a computer course at my Learn Local. It was flexible and I could come in at any time which was great. The course gave me the skills and confidence to go on and complete a diploma qualification. It was really hard work but I could not have achieved any of this without the friendly support provided by teachers. I now have my 'Dream Job' as a Volunteer Coordinator in a busy Community Centre."

– Nooroa



"The course taught me about the importance of communication and customer service skills in getting a job. Everyone was friendly and my teacher was really supportive. She was very helpful and explained things clearly. We went to local businesses and learned about different jobs and the skills they require."

– Marzena



PICK A PLACE. PICK A LEARN LOCAL. PICK A NEW SKILL.



Gippsland Learn Local 2020 Course Guide

BAIRNSDALE

Buchan Neighbourhood House	2020 TERMS
Drones: The New Literacy	③
Essential Digital Skills for Work, Life and Study	③ ④

Noweyung	2020 TERMS
Introduction to Hospitality	① ②
Hospitality Café and Catering Skills	③ ④
Reading and Writing at Your Own Pace	① ② ③ ④
Kick Start your Career in the Health Industry	①
Foundations for Your Future	③
Getting Ready for a TAFE Course in the Health Sector	① ③
Money Matters	① ② ③ ④
Kick Start your Studies at TAFE: Numeracy for Health Workers	① ③
Kick Start your Career in the Disability Support Industry	③

CHURCHILL

Churchill Neighbourhood Centre	2020 TERMS
Computers for Employment	① ② ③ ④
Passwords: Literacy and Numeracy Skills	① ② ③ ④
Applied Reception and Customer Service	②
Art Business	③

COWES

Phillip Island Community and Learning Centre (PICAL)	2020 TERMS
Websites for Business	①
Computers for Beginners	① ② ③ ④
A Taste of Hospitality	① ② ③ ④
Kick Start Your Career in Horticulture	②
Kick Start Your Career in Construction	②

FOSTER

Manna Gum Community House	2020 TERMS
New Horizons: An Introduction to Working in Agribusiness	② ③
Literacy and Numeracy with Computers	① ② ③ ④
Computers Beyond Basics with Intel Learn Easy Steps	① ② ③ ④

KORUMBURRA

Milpara Community House	2020 TERMS
English and Maths: All Ages, All Stages	① ② ③ ④
Introduction to Computers: Basics	① ② ③ ④
Introduction to Computers: Beyond Basics	① ② ③ ④
Learn English	① ② ③ ④
Speak English	① ② ③ ④
Foundations for your Future: Being Work or Study Ready	① ② ③ ④
Introduction to Advanced Writing Skills	① ② ③ ④
Office Essentials: Introducing Workplace Tools	① ② ③ ④
Introduction to Office Skills	① ② ③ ④
Introduction to Double Entry Accounting	① ② ③ ④
Introduction to Financial Accounting Software Packages	① ② ③ ④
Introduction to Payroll and Banking	① ② ③ ④
Gippsland Digital 1: Kick Start Your Career in Digital Marketing	① ② ③ ④

LEONGATHA

Community College Gippsland	2020 TERMS
Kickstart Programs: Preparing for Employment	① ② ③ ④
Success for Study	① ② ③ ④
Digital Know How	① ② ③ ④
Literacy for Life	① ② ③ ④

MOE

Gippsland Employment Skills Training (GEST)	2020 TERMS
Kickstart Your Career in Customer Service: Call Centres	① ② ③ ④
Connect, Learn, Employ: Preparing for Employment	① ② ③ ④
Digital Literacy	① ② ③ ④
New Grass Roots Learning (CALD): Language and Literacy	① ② ③ ④
Employability and Work Readiness	① ② ③ ④
Bridging to Hospitality	① ② ③ ④
Bridging to Beauty	① ② ③ ④

Moe Life Skills Community Centre	2020 TERMS
Building Employability Skills	① ② ③ ④
Communication for Community Participation: 1	① ② ③ ④
Functional Literacy: 1	① ③
Functional Numeracy: 3	③ ④

Moe Neighbourhood House	2020 TERMS
Adult Literacy	① ② ③ ④
Beginners Computer	① ② ③ ④
Your Next Step: Event Planning	② ④
Women Engaging Life	② ③

MORWELL

Berry Street	2020 TERMS
Get Your Ls	② ③ ④
Resilience: Orientation to Learning	② ④
Introduction to Community Services: Early Childhood Development	② ③ ④
Introduction to Hospitality	② ③

Bnym Aboriginal Corporation	2020 TERMS
Kick Start Your Career in the Health Industry	①
Kick Start Your Career in Disability Services	②
Introduction to Horticulture	④
Hands on Hospitality	③
Job Ready Footsteps	①
Kick Start your Career in the Construction Industry	④

Gippsland Employment Skills Training (GEST)	2020 TERMS
Kickstart Your Career in Customer Service: Call Centres	① ② ③ ④

MALLACOOTA

Mallacoota District Health and Support Service Inc	2020 TERMS
Introduction to Digital Devices	② ③ ④
Computers: Beginners	② ③ ④
Computers: Intermediate	③ ④

ORBOST

Orbost Education Centre	2020 TERMS
A Taste of Hospitality	① ② ③ ④
Introduction to Hairdressing	③
Ready to Work	① ④
Introduction to General Construction and Painting	④
Introduction into Floristry	②
Grow with your Garden	①
Try a Trade for Women	②

PAYNESVILLE

Paynesville Neighbourhood Centre	2020 TERMS
Increasing Women's Options: Empowering Women	① ② ③ ④
Computer Basics	① ② ③ ④
Your Next Step: Event Management	① ②
Careers in Building and Construction	① ② ③ ④

SALE

Sale Neighbourhood House	2020 TERMS
Basic English in the Community	① ② ③ ④
Basic Digital Literacy for the Workplace	① ② ③ ④
Intermediate Digital Literacy for the Workplace	① ② ③ ④

Workforce Plus	2020 TERMS
Activate Intense Motivation: Literacy and Numeracy	① ② ③ ④

Heyfield Community Resource Centre	2020 TERMS
Kick Start Your Career in the Health Industry	①
Kick Start Your Career in Disability Services	②
Kick Start Your Career in the Construction Industry	④

TRARALGON

Traralgon Neighbourhood Learning House	2020 TERMS
Increasing Womens Options: 1	② ③
Increasing Womens Options: 2	③ ④
Computers for Work	① ② ③ ④
Practical Computers	① ② ③ ④
New Horizons Hospitality	① ② ③
Kick Start Your Career in the Disability Sector	①
Recipe for Success: Literacy Skills Program	① ② ③ ④
Event Planning: VRI Connect	① ④
A Taste of Horticulture	① ④
Literacy and Numeracy	① ② ③ ④

Workforce Plus	2020 TERMS
Activate Intense Motivation: Literacy and Numeracy	① ② ③ ④

YINNAR

ARC Yinnar	2020 TERMS
Blacksmithing	②
Drawing and Painting: Career in Visual Arts	② ③
Printmaking: Career in the Arts	① ②

WARRAGUL

Community College Gippsland	2020 TERMS
Kick Start Gippsland Employment Programs	① ② ③ ④
Tools for Trade: Beginners	① ②
Tools for Trade: Intermediates	③ ④
Breaking Down the Barriers	① ② ③ ④
Success for Study	① ② ③ ④
Digital Know How	① ② ③ ④
Literacy for Life	① ② ③ ④
Taste of Auslan	① ② ③ ④
RIDE: Preparing for a Rural Career	① ② ③ ④

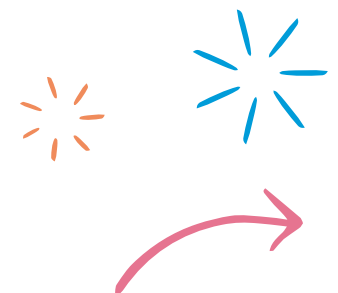
Warragul Community House	2020 TERMS
Foundations for your Future: Women Back in the Workforce	① ② ③ ④
Basic Digital Literacy for the Workplace	① ② ③ ④
Intermediate Digital Literacy for the Workplace	① ② ③ ④
Getting Ready to Work in Retail	① ② ③ ④
English as an Additional Language	① ② ③ ④
Kick Start Your Career in Health	② ④

WONTHAGGI

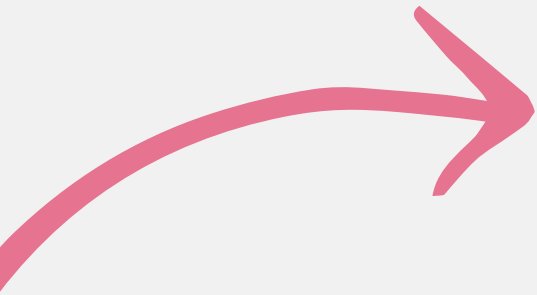
Bass Coast Adult Learning	2020 TERMS
Literacy for the Workplace	① ② ③ ④
Develop English and Writing Skills	① ③
EAL: Basic English in the Community	① ③
Numeracy Support: Basic Maths	① ③
Kick Start your Career in the Health Industry	① ③
Basic Computing	① ② ③ ④
Introduction to Horticulture	① ③
Hair and Beauty Taster	① ② ③
Hospitality Work Skills	① ③
Kick Start your Career in the Construction Industry	① ③

YARRAM

Manna Gum Community House	2020 TERMS
Computers Beyond Basics	① ②



FLIP ME OVER
& CONTACT
YOUR LEARN
LOCAL.



CONTACT YOUR LEARN LOCAL.

ARC Yinnar

19 - 23 Main Street
Yinnar VIC 3869
Call (03) 5163 1310
www.arcyinnar.org.au

Bass Coast Adult Learning

239 White Road
Wonthaggi VIC 3995
Call (03) 5672 3115
www.bcal.vic.edu.au

Berry Street

37 Elgin Street
Morwell VIC 3840
Call (03) 5134 5971
www.berrystreet.org.au

Bnym Aboriginal Corporation

41 Tarwin Street
Morwell VIC 3840
Call (03) 5133 0325
www.bnymindigeniousdesigns.com.au

Buchan Neighbourhood House

6 Centre Road
Buchan VIC 3885
Call (03) 5155 9216
www.buchan.vic.au/buchan-neighbourhood-house

Community College Gippsland

Howard Street
Leongatha VIC 3953

—
71 Korumburra-
Warragul Road
Warragul VIC 3820

—
Call (03) 5622 6000
www.ccg.asn.au

Churchill Neighbourhood Centre

9-11 Phillip Parade
Churchill VIC 3842
Call (03) 5120 3850
www.churchill.org.au

Gippsland Employment Skills Training (GEST)

44 Albert Street
Moe VIC 3825
Call (03) 5127 4544
www.gest.com.au

Heyfield Community Resource Centre

5 George Street
Heyfield VIC 3858
Call (03) 5148 2100
www.heyfieldcommunity.org.au

Mallacoota District Health and Support Service

Cnr Mattsson Street
and Genoa Road
Mallacoota VIC 3892
Call (03) 5158 0243
www.mallacoota.org.au

Manna Gum Community House

Cnr Station Road
and Court Street
Foster VIC 3960
Call (03) 5682 1101
www.mannagumcommunityhouse.org.au

Milpara Community House

21 Shellcot Road
Korumburra VIC 3950
Call (03) 5655 2524
www.milparacommunityhouse.org.au

Moe Life Skills Community Centre

2A High Street
Moe VIC 3825
Call (03) 5127 7999
www.moelifeskills.com

Moe Neighbourhood House

1-11 James Street
Moe VIC 3825
Call (03) 5126 3123
www.moe-neighbourhoodhouse.org

Noweyung

84 Goold Street
Bairnsdale VIC 3875
Call (03) 5153 0111
www.noweyung.org.au

Paynesville Neighbourhood Centre

55 The Esplanade
Paynesville VIC 3880
Call (03) 5156 0214
www.pnc.vic.edu.au

Orbost Education Centre

21 Ruskin Street
Orbost VIC 3888
Call (03) 5154 1788
www.orbostedcentre.org.au

Phillip Island Community and Learning Centre

56 Church Street
Cowes VIC 3922
Call (03) 5952 1131
www.pical.org.au

Sale Neighbourhood House

21 Leslie Street
Sale VIC 3850
Call (03) 5144 5747
www.sale-neighbourhoodhouse.business.site

Traralgon Neighbourhood Learning House

11 Breed Street
Traralgon VIC 3844
Call (03) 5174 6199
www.tnlh.org.au

Warragul Community House

138 Normanby Street
Warragul VIC 3820
Call (03) 5623 6032
www.warragulcommunityhouse.org.au

Workforce Plus

Call 1800 118 244
www.workforceplus.com.au

Disclaimer
Information contained within this publication is correct as of January 2020 and is subject to change without notification.

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