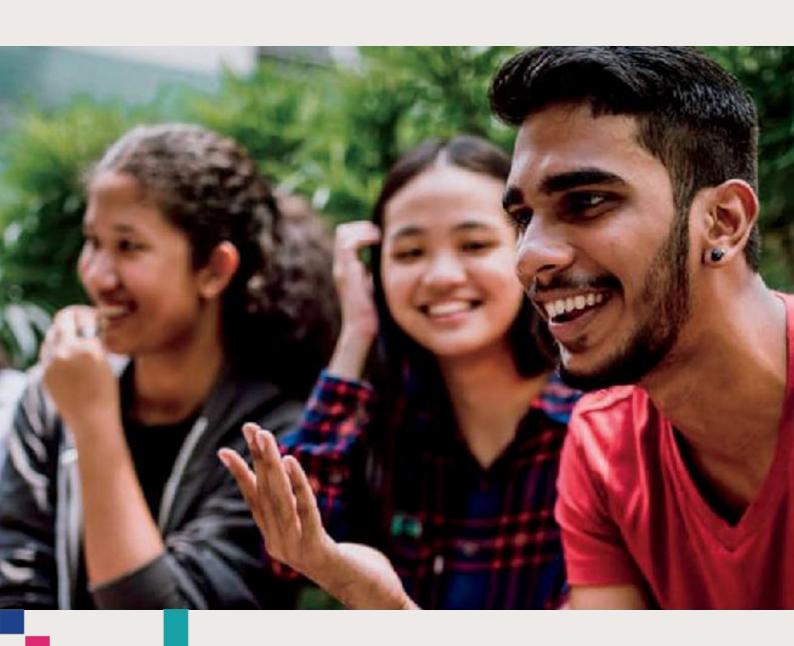


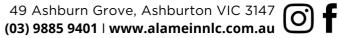


# courses, programs & activities

Term three 2022













#### Our English as an Additional Language (EAL) classes run every term throughout the year.

New students are welcome; an interview with the Co-ordinator is required (Tuesdays and Fridays). For bookings and further information, please contact us on 9885 9401.

Fees for classes, unless specified:

#### **Concession:**

\$90 per year (2 terms)

#### Non-concession:

\$90 1st course for terms 3 & 4

#### Non-concession:

Extra course per year \$48.60

#### Non-residents:

\$130 per course per term

#### **Basic Literacy and Numeracy**

#### 22LLN002006

Improve your confidence with reading, writing and math skills.

Mon 9.30am - 12pm

T3: 11 Jul - 12 Sep (10wks)

T4: 3 Oct - 12 Dec (10wks, no class 31/10)

#### **English Communication Skills**

#### 22LLN002003

Pre-Intermediate English (Level 2) ESL class covering conversation, reading, writing, speaking, and listening.

Tue 9.30am - 12pm

T3: 12 Jul - 13 Sep (10wks)

T4: 4 Oct - 29 Nov (8wks, no class 1/11)

#### **English for Work and Study**

#### 22LLN002004 L

Upper-Intermediate & above (Level 3) The course covers speaking, listening, reading, writing, grammar for practical uses.

Wed 9.30am - 12pm

T3: 13 Jul - 14 Sep (10wks)

T4: 5 Oct - 23 Nov (8wks)



For Australian permanent residents & citizens. ACFE funded. (The ACFE funded courses are supported by the Victorian Government)

#### **Living English**

#### 22LLN002002

Beginner's English (Level 1) Beginner level of English ESL course with a focus on oral and written skills for everyday use.

Tue 12.30pm - 3pm

T3: 12 Jul - 13 Sep (10wks)

T4: 4 Oct - 29 Nov (8wks, no class 1/11)

#### Literacy and EAL through Computers

#### 22LLN002038

This course improves your literacy and English skills, as well as your computer skills. It covers grammar, writing and reading for both English and non-English speakers.

Fri 9.30am - 12pm

T3: 15 Jul - 16 Sep (10wks)

T4: 7 Oct - 25 Nov (8wks)

#### **Seniors English Class**

FREE class for seniors

Tue 1pm - 3pm

#### **Leap into English Pronunciation**

#### 22ACL002028

Pre-intermediate & above (Level 2) A fun course for non-native English speakers and covers the phonetic alphabet and pronunciation of vowels. consonants and diphthongs. Fri 10.30am - 12.30pm

5 Aug - 19 Aug (3wks) \$24

**Short Courses** 

#### **Home Maintenance - Leap into** Literacy

#### 22ACL002011

Learn how to fix minor repairs at home using hand and power tools. Covers language of fixing things around the house and shows you how, including: drilling holes into different surfaces; mending holes in plaster; and understanding fuseboxes.

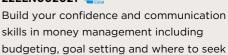
Wed 9.30am - 11.30am

3 Aug - 31 Aug (5 wks) \$40

#### **Financial Wellbeing Basics NEW**

#### 22LLN002021

help and support.



Tue 9.30am - 12.30pm 12 Jul - 13 Sep (10wks) \$105

We have wonderful volunteers at Alamein. If you would like to volunteer with us, please call us on 9885 9401.

We welcome people from a variety of backgrounds, beliefs and orientations and recognise and respect the diversity of our participants and volunteers.

We understand the issues facing diverse groups and respond to their needs. We provide an accessible and appropriate service and refer where necessary.

#### Stay in touch with us on:

- -Facebook: Alamein Neighbourhood and Learning
- -Newsletters: contact us to add you to our email list on 9885 9401 or admin@alameinnlc.com.au to receive monthly updates on programs and events.



Contact us to express your interest in the following courses and workshops.

- Cuisines from around the world
- Upcycled Art
- Sewing Projects
- Cleaning Operations

Christmas Market Thu 17 Nov 4 - 7pm **Bookings from stallholders for the market** are welcomed. Enquiries and applications before Mon 31 Oct.

Like us on Facebook: Alamein **Neighbourhood and Learning** 



# Technology Workskills

#### **Microsoft Skills**

#### 22DLEO002025

A Word, Excel, Powerpoint, and Outlook course covering the basics (and more) to help you confidently use these programs at work or in study.

Mon 9.30am - 2.30pm 22 Aug - 3 Oct (7wks) \$110

#### **Introduction to Marketing Platforms Leap into Digital Skills**

#### 22ACL002029

Make a start using CANVA and Mailchimp for your marketing needs.

Mon 1pm - 3pm

1 Aug - 15 Aug (3wks) \$24

#### **Communication in the Digital Age** with iPads

#### 22DLE0002020

Learn how to use key apps, online conferencing platforms for iPads, photos, videos, calendar, notes, communication tools and more for work and fun.

Tue 12.45pm - 3.15pm 26 Jul - 13 Sep (8wks) \$85

#### **Computer Basics & Beyond**

#### 22DLEO002034

Covers navigating an operating system, file management, emailing, surfing the web, using Word, printing & more.

Includes the manual.

Fri 12.30pm - 3pm

19 Aug - 28 Oct (no class 23/9 10wks) \$110

### Your program may have been delivered to you by one of our fabulous volunteer walkers. Are you interested in getting your step count up while helping your local neighbourhood house? Contact us on 9885 9401 to join.

#### **Leap into Business Administration**

#### 22ACL002014

Learn the basic foundation skills towards a business administration career, including setting up meetings using online

platforms, creating professional documents, scheduling calendar invites and more.

Mon 10am - 12pm

1 Aug - 15 Aug (3wks) \$24

#### **Pathways to Employment**

#### 22EMP002007

Great for people looking for work or wanting to get back into employment or study after a period of time.

Mon 10am - 3pm

1 Aug - 5 Sep (5wks, no class 29/8) \$91

#### **Leap into Study**

#### 22ACL002012

A great course to give you the skills and confidence to get back into study patterns, structure essays and reports, and what to expect in the face-to face and virtual classroom.

Thur 12.30 - 2.30pm

11 Aug - 1 Sep (4wks) \$30

#### **Introduction to Running Your Own Business**

#### 22EMP002036

This course will give you the foundation skills, including an understanding of the key issues in running a small business. Learn about: putting ideas into action; where to start; key issues in home-based businesses; managing costs & sales; budgeting; networking & support; and marketing.

Tue 6pm - 8.30pm

26 Jul - 13 Sep (8wks) \$85

#### **Rejuvenate Your Resume**

#### 22ACL002032

Update your resume by harnessing your transferrable skills to target the job you want. Learn the latest resume formats sought by employers including video recordings and LinkedIn.

Wed 1pm - 3pm

3 Aug - 24 Aug (4wks) \$30

#### **Customer Service Essentials**

#### 22VOC002026

Learn skills of working in a customer service industry including: appropriate language: OHS: what makes excellent customer service; team work; sales and presentation; coffee techniques; and more.

Tue 10am - 2pm

23 Aug - 13 Sep (5wks) \$82

#### **Introduction to Volunteering**

#### 22VOC002009 L

Build confidence and knowledge, skills in coffee making, EAL and literacy support, business administration, shop and community support, teamwork and more, to prepare you to find your perfect volunteer role.

Wed 9.30am - 2.30pm

24 Aug - 14 Sep (4 wks) \$85

#### **Preparing your Garden for Spring -Introduction to Horticulture NEW**

#### 22VOC002035

Take a step towards your own sustainable food access. Learn what plants are good to grow in various seasons, and how to grow them in this practical course.

Thu 12.30pm - 3pm

14 Jul - 1 Sep (8wks) \$85

#### **Putting your Voice Forward -Leap Negotiation Skills**

#### 22ACL002039

Gain confidence in negotiating. Learn the basic types, concepts, phrases and skills needed to better express yourself, including public speaking.

Wed 10am - 12pm

17 Aug - 31 Aug (3wks) \$24







#### Pilates - Intermediate\*

This class focuses on core strength, posture alignment and muscle balance.

Tue 6.30pm - 7.30pm

12 Jul - 13 Sep (7wks, no classes 2/8, 9/8 & 16/8) \$98

#### **Pilates - Foundation\***

Suitable for beginners or those seeking a gentler class. Focussing on stability, balance and strength.

Tue 7.30pm - 8.30pm

12 Jul - 13 Sep (7wks, no classes 2/8, 9/8 & 16/8) \$98

#### Yoga: Gentle\*

This class is suitable for beginners, or those seeking a gentler class. Mon 5.45pm - 6.45pm 11 Jul - 12 Sep (10wks) \$140

#### Yoga: Continuing\*

An intermediate class that encourages each individual to work within their own limitations.

Mon 7pm - 8pm 11 Jul - 12 Sep (10wks) \$140

# Yoga with Meditation\* Pranayama and Relaxation

An intermediate class that encourages each individual to work within their own limitations. Each session will include a guided meditation for deep relaxation. Thur 9.15am - 10.45am

14 Jul - 15 Sep (10wks) \$200

\*Note: Please inform the instructor of any injuries, ailments or pregnancy before class.

#### Alamein Men's Shed

Located at Alamein railway station. Open to Boroondara men, all ages and by invitation.

Tue 9.30am - 11.30am & 12.30pm - 2.30pm

#### **Free Bread**

All are welcome to take some free bread. Collect from the kitchen during winter months. Stay for a tea/coffee if you wish. Wed 12pm - 1pm

#### **Discussion Group**

Themes include current affairs, travel and entertainment. All welcome.

3rd Thur of every month 1pm - 2.15pm

15 Jul, 18 Aug, 15 Sep

## Career Support Consultation FREE with a Jobs Vic Advocate

Are you looking for work or unsure about employment and local community support services? Come to the centre for free advice. Appointments & walk-ins are welcome.

Every 1st & 3rd Thur per month 12pm - 2.30pm

#### **Alamein Community Garden**

Share in the fun of nurturing plants by joining our regular working bees in the Alamein Community Garden. BYO gloves. Drinks and refreshments will be provided. Thu 10am - 11.30am 23 Jun, 28 Jul, 25 Aug, 29 Sep

# Commonwealth Home Support Programme (CHSP)

Social activities and shopping bus for local residents aged 65 years and over. Contact the centre for details.

#### **Adult Learners' Week 1-8 September**

Lifelong Learning @ Alamein
Free taster activities in craft, computers
coffee-making and more!!
Contact the centre for more details.
Wed 7 Sep 10am - 2pm

#### **NAIDOC Week FREE**

Learn about and sample indigenous ingredients used in delicious culinary dishes. Enjoy the flavours of lemon myrtle and kangaroo while listening to our guest speaker. RSVP Mon 18 July Wed 20 July 12pm - 2pm

# Creative Pursuits



#### **Mosaics**

Create beautiful art projects from tiles and ceramics. BYO tiles. Tue 10am - 12pm 26 Jul - 13 Sep (8 wks) \$160

#### **Beginners Ceramics NEW**

Design and make your own original garden markers for your garden or to give as gifts.

Thu 1 Sep - 15 Sep 11am - 12pm (3 wks) \$45

### live.laugh.learn.

#### How to enrol

Pick up an enrolment form from the centre during office hours or
Download one from our website or
Phone us on 9885 9401
Payment can be made in person or over the phone by credit/debit card/EFTPOS, cash, cheque or EFT.
Westpac Banking details are:
BSB No.: 033-106

BSB No.: 033-106 Account No.: 11-0866 (Ref. surname & course name)

