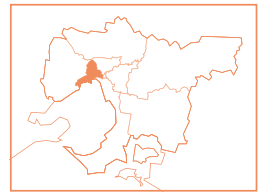


2022
LEARN
LOCAL
COURSE
GUIDE

INNER WESTERN
MELBOURNE



Hobsons Bay,
Maribyrnong, Melbourne
& Moonee Valley

Learn
new skills

one step
at a time.

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, study skills, employability skills, and English language, as well as preparation for various industries such as aged care, food processing, health services, hospitality, construction and warehousing and distribution.

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

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.

Many Learn Local providers also offer Learner Engagement A-frame Program (LEAP) courses. These are very short courses (between 5 and 20 hours in length) designed to get people back into training. These courses are identified in the course information in this Course Guide by the label LEAP at the start of the course name.

Where can I do a Learn Local course?

There are around 240 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 literacy 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

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.

TAFE & Training Line
Call 131 823

Website
www.learnlocal.org.au

Email learnlocal@education.vic.gov.au

Facebook & Twitter
[@LearnLocal](https://www.facebook.com/LearnLocal)

Download a digital version of this Course Guide at

www.learnlocal.org.au/course-guides



“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

“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



“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.



Hobsons Bay

Laverton Community Education Centre	2022 TERMS
Digital Skills for Employability	② ③
English as an Additional Language: Digital Literacy	① ② ③ ④
Building Independence through Community Access	② ③ ④
Creative Work for Employment & Worklife Balance	③
Get Ready for Work	② ③ ④
Independence Building Skills for Life as an Adult Learner	② ③
Intensive English as an Additional Language for Jobseekers	① ② ③ ④
Introduction to Horticulture	② ④
Kitchen Operations for Life and Work	② ④
Preparing Yourself for Success in Work and Further Study	② ③
Skills for Work and Study: Early Childhood Education	② ③
Vocational English	① ② ③ ④

South Kingsville Community Centre	2022 TERMS
Computer & Digital Literacy: Level 1	③ ④
Community Café	① ②
Healthy Cooking Healthy Living	① ②
Money Management	③

Outlets Co-operative Neighbourhood House	2022 TERMS
Introduction to Computers	② ③ ④
Navigating Computer Applications on the PC	② ③ ④
Tech Savvy with Phones & Tablets	② ③
English in Conversation	② ③ ④
Preparation for Work: Job Attack	② ③ ④
Sew Talk Create Learn	② ③ ④

Williamstown Community & Education Centre	2022 TERMS
Computers for Unemployed	① ②
Introduction to Computers	① ②
Beginners Reading	① ② ③ ④
Beginners Writing	① ② ③ ④
Communication Skills through Basic Literacy	① ② ③ ④
Drama for Language and Life Skills	① ② ③ ④
Intensive EAL for Unemployed	① ②
Job Ready	① ②
Library Reading and Writing	① ②
Conversation Class	① ②

Maribyrnong

AMES Australia	2022 TERMS
English and Learning Skills	① ② ③ ④
Pronunciation for Professionals	① ② ③ ④
Skills for Work and Study: Childcare	② ③ ④
Skills For Work and Study: Aged Care	② ③
We Are All Customers	① ②
LEAP: Digital Literacy for Beginners	① ② ③ ④
LEAP: Digital Literacy for Post Beginners	① ② ③ ④

Angliss Neighbourhood House	2022 TERMS
Beginners Digital Skills	② ③
Digital Sessions	③ ④
Social Media Simplified	① ② ③ ④
Starting Out With Computers	① ②
Attaining Literacy	② ③ ④
English as an Additional Language: Bookclub	② ③ ④
Learn For Life	③ ④
Lets Talk	① ②
Lets Talk More	③ ④
Walk and Learn	② ③

Australian Croatian Community Services	2022 TERMS
Digital Essentials: Level 1	① ②
Digital Essentials: Level 2	③ ④
Communication and Computers	① ② ③ ④

Australian Multicultural Community Services	2022 TERMS
Digital Essentials: Level 1 & 2	② ③ ④
Careers in Aged Care	① ③ ④
Introduction to MYOB Software	② ③
Multicultural Leadership	② ④
Navigating MS Office	① ③ ④
Employment Pathways	② ③

Australian Vietnamese Women's Association	2022 TERMS
Job Search: Resume Building and Interview Preparation	② ③
English For Daily Activities	④
English For Work	③
Use Internet and Email	④

Footscray Community Arts Centre	2022 TERMS
Arts Project Management	②

Concern Australia	2022 TERMS
Introduction to Online Learning	① ② ③ ④
Hand Brake Turn	① ② ③ ④

Jesuit Community College	2022 TERMS
Be Connected	③
Fines and Infringements	② ④
Ready Set Barista	② ④

Westgate Community Initiatives Group	2022 TERMS
Digital Essentials: Level 1 & 2	① ② ③ ④
General Pre-Accredited Employability	① ③
Introduction to Early Childhood Education and Care	①
Introduction to Individual Support Aged Care	①
Learn to Learn	② ③

Yarraville Community Centre	2022 TERMS
Basic Digital Skills	① ② ③ ④
Beginners Computers	① ② ③ ④
Beginners Plus Computers	① ② ③ ④
Digital Skills for Employability	② ③
Intermediate Computers	① ② ③ ④
Introduction to the Digital World	① ② ③ ④
Tablets and Devices	① ② ③ ④
Language Skills to Start a Small Business in Australia	① ② ③ ④
Employability Skills for Adults with a Mild Intellectual Disability	① ② ③ ④
Financial Literacy	① ② ③ ④
Hospitality Skills for Youth	① ② ③ ④
Language and Literacy for Job Seekers	① ② ③ ④
Life Writing Literacy	① ② ③ ④
Reading and Writing for Adults with a Mild Intellectual Disability	① ② ③ ④
Setting up a Small Business Online	① ② ③ ④
Skills for Work and Study: Aged care	① ② ③ ④
Skills for Work and Study: Building & Construction	② ③
Skills for Work and Study: Community Services	① ②
Digital Device Use for Study and Work	① ② ③ ④
Participation Pathway to New Futures	① ② ③ ④

Melbourne

AMES Australia	2022 TERMS
Preparation for International English Language Testing System	① ② ③ ④
Preparation for Occupational English Test	① ② ③ ④
Skilled Professional Migrant Program	① ② ③ ④

Australian Romanian Community Welfare	2022 TERMS
Conversational English	① ② ③ ④

Carlton Neighbourhood Learning Centre	2022 TERMS
Devices and Desktops	③ ④
Digital Essentials: Level 1	① ② ④
Basic Literacy for Work and Study	① ② ③ ④
Community Leadership	② ③
Food Pathways	① ②
Intermediate Literacy Skills for Work and Study	① ② ③ ④
Speak with Confidence	① ②

Centre for Adult Education	2022 TERMS
Computers for Work	① ② ③ ④
Introduction to Computers	① ② ③ ④
Grow, Cook and Go: Nutrition and Cooking	① ② ③ ④
Healthy Me: Relationships	① ② ③ ④
Healthy Me: Self Care	① ② ③ ④
Hospitality Hot Spot	② ④
Introduction to the Healthcare Industry	② ④
Jobs Club	② ④
Maths Made Easy	③ ④
New Pathways	① ② ③ ④
Prepare for Visual Arts: Drawing	① ③
Prepare for Visual Arts: Painting	② ④
Ready to Study	① ② ③ ④
SPLICE Visual Arts: Foundation	① ②
SPLICE Visual Arts: Intermediate	③ ④
The Writer's Workshop	① ② ③ ④
Work in the Disability Industry	②

Expression Australia	2022 TERMS
Work Wise	③ ④

Inner Melbourne VET Cluster	2022 TERMS
Jump on Board	③

Jesuit Community College	2022 TERMS
Ready Set Barista	② ③

Kensington Neighbourhood House	2022 TERMS
Getting Started with Computers	① ② ③ ④
English and Work Skills	① ② ③ ④
Prepare for Work Service Stars	① ② ③ ④
Reading and Writing for Work	① ② ③ ④

North Melbourne Language & Learning	2022 TERMS
Digital Essentials: Level 1 & 2	① ② ③ ④
Volunteering a Pathway to Employment	① ② ③ ④
Language: Listening and Speaking	① ② ③ ④
Language: Digital Literacy	① ② ③ ④
Language: Family Learning	① ② ③ ④
Language: General	① ② ③ ④
Language: Pathway Support	① ② ③ ④
Language: Reading and Writing	① ② ③ ④
Literacy and Numeracy: Working with Numbers	① ② ③ ④
Numeracy Essentials for Employment	① ② ③ ④
Moving on from ACE	② ④
Welcome: Join Us	① ③

The Centre Connecting North & West Melbourne	2022 TERMS
Digital Essentials: Level 1 & 2	① ③
Graduation from the School of Life	① ② ③ ④
Introduction to Working in Retail	① ③
Introduction to Event Management	① ③
Introduction to Horticulture and Permaculture	② ③
Introduction to Working in Hospitality	② ④
Introduction to Community Media	③
Prepare for Work: Foundation Skills	① ② ③ ④
Financial Literacy	① ③
i-Gadgets	② ④

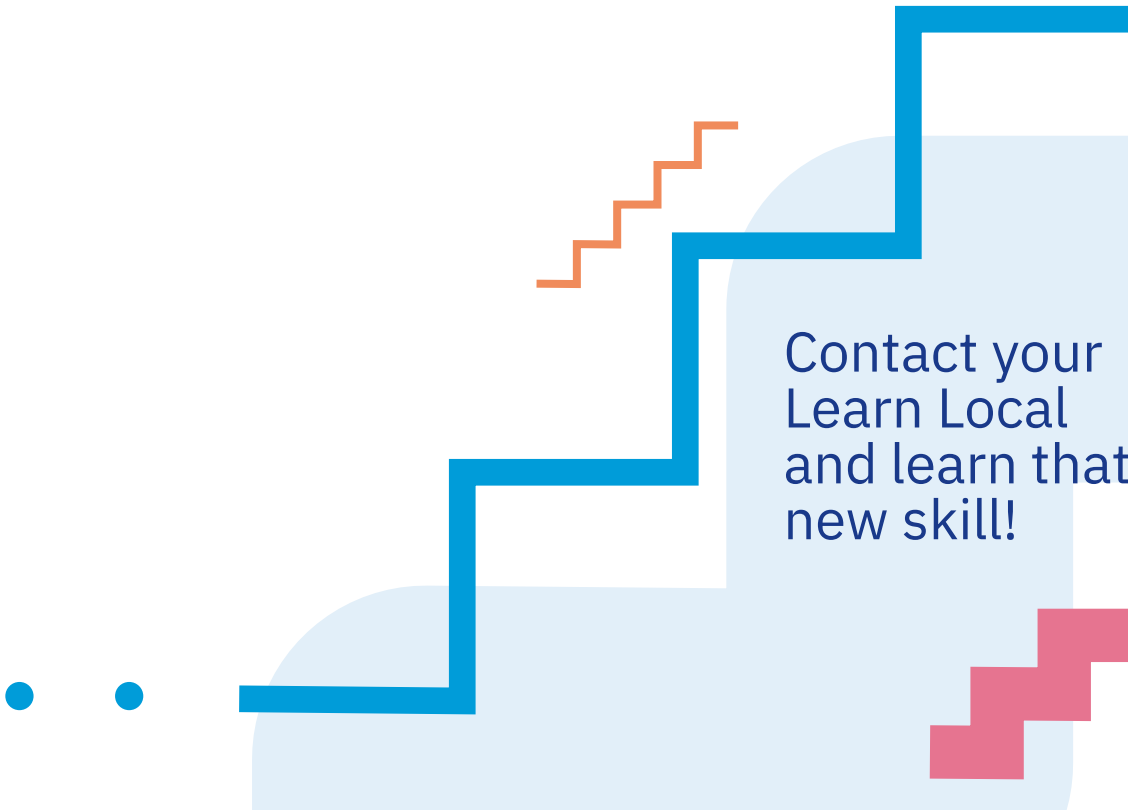
Westgate Community Initiatives Group	2022 TERMS
Digital Essentials: Level 1 & 2	① ③
Stepping Forward for Work	① ③

Moonee Valley

JobCo	2022 TERMS
Digital Essentials: Level 1 & 2	③ ④
Get That Job	① ② ③ ④
Pathways To Childcare	①
The Next Step: Employability	① ② ③ ④

Wingate Avenue Community Centre	2022 TERMS
Advanced Computers	① ② ③ ④
Computer Fundamentals	① ② ③ ④
Digital Life Skills	① ④
Mobile Know How	② ③
Conversation: Level 1 & 2	① ② ③ ④
Introduction to the Cleaning Industry	① ② ③
Office Skills: Level 1 & 2	① ② ③ ④
Ready for Hospitality	③ ④
Skills for Work & Study: Building & Construction	② ③
Skills for Work & Study: Early Childhood Education	① ②
Spelling and Grammar: Level 1 & 2	① ② ③ ④
Volunteer Voices	① ② ③ ④
Working in Hospitality	① ② ③ ④
Barista Training	① ② ③

Farnham Street Neighbourhood Learning Centre	2022 TERMS
Computer Basics	① ② ③ ④
Computers Beyond Basics	① ② ③ ④
Computers for Work	① ② ③ ④
Engaging with Digital Media	① ② ③ ④
Library Conversation	① ② ③ ④
Children's Book Publishing	① ② ③ ④
English Language	① ② ③ ④
Life Skills Literacy	① ② ③ ④
Mindworks	① ② ③ ④
Reading Matters	① ② ③ ④
Volunteer Pathways	① ② ③ ④
Pathways	① ② ③ ④



Contact your
Learn Local
and learn that
new skill!

Take the next step and contact your Learn Local.

AMES Australia

—
Level 2, 620 Bourke St
Melbourne VIC 3000

—
289 Barkly Street
Footscray VIC 3011

—
Call 132 637
www.ames.net.au

Angliss Neighbourhood House

2/11 Vipont Street
Footscray VIC 3011
Call (03) 9687 9908
www.anglissnh.net.au

Australian Croatian Community Services

Ground Floor/4-8
Parker Street
Footscray VIC 3011
Call (03) 9791 6000
www.accs.asn.au

Australian Multicultural Community Services

Suite 111/44-56
Hamstead Road
Maidstone VIC 3012
Call (03) 9689 9170
www.amcservices.org.au

Australian Romanian Community Welfare Health & Services

55 Melrose Street North
Melbourne VIC 8009
Call (03) 9348 9066

Australian Vietnamese Women's Association

7/6-12 South Road
Braybrook VIC 3019
Call (03) 9396 1922
www.avwa.org.au/en

Carlton Neighbourhood Learning Centre

20 Princes Street
Carlton North VIC 3054
Call (03) 9347 2739
www.cnlc.org.au

Centre for Adult Education

253 Flinders Lane,
Melbourne VIC 3000
Call (03) 8892 1653
www.cae.edu.au

Concern Australia

8 Scotland Street
Braybrook VIC 3019
Call (03) 9470 2972
www.concernaustralia.org.au

Expression Australia

Level 4/340 Albert
Street East Melbourne
VIC 3002
Call (03) 94731130
www.expression.com.au

Footscray Community Arts Centre

45 Moreland Street
Footscray VIC 3011
Call (03) 9362 8807
footscrayarts.com

Farnham Street Neighbourhood Learning Centre

28 Farnham Street
Flemington VIC 3031
Call (03) 9376 9088
[farnhamst.fsnlc.net/
online](http://farnhamst.fsnlc.net/online)

Inner Melbourne VET Cluster

20 Market Street South
Melbourne VIC 3205
Call (03) 9686 2354
imvc.com.au

Jesuit Community College

1 Langridge Street
Collingwood VIC 3066
Call (03) 9415 8700
jss.org.au

JobCo Employment Services

95 Albert Street
Brunswick VIC 3056
Call (03) 8388 7046
www.jobco.com.au/en

Kensington Neighbourhood House

89 McCracken Street
Kensington VIC 3031
Call (03) 9376 6366
[www.kensington
neighbourhoodhouse
.com](http://www.kensingtonneighbourhoodhouse.com)

Laverton Community Education Centre

12 Crown Street
Laverton VIC 3028
Call (03) 9369 2726
lcis.org.au/courses

North Melbourne Language and Learning

Ground Floor/33 Alfred
Street North Melbourne
VIC 3051
Call (03) 9326 7447
www.nmll.org.au

Outlets Co-operative Neighbourhood House

43 Mason Street
Newport VIC 3015
Call (03) 9391 8504
[www.outletsco-op
.com.au](http://www.outletsco-op.com.au)

South Kingsville Community Centre

43 Paxton Street South
Kingsville VIC 3015
Call (03) 9399 3000
www.skcc.net.au

The Centre Connecting Community in North & West Melbourne

58 Errol Street North
Melbourne VIC 3051
Call (03) 9328 1126
www.centre.org.au

Westgate Community Initiatives Group

Level 1/4-8 Parker
Street Footscray
VIC 3011
Call (03) 9689 3437
www.wcig.org.au

Williamstown Community and Education Centre Inc

14 Thompson Street
Williamstown VIC 3016
Call (03) 9397 6168
[www.williamstown-
spotswoodcc.org.au](http://www.williamstown-spotswoodcc.org.au)

Wingate Avenue Community Centre

13A Wingate Avenue
Ascot Vale VIC 3032
Call (03) 9376 5244
wingateave.com.au

Yarraville Community Centre

59 Francis Street
Yarraville VIC 3013
Call (03) 9687 1560
www.ycc.net.au