



Williamstown
Community
and Education
Centre Inc

Semester One 2018

9397 6168

www.williamstown-spotswoodcc.org.au

Email: admin@wcec.com.au

ABN: 67 864 341 860 TOID: 4640

 Find us on Facebook

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



**HOBSONS
BAY CITY
COUNCIL**



Semester One 2018

Term Dates & Contact Details

TERM 1 – 29 JANUARY TO 29 MARCH

TERM 2 – 16 APRIL TO 29 JUNE

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

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About Our Centre

Established in 1974, Williamstown Community and Education Centre Inc has been servicing the community for more than 44 years.

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

Our two houses provide support, skill development and social activities. We 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 VU21456 Participate in simple conversations and transactions.
- Certificate III English as an Additional Language – VU21469 Read and write descriptive and narrative 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 |
|--|---------------------------|--------------------|
| Beginners Writing | Joan Kirner House | Mondays |
| Communication Skills / Basic Literacy (Disability Group) | Joan Kirner House | Mondays |
| Beginners Reading | Dulcie Shaw House | Tuesdays |
| Intermediate Reading & Writing | Altona North Library | Tuesdays & Fridays |
| Intermediate Conversation | Spotswood Community House | Thursdays |
| Wakety Pals Drama (Disability Group) | Joan Kirner House | Thursdays |
| Beginners Conversation | Spotswood Community House | Friday |

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 |
| Lego Young Engineers | Wednesday Afternoons | Joan Kirner House | Call Anita 0466 996 864 |

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

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 Pam 0418 347 691

Australian Boating College

Spotswood Community House
Call Daniel 0408 369 664

Council Library Book Collection

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

SPONSORED PROGRAMS

Reaching Across the Ages

Sponsored by Hobsons Bay
Community Fund

Welcome to Australia Program

Sponsored by Slater and Gordon.

Cross Cultural Activity Program

Sponsored by Office of Multicultural affairs

Advocates for the Environment

Sponsored by The Hamer Sprout Fund

Multicultural Awareness Program

Sponsored by Hobsons Bay City Council

Education Coordinator Community of Practice

Sponsored by Adult Community and
Further Education Board



Facilities and Services

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

- Monthly Newsletter with details of current and new initiatives, services and programs. To subscribe, email admin@wcec.com.au
- Free Open Access computer with internet access for local residents
- Mobile Phone Recharge Bar
- Photocopying is available in black and white or colour in A4 or A3 at reasonable rates
- Recharge Scheme
- Automated External Defibrillator
- Seed Bank
- Fresh Produce Exchange
- Book, DVD, CD and electronic games 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
- Free Community BBQ – Monthly
- Free Willy Walking Group – Wednesdays
- Free Morning tea – Wednesdays

Events Calendar and Acknowledgements

How to Find Us

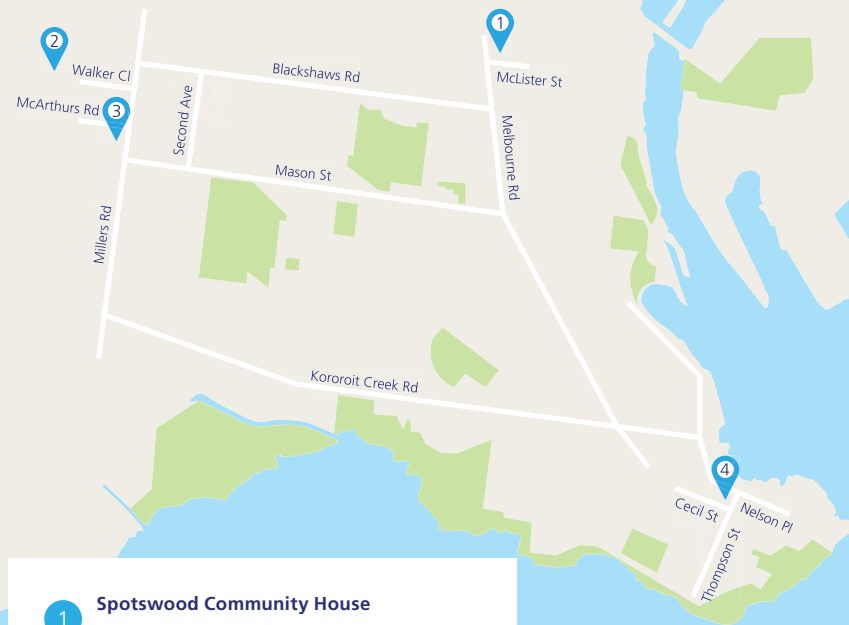
EVENT

WHEN

| | |
|----------------------------------|----------|
| Welcome Back to 2018 Morning Tea | February |
| Cultural Diversity Week | March |
| Neighborhood House Week | May |
| Narional Volunteer Week | May |
| Refugee Week | June |

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
- Office of Multicultural affairs
- Commonwealth Department of Education and Training
- Australian Communities Foundation
- Hobsons Bay Community Fund
- Bendigo Bank (Altona, Laverton and Point Cook)
- Mobil
- Slater and Gordon
- Blick Creative
- Naiko Personal Computers
- Signway Australia P/L
- The Hamer Sprout Fund
- Toyota Community Foundation



- 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 Joan Kirner House**
14 Thompson Street, Williamstown