



Williamstown  
Community  
and Education  
Centre Inc



Semester Two 2017

9397 6168



**HOBSONS  
BAY CITY  
COUNCIL**



# Semester Two 2017

## Term Dates & Contact Details

**TERM 3 – 17 JULY TO 22 SEPTEMBER**

**TERM 4 – 9 OCTOBER TO 15 DECEMBER**

**Joan Kirner House**

14 Thompson Street, Williamstown, 3016

**Spotswood Community House**

598 Melbourne Road, Spotswood, 3015

**OFFICE HOURS:**

9:00 am to 4:00 pm

Monday to Friday

**9397 6168**

**[www.williamstown-spotswoodcc.org.au](http://www.williamstown-spotswoodcc.org.au)**

Email: [admin@wcec.com.au](mailto:admin@wcec.com.au)

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## About Our Centre

**Established in 1974, Williamstown Community and Education Centre Inc has been servicing the community for more than 43 years.**

We manage two houses, Joan Kirner House and Spotswood Community House.

Our two houses provide support, skill development and social activities. They deliver quality adult education programs that reflect the interests and needs of all sectors of our community.

We have a strong commitment to the use of new technologies to improve learning outcomes for our community.

Our aim is to supply affordable, quality programs in a supportive, comfortable environment for our community.

We offer a variety of courses, programs, support and user groups as well as childcare, playgroups and programs for those with a disability.

Both of our houses are wheelchair-friendly, and those with a disability are welcome to participate in any class or program.



## Accredited English and Literacy Classes

### All new students need to make an appointment and be interviewed to ensure they are placed in a suitable class.

Courses are English as an Additional Language (EAL) Framework or Certificate in General Education for Adults (CGEA) accredited training.

Courses are government subsidised depending on eligibility. Individuals must meet Victorian Skills First Eligibility requirements.

This training is delivered with Victorian and Commonwealth Government funding.

### English and Literacy Courses

- Certificate II English as an Additional Language – Intermediate Reading and Writing VU21457 Give and respond to simple verbal information and directions.
- Certificate III English as an Additional Language - VU21468 Read and write straightforward informational and instructional texts.

### Course Fees

Please contact our office for information on fees and timetables. Fees and charges are subject to change.



# Pre-Accredited Courses

# Skills for Education and Employment

| GROUP/CLASS  | WHERE                     | WHEN               |
|--|---------------------------|--------------------|
| Wakety Pals Drama (Disability Group)                     | Joan Kirner House         | Thursdays          |
| Beginners Writing  | Joan Kirner House         | Mondays            |
| Beginners Conversation                                   | Spotswood Community House | Fridays            |
| Beginners Reading  | Dulcie Shaw House         | Tuesdays           |
| Intermediate Conversation                                | Migrant Resource Centre   | Thursdays          |
| Intermediate Reading & Writing                           | Altona North Library      | Tuesdays & Fridays |
| Communication Skills / Basic Literacy (Disability Group) | Joan Kirner House         | Mondays            |

**Suitable for people of working age who need help with reading, writing, numeracy or language skills to improve their job opportunities.**

Clients must be referred to this training by Centrelink or a jobactive agency.



Clients are entitled to 800 hours free training within a two year period.

Job seekers need to be registered with Centrelink as unemployed and looking for work.



# Adult Migrant English Program

# Computer Classes

**The Adult Migrant English Program provides up to 510 hours of free English language lessons to eligible migrants and humanitarian entrants.**

In an AMEP class you will learn English language skills and information about Australian society.

Please call to check eligibility.



**All computer classes are held at our modern training facility at Joan Kirner House.**

We deliver a diverse range of computer classes each year.

These classes are led by our friendly and experienced teachers. We offer classes for beginners to intermediate level students.

Please call the Centre for more information.

**Topics covered include**

- Computers for Absolute Beginners
- Using Word and the basics of word processing
- Creating a spreadsheet
- Performing basic calculations in Excel
- Using Clip Art, creating and editing newsletters, flyers, cards, etc.
- How to create an email address and use Outlook.



Pelicans and Occasional Care programs are run by highly skilled and qualified staff who believe that children learn through play.

They provide a fun, happy, secure and caring environment where children can learn and grow.

# Childcare and Children's Activities

| GROUP/CLASS                     | WHEN                         | WHERE                     | CONTACT                     |
|---------------------------------|------------------------------|---------------------------|-----------------------------|
| Pelicans Three Year Old Program | Tuesdays and Wednesdays      | Joan Kirner House         | Call 9397 6168              |
| Two + Year Old Activity Group   | Friday Afternoons            | Joan Kirner House         | Call 9397 6168              |
| Occasional Care                 | Thursday and Friday Mornings | Joan Kirner House         | Call 9397 6168              |
| French Club for Kids            | Wednesday Afternoons         | Joan Kirner House         | Call Jim on 0432 719 034    |
| Musical Adventures              | Wednesday Mornings           | Spotswood Community House | Call Sophie on 0425 814 123 |

# Community Development

## COMMUNITY AND SOCIAL SUPPORT PROGRAMS

### IPC Health Care

Joan Kirner House  
Mondays and Wednesdays  
Call 8368 3000

### Odyssey House

Joan Kirner House  
Tuesdays and Thursdays  
Call 9420 7600

### Adult Children of Alcoholics

Joan Kirner House  
Saturday Mornings  
Call Victoria 0414 313 171

## LIFESTYLE PROGRAMS

### Willy Walking Group

Joan Kirner House  
Wednesday Mornings  
Call 9397 6168

### Kadampa Meditation

Joan Kirner House  
Monday Evenings  
Call Jake 9670 6369

### Gentle Yoga and Meditation

Joan Kirner House  
Friday Mornings  
Call Deb 0448 978 818  
[www.yogadanam.com.au](http://www.yogadanam.com.au)

### Adam Turnbull Acting

Joan Kirner House  
Saturday Mornings  
Call Adam 0419 593 257

### Bone Boosters (Exercise Program)

Joan Kirner House  
Thursday Afternoons  
Call 9397 6168

## RECREATIONAL PROGRAMS

### Willy Wargaming

Joan Kirner House  
Fridays—Fortnightly  
Call Peter 0438 420 417

### CAE Book Club

Joan Kirner House  
Tuesdays—Monthly  
Call Fiona 0416 484 090

### Australian Boating College

Spotswood Community House  
Call Daniel 0408 369 664

### Book Swap

Donate, Borrow, Swap, Keep  
Joan Kirner House

### Council Library Book Collection

Books to enjoy while at the Centre  
Not for loan  
Joan Kirner House

## SPONSORED PROGRAMS

### Grow, Cook, Create and Tell Project

Sponsored by The R E Ross Trust

### Welcome to Australia Program

Sponsored by Slater and Gordon.  
English language and social activities for  
Refugees and Asylum Seekers

### Cross Cultural Activity Program

Sponsored by Multicultural Affairs and  
Social Cohesion Division





# Room Hire and Facilities

## CENTRE AND ROOM HIRE

The houses and rooms can be rented on an ongoing or casual basis for meetings, seminars, children's birthdays, playgroups, programs and support and social groups.

For rates and conditions visit our website, drop in or call 9397 6168.



## FACILITIES AND SERVICES AT JOAN KIRNER HOUSE

- Free Open Access computer with internet access for local residents (Please book ahead)
- Fax service at reasonable rates
- Photocopying is available in black and white or colour in A4 or A3 at reasonable rates
- Recharge Scheme
- Automated External Defibrillator
- Seed Bank
- Book, DVD and CD Swap
- Printer Cartridge Recycle Program
- Coffee Machine
- Daily Newspapers
- Community garden beds
- Open access to Joan's Garden
- Referrals to local services
- Fliers, brochures and information on local services and events
- Healthy Lunch Program – monthly
- Willy Walking Group – Wednesdays
- Morning tea – Wednesdays

# Events Calendar and Acknowledgements

# How to Find Us

## EVENT

## WHEN

Welcome Back to Semester Two Lunch

July

Book Week

August

Adult Learners Week

September

Arts in Public Places

September

Spring Into Life

September

National Children's Week

October

Recycling Week

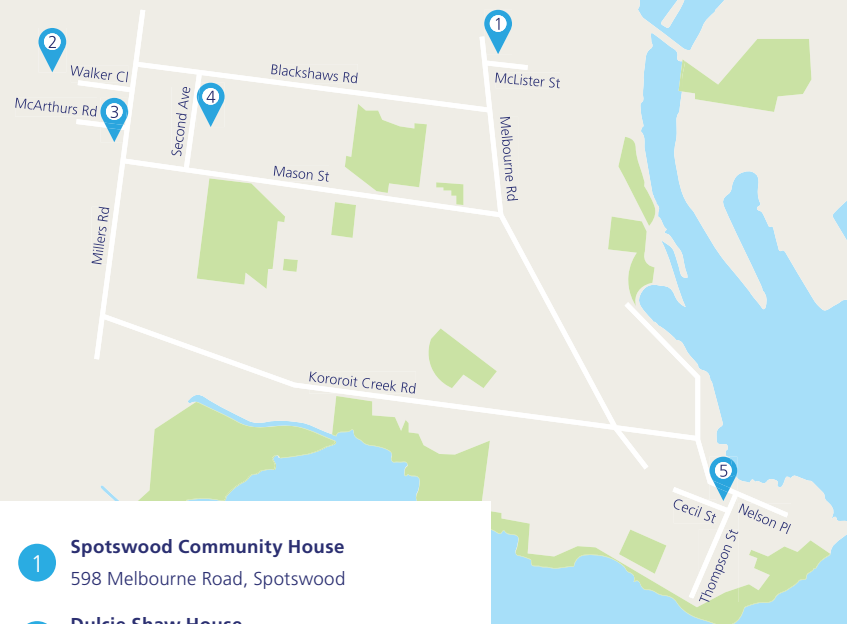
November

End of Year Celebration

December

## OUR CENTRE GREATLY APPRECIATES THE SUPPORT OF

- Hobsons Bay City Council
- Victorian Adult Community and Further Education Board
- Victorian Department of Health and Human Services
- Victorian Department of Education and Training
- Victorian Multicultural Commission
- Commonwealth Department of Education and Training
- Australian Communities Foundation
- Hobsons Bay Community Fund
- Bendigo Bank (Altona, Laverton and Point Cook)
- The R E Ross Trust
- Mobil
- Slater and Gordon
- Blick Creative
- Naiko Personal Computers
- Yarraville Swim Centre



- 1 Spotswood Community House**  
598 Melbourne Road, Spotswood
- 2 Dulcie Shaw House**  
Walker Close, Altona North
- 3 Altona North Library**  
Cnr Millers and McArthurs Roads, Altona North
- 4 Migrant Resource Centre**  
78-82 Second Avenue, Altona North
- 5 Joan Kirner House**  
14 Thompson Street, Williamstown



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*We are a Not-for-Profit Incorporated Association, a Public Benevolent Institution and endorsed as a Deductible Gift Recipient. Donations are tax deductible.*