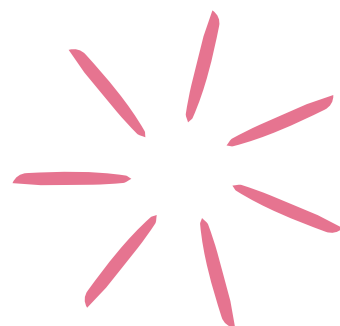


# Learn Local 2021 Course Guide

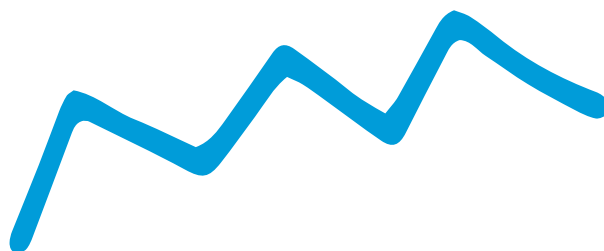


**HUME**

**RETHINK.  
REVIVE.  
RESKILL.  
RECONNECT.  
RESHAPE.**



**RESULT.**



# Get the skills you need for study, work and life.

## What is a Learn Local course?

Learn Local courses are short courses that are offered at low or no cost to eligible adult Victorians.

There are a wide range of courses including digital and computer skills, reading and writing, maths, communication, study skills, job skills, getting ready to go back to work and English language, as well as preparation for various industries such as aged care, food processing, health services and warehousing and distribution.

Learn Local courses are flexible and can be tailored specifically to suit your needs and schedule. You can learn in a classroom or online, at the pace that you choose. Class sizes are often small, with training delivered by highly experienced professionals.

The Learn Local courses listed in this guide are just a sample of the range of courses on offer. New courses are continually being developed and offered right across Victoria.

**The Skills for Work and Study courses included in this guide have been developed by industry experts to support adults who want to improve their reading, writing and maths skills. Each course is tailored to key industry areas where there is a demand for workers in Victoria. These courses are available at over 80 Learn Local providers across the state. Contact the Learn Local provider directly for more information.**

## Where can I do a Learn Local course?

There are around 250 not-for-profit community organisations across Victoria that offer Learn Local courses.

All of these organisations, known as Learn Local providers, are registered and funded by the Victorian Government, via the Adult, Community and Further Education Board, to deliver Learn Local courses.

## Why study with a Learn Local provider?

Learn Local providers are friendly and welcoming, with highly capable and professional trainers who are focused on helping you to achieve your goals.

Learn Locals know their local communities well and 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 skills
- > Go on to further study or gain a qualification at a TAFE or other training provider
- > Build your confidence and learn something new

You can find more information about Learn Local providers in Victoria, including their locations, at [www.learnlocal.org.au](http://www.learnlocal.org.au)

There is bound to be one close to where you live or work.

## When and how can you enrol?

Learn Local courses are delivered throughout the year from February to December. Enrolment requirements vary and you might need to enrol in person, or you may be able to enrol over the phone, online or by mail.

Learn Local courses are government subsidised and are offered at no or low cost to eligible adult Victorians. Contact the Learn Local provider directly for more information.

## How can Learn Local providers assist businesses?

Learn Local providers are agile and can develop or co-design customised Learn Local courses for a wide range of businesses to upgrade the employment skills of your existing and/or new workforce. Customised Learn Local courses 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

**Contact the Learn Local provider directly for more information.**



**"The Learn Local floristry and design course inspired me to do more training and complete a Certificate II and III in Floristry. I now run my own florist business which I love doing because flowers always put a smile on someone's face."**

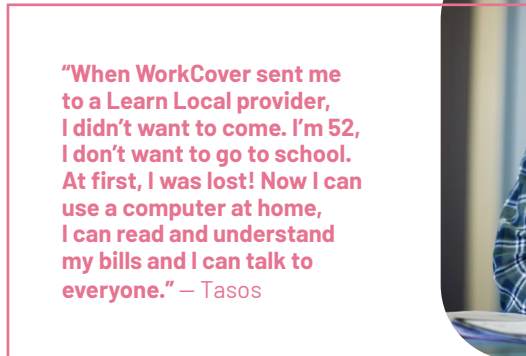
– Samantha



**"Before I started the Learn Local course, I was struggling to find employment within my area. The course gave me a lot of confidence and the skills that I needed to apply for my job at Woolworths."** – Colleen



**"The Learn Local course has helped me in so many ways, it has helped me get out of the house, feel more comfortable in myself, to feel confident with budgeting and my finances as well as expanded my horizons. Being in the course has made everything easier for me, including making new friends and extending my learning. Doing work experience will give me confidence in the workplace and will help me find a job. The experience is absolutely fantastic."** – Jenna



**"When WorkCover sent me to a Learn Local provider, I didn't want to come. I'm 52, I don't want to go to school. At first, I was lost! Now I can use a computer at home, I can read and understand my bills and I can talk to everyone."** – Tasos



**"I joined the Learn Local course to help polish my resume but I got so much more. The class has helped with my public speaking, provided social interaction and introduced me to a broad range of people, all with unique stories. The class is accepting and wheelchair accessible and has helped me with social media, bringing me into the twenty-first century."** – Martyn



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



## ALEXANDRA

Alexandra Community Hub	2021 TERMS
Career Planning and Resume Writing	②
Skills for Devices and Desktops	① ③
Barista	① ③
Introduction to Hospitality Skills	① ④
Literacy and Numeracy Skills	② ③
Success4U: Study Preparation	① ③
Workshop Safety: Induction and Best Practice	① ② ④
Chainsaw Safety	② ③

## COBRAM

Cobram Community House	2021 TERMS
Microsoft Applications: Digital Literacy	② ③
Skills for Work	②
Literacy and Numeracy for Life	②
Slice, Dice and Chop	② ③
Success4U: Study Preparation	②
Digital Skill	①
<b>Skills for Work and Study</b> Community Services	<b>CONTACT FOR DATES</b>

## BARANDUDA

The Centre for Continuing Education	2021 TERMS
I Am: Self-Awareness & Identifying Strengths	① ② ③ ④
Step Up to Getting There: Literacy & Numeracy	① ② ③ ④
Success4U: Study Preparation	① ② ③ ④

## BENALLA

Waminda Community House	2021 TERMS
Unlock Your Creativity: Employability	① ② ③ ④
Introduction to Jewellery Making & Repairs	① ② ③ ④

The Centre for Continuing Education	2021 TERMS
Microsoft Office: Intensive	① ② ③ ④
Success4U: Study Preparation	① ② ③ ④
I Am: Self-Awareness & Identifying Strengths	① ② ③ ④
Step Up to Getting There: Literacy & Numeracy	① ② ③ ④

## EUROA

Euroa Health	2021 TERMS
Stepping into the Job of Your Choice	② ③ ④
Digital Literacy	② ④
Exploring Real Work Possibilities in Your Area	① ② ③

## COBRAM

Cobram Community House	2021 TERMS
Microsoft Applications: Digital Literacy	② ③
Skills for Work	②
Literacy and Numeracy for Life	②
Slice, Dice and Chop	② ③
Success4U: Study Preparation	②
Digital Skill	①
<b>Skills for Work and Study</b> Community Services	<b>CONTACT FOR DATES</b>

## CORRYONG

Corryong Neighbourhood House	2021 TERMS
Understanding and Using Computers	① ② ③ ④
Reception Training	① ② ③ ④
Preparation for Bakery Work	① ② ③ ④
Customer Service	① ② ③ ④
Developing Supervisor Skills	① ② ③ ④
Preparation for Workshop Employment	① ② ③ ④

## FLOWERDALE

The Centre for Continuing Education	2021 TERMS
Success4U - Study Preparation	① ② ③ ④

## KINGLAKE

Kinglake Ranges Neighbourhood House	2021 TERMS
Permaculture Design Course	③ ④
Bio Dynamic Farming	②
XERO Book Keeping	②

## MYRTLEFORD

Myrtleford Neighbourhood Centre	2021 TERMS
Digital Storytelling	① ② ③ ④
Digital Literacy	① ② ③ ④
Introduction to Hospitality	① ② ③ ④
Improving Your Literacy & Numeracy Skills	① ② ③ ④
<b>Skills for Work and Study</b> Food Processing	<b>CONTACT FOR DATES</b>

## MOYHU

King Valley Learning Exchange	2021 TERMS
Introduction to Welding	② ③
Flexible Computing for Today's Business Needs	① ② ③ ④
Digital Marketing	① ② ③ ④

## MOUNT BEAUTY

Mt Beauty Neighbourhood House	2021 TERMS
Snow Sports Training Course	②
Computer Skills Set	① ②
Permaculture	① ②
Basic Office Administration	① ② ③ ④
Hospitality Skills Set	① ②
Women in the Building Sector	② ④
Catering Hospitality Skills Set	③ ④
Basic Horticulture	② ③

## MANSFIELD

Mansfield Adult Continuing Education (MACE)	2021 TERMS
Adult Literacy and Numeracy	① ② ③ ④
Introduction to Welding	① ② ④
Microsoft Office: Intensive	① ② ③ ④
Introduction to Woodwork	② ④
Adult Reading and Writing	① ② ③ ④
Workshop Safety: Induction & Best Practice	① ② ③ ④
Computers for Beginners & Intermediate	① ② ③ ④
Literacy & Numeracy through Beekeeping	① ④
Reboot Your Employability Skills	① ② ③ ④
Success4U: Study Preparation	① ② ③ ④
Wellbeing: Fit to Work	① ② ③ ④
<b>Skills for Work and Study</b> Early Childhood Education	<b>CONTACT FOR DATES</b>



## NUMURKAH

Numurkah Community Learning Centre	2021 TERMS
Introduction to Horticulture	① ② ③ ④
Intermediate Computers	① ② ③ ④
Introduction to Community Services	② ④
<b>Skills for Work and Study</b> Community Services	<b>CONTACT FOR DATES</b>

## SHEPPARTON

North Shepparton Community & Learning Centre	2021 TERMS
Tools for Trade	① ② ③ ④
MS Office 2013	③ ④
Beginners Computer	① ② ③ ④
Intermediate Computers	② ③ ④
Using Zoom	① ② ③
Beginners Music	② ③

Shepparton Adult Community Education College	2021 TERMS
Best Foot Forward: Job Skills	① ② ③ ④

Shepparton Access	2021 TERMS
Language and Literacy in the Community	③ ④
Workplace Safety	③ ④
Getting a Job	① ②
Social Stories 1 & 2: Literacy & Numeracy	① ② ③ ④
Smart Money	① ②
Time Money and Numbers	③ ④
Reading Recipes: Hospitality	① ②
Life Skills 1 & 2: Literacy & Numeracy	① ② ③ ④
Hospitality: Health and Safety 1 & 2	① ②
Hospitality: What's for Dinner 1 & 2	③ ④

South Shepparton Community House	2021 TERMS
Develop Your Job Skills	① ② ③ ④
Computers and Devices	① ② ③ ④

The Centre for Continuing Education	2021 TERMS
<b>Skills for Work and Study</b> Health Services	<b>CONTACT FOR DATES</b>

## SEYMOUR

The Centre for Continuing Education	2021 TERMS
Microsoft Office: Intensive	① ② ③ ④
Work Pathways for Parents	② ④
Customer Service	② ④
Success4U: Study Preparation	① ② ③ ④
I Am: Self-Awareness & Identifying Strengths	① ② ③ ④
Step Up to Getting There: Literacy & Numeracy	① ② ③ ④
<b>Skills for Work and Study</b> Aged Care	<b>CONTACT FOR DATES</b>

## TATURA

Tatura Community House	2021 TERMS
Improve your English	① ② ③ ④
Digi Mix: Digital Technologies	② ③
Garden to Plate: Hospitality & Horticulture	② ③

## WANGARATTA

The Centre for Continuing Education	2021 TERMS
Microsoft Office: Intensive	① ② ③ ④
Digital Storytelling	② ④
Success4U: Study Preparation	① ② ③ ④
Work Pathways for Parents	② ④
I Am: Self-Awareness and Identifying Strengths	① ② ③ ④
Step Up to Getting There: Literacy and Numeracy	① ② ③ ④
<b>Skills for Work and Study</b> Building and Construction	<b>CONTACT FOR DATES</b>

Open Door Neighbourhood House	2021 TERMS
Pathways 2 Possibilities	① ② ③ ④
Out There Cooking	① ② ③ ④
Developing Literacy and Numeracy Skills	① ② ③ ④
Digital Literacy for Beginners	① ② ③ ④

Pangerang Community House	2021 TERMS
Computers: Beginners and Intermediate	① ② ③ ④
Introduction to Catering and Food Safety	① ② ③ ④
Employment Ready	② ③
Employment Ready: Job Club	② ③

## WALLAN

Preston Reservoir Adult Community Education	2021 TERMS
Work Directions	②
Computer for Beginners	① ②
Commercial Cleaning Essentials	① ② ③ ④
Retail Basics	①
Pathway to Community Services	① ③
Improve your English	①

The Centre for Continuing Education	2021 TERMS
Customer Service	② ④
Work Pathways for Parents	② ④
Microsoft Office: Intensive	① ② ③ ④
Success4U: Study Preparation	① ② ③ ④

## WODONGA

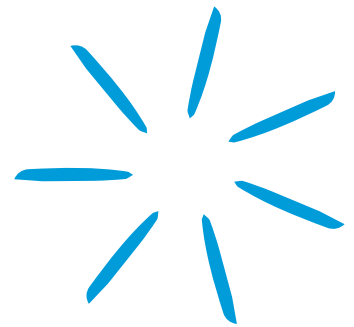
Albury Wodonga Community College	2021 TERMS
Literacy and Numeracy Foundations	① ② ③ ④

Albury Wodonga Volunteer Resource Bureau	2021 TERMS
Beginners Computer Studies	① ②
Pathways to Work and Volunteering	③ ④
Way2Go Volunteering Management	② ③

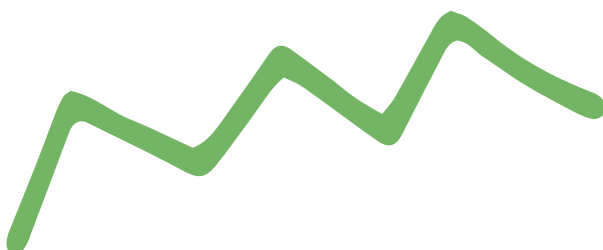
Birallee Park Neighbourhood House	2021 TERMS
Introduction to Catering & Food Safety for Adults with a Disability	①
Skill Development in Hospitality	②
Fit to Work: Wellbeing	②
Introduction to Using a CNC	③ ④
Introduction to Sewing	①
Introduction to Wood Work	① ② ③ ④

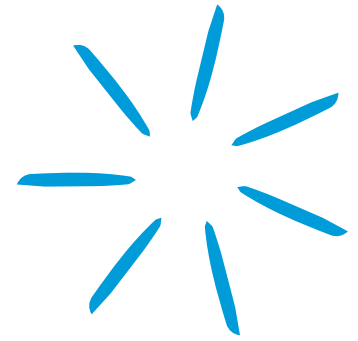
## YARRAWONGA

Yarrawonga Neighbourhood House	2021 TERMS
Prepare for Study	① ③
Career Planning	② ④
Event Planning	③
Employability through Social Enterprise	② ③
Skills for Devices and Desktops	②
Literacy for Life	②
<b>Skills for Work and Study</b> Health Services	<b>CONTACT FOR DATES</b>



**CONTACT  
YOUR LEARN  
LOCAL & GET  
THAT NEW  
SKILL!**





# CONTACT YOUR LEARN LOCAL.

**Albury Wodonga  
Community College**  
63 High Street  
Wodonga VIC 3689  
Call (02) 6043 8200  
[www.awcc.edu.au](http://www.awcc.edu.au)

**Albury Wodonga  
Volunteer Resource  
Bureau**  
2/432 Townsend Street  
Albury NSW 2640  
Call (02) 6021 0990  
[www.vrb.org.au](http://www.vrb.org.au)

**Alexandra  
Community Hub**  
38A Downey Street  
Alexandra VIC 3714  
Call (03) 5772 1238  
[www.alexhub.com.au](http://www.alexhub.com.au)

**Birallee Park  
Neighbourhood House**  
39 Emerald Avenue  
Wodonga West  
VIC 3690  
Call (02) 6059 2590  
[www.birhouse.com.au](http://www.birhouse.com.au)

**Cobram  
Community House**  
43-45 Punt Road  
Cobram VIC 3644  
Call (03) 5872 2224  
[www.cch.vic.edu.au](http://www.cch.vic.edu.au)

**Corryong  
Neighbourhood Centre**  
39 Hanson Street  
Corryong VIC 3707  
Call (02) 6076 2176  
[www.corryongnc.org](http://www.corryongnc.org)

**Euroa Health**  
36 Kennedy Street  
Euroa VIC 3666  
Call (03) 5795 0200  
[www.euroahealth.com.au](http://www.euroahealth.com.au)

**Kinglake Ranges  
Neighbourhood House**  
6 McMahons Road  
Kinglake VIC 3763  
Call (03) 5786 1301  
[www.kinglake-ranges.com.au](http://www.kinglake-ranges.com.au)

**King Valley  
Learning Exchange**  
2533 Wangaratta -  
Whitfield Road  
Moyhu VIC 3732  
Call (03) 5727 9548  
[www.kingvalleylearning-exchange.org.au](http://www.kingvalleylearning-exchange.org.au)

**MACE**  
145-147 High Street  
Mansfield VIC 3722  
Call (03) 5775 2077  
[www.mace.vic.edu.au](http://www.mace.vic.edu.au)

**Mount Beauty  
Neighbourhood House**  
1 Tennis Court Avenue  
Mount Beauty VIC 3699  
Call (03) 5754 1166  
[www.mount-beauty.org.au](http://www.mount-beauty.org.au)

**Myrtleford  
Neighbourhood Centre**  
156 Myrtle Street  
Myrtleford VIC 3737  
Call (03) 5752 2775  
[www.myrtleford-nc.org.au](http://www.myrtleford-nc.org.au)

**North Shepparton  
Community &  
Learning Centre**  
10-14 Parkside Drive  
Shepparton VIC 3630  
Call (03) 5821 5770  
[www.nslc.com.au](http://www.nslc.com.au)

**Numurkah Community  
Learning Centre**  
99 Melville Street  
Numurkah VIC 3636  
Call (03) 5862 2249  
[nclcinc.vic.edu.au](http://nclcinc.vic.edu.au)

**Open Door  
Neighbourhood House**  
61 Burke Street  
Wangaratta VIC 3677  
Call (03) 5721 9175  
[www.opendoor-nh.org.au](http://www.opendoor-nh.org.au)

**Pangerang  
Community House**  
38 Ovens Street  
Wangaratta VIC 3677  
Call (03) 5721 3813  
[www.pangerang.org.au](http://www.pangerang.org.au)

**Preston Reservoir  
Adult Community  
Education**  
35 Sturdee Street  
Reservoir VIC 3073  
Call (03) 9462 6077  
[www.prace.vic.edu.au](http://www.prace.vic.edu.au)

**Shepparton Access**  
227 Wyndham Street  
Shepparton VIC 3630  
Call (03) 5831 6180  
[www.shepp-access.com.au](http://www.shepp-access.com.au)

**Shepparton  
ACE College**  
130 Rowe Street  
Shepparton VIC 3632  
Call (03) 5831 4029  
[www.shepparton-ace.com.au](http://www.shepparton-ace.com.au)

**South Shepparton  
Community House**  
11 Service Street  
Shepparton VIC 3630  
Call (03) 5821 6172  
[www.southcom.org.au](http://www.southcom.org.au)

**Tatura  
Community House**  
12-16 Casey Street  
Tatura VIC 3616  
Call (03) 5824 1315  
[www.tatcom.com.au](http://www.tatcom.com.au)

**The Centre For  
Continuing Education**  
—  
17 Chisholm Street  
Wangaratta VIC 3677  
—  
3 Wallis Street  
Seymour VIC 3660  
—  
Call 1300 843 236  
[www.thecentre.vic.edu.au](http://www.thecentre.vic.edu.au)

**Waminda  
Community House**  
19 Ballintine Street  
Benalla VIC 3672  
Call (03) 5762 4528  
[www.waminda-benalla.org.au](http://www.waminda-benalla.org.au)

**Yarrowonga  
Neighbourhood  
House**  
1 Hargrave Court  
Yarrowonga VIC 3730  
Call (03) 5744 3911  
[www.ynh.org.au](http://www.ynh.org.au)

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Information contained within  
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The View From Here

