

Narrabri

Office and Main Training:

3/100 Maitland Street, Narrabri Hours may vary during school holidays.

Office hours:

Monday - Thursday, 8:30am - 3:30pm,
Friday 8:30am - 12:30pm

Phone: 6792 6196

Fax: 6792 1536

Email: narrabri@communitycollegenl.nsw.edu.au

All courses will be held at the Community College unless otherwise noted.

For accredited courses in Narrabri refer to Accredited Courses section at the front of the guide

Please remember to bring your USI for all vocational training. Leisure courses do not require a USI. If you are unsure, please ask our staff

Welcome Jane Longstaff who has joined the teaching staff at the Narrabri Community College. Jane has a solid background in Community Service work and she brings a wealth of experience and expertise to our College. For this reason the College will be offering a taster of three accredited units from the qualification CHC32015 Certificate III in Community Services. If you are thinking of re-entering the workforce, or thinking of a new career then this taster is a great opportunity for you to try something new. Just think how rewarding this could be both for you personally as well as for the difference that you may be able to enrich the life of a person with a disability.

Contact the College staff for additional information.

Narrabri "SCHOOLIES WEEK"

The Narrabri Community College is offering all school leavers an opportunity to participate in a range of Hospitality courses to get skilled for work. These qualifications may give you the edge to find employment on a casual, part time or permanent basis. Check out the range of hospitality courses available for you to enrol in at the Narrabri Community College on Page ... of the Course Guide.

Get Smart & Get Skilled! Take the opportunity to upskill so that you can "Earn while you Learn"!

College staff are now taking expressions of interest for the following accredited courses to be offered in 2017. Check with staff as you may be eligible for a Smart and Skilled course fee subsidy.

- CHC33015 Certificate III in Individual Support with specialisation options in Ageing Support, Disability Work and Home & Community Care
- CHC43015 Certificate IV in Ageing Support
- CHC32015 Certificates III in Community Services
- CHC40708 Certificate IV in Community Services

Computer Courses

IT Tutor profile

Karen Slack-Smith has been associated with the Narrabri Community College for the past five years. Karen is a very valuable staff member who teaches Tech Savvy Seniors and Foundation Skills as well as one-on-one IT skills tutorials. Congratulations to Karen who has just completed a Graduate Diploma of Adult Language, Literacy and Numeracy Practice in order to improve our delivery of and support in foundation education skills. Karen will also be delivering programs from the Business Training Package in the near future.

Tech Savvy Seniors

Seniors are those aged 60 years and above or Aboriginal seniors aged 50 years and above.

This course is offered with the support of the NSW Government and is aimed at assisting seniors in the community to become more "Tech Savvy". Our amazing tech savvy tutor will help you to learn to navigate your way around your technological device. Everyone can benefit from being online and connected no matter where they live, how old they are or where their interests lie.

Topics include:

- Cyber safety
- Using email and the internet
- Using smartphones, tablets and other ICT devices
- On-line shopping and banking
- Using social media

You may bring your own Laptop, Smart Phone or Tablet, or use one of ours.

This Term the College will be offering 3 separate five week courses for you to choose from:

When: Commencing Saturday 22nd October, 5 weekly sessions, 10:30am – 12:30pm, or
Commencing Wednesday 2nd November, five weekly sessions, 5pm – 7pm, or
Thursday 3rd November, five weekly sessions, 10:30am – 12:30pm

Tutor: Karen Slack-Smith

Cost: \$10 (Max 8 participants).

Introduction to Tablets and iPads

This course will develop your understanding of touch screen technology. We will show you how to use your iPad more efficiently and how to install basic settings and apps as well as how to send messages and emails.

Tutor: Karen Slack-Smith

When: Thursday 3rd November, 1pm – 3pm

Cost: \$50 (Max 8 participants)

MYOB – Day to Day

This course has been developed to cover the setting up and day to day processes of your MYOB program.



Narrabri

MYOB – Day to Day Continued...

Participants will cover essential tasks including:

- Create a company file
- Creating and editing accounts in the accounts list
- Creating invoices
- Processing cash sales
- Receiving payments
- Recording bank deposits
- Processing purchases
- Drawing cheques
- Bank reconciliation

Course Requirements – Computer competency, basic understanding of bookkeeping and USB stick. Training manual supplied.

Tutor: Ann Bowen

When: Commences Wednesday 19th October, 6pm – 9pm

Cost: \$250 (Min 6 participants)

MYOB Payroll Fundamentals

Aimed at existing MYOB users, MYOB Payroll is designed to provide participants with the practical training to enhance their skills and process payroll effectively.

Students will cover each step of the payroll process including:

- Setting up payroll
- Setting up employee payroll information
- Customising payroll categories
- Timesheets and payroll
- Finding, correcting and managing payroll information
- Terminating employment
- Reconciling payroll
- End of year payroll activities

Pre-requisites: Basic bookkeeping, MYOB and computing skills. Manual supplied.

Course Requirements – Working knowledge of MYOB and USB Stick

Tutor: Ann Bowen

When: Wednesdays 30th November & 7th December, 6pm – 9pm

Cost: \$100 (Min 6 participants)

Individual Tuition

Perhaps you have a specific area you would like to master or, "Just don't know where to start"?

Our one to one computer training lets you set the agenda and learn whatever you like. Our trainers are experienced in using the internet, emailing, Microsoft Office programs, file management, troubleshooting tips and more. Arrange a time that suits you and attend as many sessions as you need. Bookings are essential. Tuition is \$65 an hour.

The Narrabri College Computer Room is also available for bookings by small groups or individuals who wish to undertake specific tuition on programs or applications. You set the agenda. We provide the training whether it's navigating Windows 10, using Publisher, Excel, Word and other program or, even using the internet. You can arrange one, or as many lessons as you need. Dates and times can be negotiated to suit your requirements.

Health & Wellbeing

DRUG AWARENESS

Do you want to know more about drugs and their impact on our community?

Find out how drugs effect individuals, families and the community.

Get the real facts:

In this awareness session we will cover:

- Drugs – what they?
- Drug use patterns
- Tolerance, Dependence, Withdrawal
- Overdoses and other drug related harm
- Drugs & Mental Health
- Prevention and Management
- Supports available
- Family and carer supports
- Treatment programs
- What can you do?

The presenters for this information session are Owen Atkins & Cigdem Watson who are members of the Narrabri Community Drug Action Team. Both have worked in the Alcohol & Other Drugs, Homelessness and Mental Health fields. Both presenters are passionate about this issue and are excited to be sharing this session with you. There is no charge to attend this information session 10am – 11:30 am at the Narrabri Community College on Monday 14th November.

Accidental Counselling

You can sometimes find yourself in the work environment where you need to understand how to manage someone in an emotional state – Client, Carer, or Colleague who is in need of support, or is presenting a problem. This workshop addresses basic communication, counselling and mental health skills. If you work in a "people based industry" this course facilitated by David Maddigan is for you.

When: Tuesday 15th November, 10am – 1pm

Cost: \$50

Hobbies / Leisure

Beginners' AUSLAN (Australian Sign Language)

Auslan is a language that deaf people use to communicate with their community and is also beneficial for people with speech impairments or disabilities. Knowing Auslan would be beneficial for people working in or attending schools, preschools, hospitals, disability and aged care facilities, as well as government departments. The course is also beneficial for people who want to broaden their horizons and with new knowledge.

Anyone can learn Auslan in a fun environment, so come along and learn a new language with our trainer who is a specialised Auslan Trainer with years' worth of personal experience and training.

When: Commences Monday 24th October 4pm – 6pm for 8 weeks

Tutor: Johanne Lakke

Cost: \$165 (Min 6)

Narrabri

Learn to brew sensational beer

Over 6 weeks this Locavores course, introduces you to a world of sensational beer made from the humble home brew kit. Experienced local brewers **Rohan and Tim Boehm**, members of the Narrabri Locavores group will teach their brewing methods in a practical course. (Locavores is a group that is dedicated to people who want to grow, make and consume local foods). Participants select the style of beer that they want to brew for the course. The fee for this interactive course covers a brew kit, hops, and yeast as well as take-home notes.

At the end of the course, participants will go home with a brew that impresses not only themselves, but also their long-suffering friends. BYO bottles & equipment or you may purchase if required. This 6 week course caters equally for novice and experienced kit brewers. Limit of 8 participants.

Contact Rohan Boehm for further details: 0425 222 786 or email rohanboehm@fastmail.fm.

Bookings are essential through the Narrabri Community College.

When: Commences Saturday 22nd October, 2pm – 4pm

Cost: \$180

Photography Fun

Pete Longworth will be returning to the North West in November for another round of Photography, Creativity and Inspiration! Workshops will cover everything from 'Beginner to Experienced' and beyond. For additional workshop information email: petelongworth@me.com

Introduction to Photography

Improve every picture you take with this inspiring introduction to photography. Become better friends with your camera and start to see the world differently. Includes fundamentals and philosophy. This course is ideal for anyone curious about photography or for those just keen to get their creative juices flowing again. This is just not your average introduction to photography, come and light a creative fire within you! Smiles essential, fancy equipment is not!

When: Wednesday 16th November, 6pm – 9pm

Cost: \$120

The Private Sessions

This super intimate Masterclass gives us a chance to work in a small group to bring your photography to the next level. Together we will review, edit and tell a profound story with your imagery. We will gift your images or project with a vibrant life beyond the computer.

Bring your random collection of images and take home a series of pictures that inspires you. Feel good about the efforts you have made by bringing them full circle. Expect close attention and caring inspiration in this semi-private session.

When: Thursday 17th November, 6pm – 9pm

Cost: \$100 (Max 4 people)

Photo Adventure Afternoon

It's time to play. Join me for an enjoyable afternoon of photographic exploration and education: share tricks and tips,

unique photo setups and experiences of light and colour. Bring questions, experiment with new gear, cultivate your creativity and get inspired to learn and grow in the community.

When: Saturday 19th November, 3pm – 7pm

Cost: \$150

Creative Christmas Cake Art

This 6 week Christmas themed workshop commences at 6pm on Wednesday 2nd November. The course will include decorating a Christmas cake centre piece as well as decorating cupcakes, a gingerbread house, gingerbread men and other treats. Take a friend to these classes and make some great Christmas gifts. You can be assured of not only learning a new skill but of having a fun learning experience. Contact **Janice Smith** 0429921741 for additional information and enrolment. Limit 10 participants.

Silver at Sawn Rocks

With the guidance of silversmith **Kath Hamilton** come and learn to make rings, bangles or pendants for yourself or as a unique Christmas gift for family and friends. For information regarding silver jewellery workshops contact **Kath Hamilton** 0428652124 or, email: silveratsawnrocks@gmail.com

Music! Music! Music!

Want to play the ukulele? Here is a great opportunity to learn an instrument that is compact, versatile and easy to play. You will learn all the basics and walk away with numerous catchy tunes in your repertoire. What to bring? Ukulele & tuner and a sense of fun! **Moana Shoobert** will facilitate this unique opportunity at the Narrabri Community College over 6 weeks commencing Saturday 22nd October, 2pm – 4pm. The course fee per person is \$130. Maximum of 10 participants.

Consider giving the Gift of KNOWLEDGE this Christmas with a Narrabri Community College Gift Voucher. Vouchers are available at the College for any of our Leisure or Accredited courses.

Paid advertisement

Gentle Hatha Yoga

Commences 11 October for 6 weeks

Narrabri Aquatic Centre

Sit & Stretch 9:30 am x 40 mins \$72

Gentle Hatha 10:30 am X 60 mins \$96

Find a place of self-awareness, inner calm and mental clarity.

Just one yoga session can lift your spirits and brighten your day!

Nanette Watson

Registered Yoga Teacher & Yoga Therapist

0427 967216

www.yogawithnanette.com.au

