



Careers & Lifestyle

# Course Guide

Fee free funding  
available, check if you  
are eligible on pages 5 & 6.

20  
24

OCT  
NOV  
DEC



RTO Code 90113  
The NSW Department of  
Education has recognised  
our organisation as a High  
Performing Provider.

9970 1000  
[nbmc.nsw.edu.au](http://nbmc.nsw.edu.au)

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## Chat With A Coordinator

If you are interested in one of our many Certificate/ Diploma courses but are unsure which course is right for you our Coordinators are here to help. You can chat on the phone or call and book an appointment to chat face-to-face either at one of our offices or via Zoom.



### Natalie Thornberry

- Early Childhood Education & Care
  - School Based Education Support
  - Leadership & Management
- 9970 1053 | natalie@nbmc.nsw.edu.au



### Nadia Louw

- Assistant in Nursing & Allied Health
  - Community Services
  - Leisure & Health
  - Counselling
- 9970 1008 | nadia@nbmc.nsw.edu.au



### Mairead O'Leary

- Aged & Disability Care
  - Business
  - Computers
- 9970 1001 | mairead@nbmc.nsw.edu.au



### Julie Lindfield

- Entrepreneurship & New Business
  - Project Management
- 9970 1051 | julie@nbmc.nsw.edu.au

## How To Enrol:

**Online:** nbmc.nsw.edu.au

**Phone:** 9970 1000

**In person:** L1, 14 William St, Brookvale  
9am to 5pm - Mon to Thur  
9am to 4pm - Fri

**By post:** See enrolment form on pg 15



## Accredited Training Explained

In Australia, we have three different levels of education:

- School (primary and secondary)
- VET (vocational education & training)
- University (higher education)



In VET, if a course is accredited, it means the course is nationally recognised and that a registered training organisation (RTO) can issue a nationally recognised VET qualification or VET statement of attainment following its full or partial completion. VET qualifications can be offered at different levels starting from Certificate I through to Graduate Diplomas. These are part of the Australian Qualifications Framework.

NBMC offers a range of full qualification and short courses which are identified with the above logo as they are "accredited".

The content of each accredited course is drawn from a Training Package which is a set of nationally endorsed standards and qualifications for recognising and assessing people's skills in a specific industry.

RTOs in NSW (this includes most Community Colleges, TAFEs and private RTOs) are registered with the Australian Skills Quality Authority (ASQA) to deliver training. To operate as an RTO we are all required to meet stringent standards and audited regularly by ASQA to ensure compliance with those standards.

## About NBMC

NBMC is a not for profit organisation providing quality, flexible and supportive training. We offer a wide range of accredited, workskills and lifestyle courses to the community. Further information about the College, funding opportunities for individuals and businesses and traineeships can be found on our website at: nbmc.nsw.edu.au or please phone us on 9970 1000.

### Registered Training Organisation

NBMC (Northern Beaches Community College Ltd T/A Northern Beaches & Mosman College) is a Registered Training Organisation (RTO) national code 90113. We are registered with the Australian Skills Quality Authority (ASQA) to deliver training, assess and issue Statements of Attainment and/or qualifications that appear on our scope of registration.

## Recognition of Prior Learning

Your existing skills & knowledge can be recognised into either a part or full qualification. This relates only to qualifications which the College has within its scope of registration. Please contact the College for further information.



## USI Unique Student Identifier

All students enrolling in Nationally Recognised Training must provide a Unique Student Identifier (USI). For more information or to obtain a USI please go to: [www.usi.gov.au](http://www.usi.gov.au)

**KEEP UPDATED** - Sign up to our newsletter for information on courses & to see what's on at NBMC. To subscribe visit: [nbmc.nsw.edu.au](http://nbmc.nsw.edu.au)

All information is correct at time of publication. Please double check website for course dates and times.



**With so many ways to study at NBMC there is something for everyone.**



## Nationally Accredited Vocational Training



With nearly 30 years providing high quality accredited training NBMC is your trusted local training college. The NSW Department of Education has recognised our organisation as a High Performing Provider under the Smart & Skilled contract. We deliver Certificate/ Diploma courses in:

- Ageing or Disability
- Assistant in Nursing, Allied Health, Leisure & Health, Community Services, Counselling
- Computing
- Early Childhood Education & Care
- School Based Education Support
- Entrepreneurship & New Business
- Project Management

See pages 4 & 5 for more information.

## Funded Short Courses

NBMC has a wide range of short courses designed to help you get a job, upskill in your current workplace or help you with study. We are also approved by the NSW Government to deliver many of these courses **fee free** under either the Adult & Community Education (ACE) funding, or Targeted Skills for Small Business (TSB) funding.

So if you need some additional training check out page 6 to see if you are eligible for **fee free** training, if not, as a not-for-profit, we keep our course fees at an affordable rate. Courses marked with a  or  on pages 6 to 11 are **fee free** if eligible for ACE or TSB funding.



## Lifestyle Courses

We haven't forgotten where we started and continue to deliver a wide range of lifestyle courses in:

- Crafts & Fashion
- Drawing & Painting
- Health, Fitness, Mind & Soul
- Home & Garden
- Languages
- Leisure
- Music & Singing
- Photography

## Private Classes for Business

Did you know that NBMC can provide private training to your business. A trainer will come to your premises, at a time that suits you, to deliver customised training including computers, business, child care, aged care or first aid. Call Julie Lindfield on 9970 1000 to discuss your needs.

*"I would not hesitate to ask the NBMC to facilitate another course if required for our team. Thank you Natalie and Helen, we really value the relationship we have with Northern Beaches and Mosman College and your commitment to learning along with the support of our service." Lynda Watton, Director, Little Diggers Preschool*



## FEE FREE TRAINEESHIPS

**Do you need more staff, or do you have new staff you want to upskill? Talk to us about Fee Free Traineeships\* with Government incentives.**

Employees can "learn & earn" while employers gain skilled staff for their businesses, as well as financial incentives offered by the Government. Talk to us today to see how we can help you -

**9970 1000**

\*See website for trainee eligibility criteria. This training is subsidised by the NSW Government. Scan QR code for more information.

**Government incentives for Employers & Trainees.**





## Childhood Education &amp; Care

**CHC30121 Certificate III in EARLY CHILDHOOD EDUCATION & CARE**

This course is the first step in your exciting career as an early childhood educator. It is mandatory to have, or be actively working towards, this qualification if you want to work at an approved early childhood service. **Career Options:** Early Childhood Educator; Childhood Educator Assistant; Nanny; Family Day Care Worker; Play Group Supervisor; Occasional Care Facilities; Crèches; Preschools

**CHC40221 Certificate IV in SCHOOL BASED EDUCATION SUPPORT**

Assist teachers and support student's learning in a range of classroom settings under the guidance of a teacher or other educational professional. Workers may be involved in facilitation of learning for a range of instructional groupings, including for those students in need of additional support. **Career Options:** Teacher's Aide; Education Assistant; Teaching Assistant; Education Support Worker; Special Needs Education Support Worker; Aboriginal/ Torres Strait Islander Education Worker; Indigenous Language & Culture Teaching Assistant.

**CHC50121 Diploma of EARLY CHILDHOOD EDUCATION & CARE**

This course offers more advanced skills to help you take on more responsibility.

**Prerequisite:** Hold either a CHC30113 or CHC30121 Cert. III in Early Childhood Education & Care

**Career Options:** Early Childhood Educator; Centre Manager; Team Leader; Children's Services Coordinator; Child Development Worker

## Assistant in Nursing, Allied Health, Leisure &amp; Health, Community Services

**HLT33115 Certificate III in HEALTH SERVICES ASSISTANCE (Assisting in nursing work in acute care)**

Gain the knowledge and skills as a Nursing Assistant in a hospital or other health care facility to work with health care professionals in delivering the highest level of care. **Career Options:** Assistant in Nursing; Nursing Support Worker; Ward Person

**HLT33021 Certificate III in ALLIED HEALTH ASSISTANCE**

This course is for the self-motivated individual who gets excited about assisting allied health professionals with therapy programs to improve a client's quality of life in settings such as private practices and aged care facilities. **Career Options:** Allied Health Assistant; Occupational Therapy Asst; Physiotherapist's Assistant; Podiatrist's Assistant

**CHC43415 Certificate IV in LEISURE & HEALTH**

Are you energetic, compassionate & want to support the person-centred care activities in which clients in the aged care, health, & community services sectors take part? Learn how to plan, implement and monitor appropriate leisure activities or programs. **Career Options:** Activities Officer; Diversional Therapy Assistant; Community Leisure Officer; Leisure Officer; Disability Officer - Day Support; Recreation Activities Officer

**CHC42021 Certificate IV in COMMUNITY SERVICES**

Embrace a rewarding career in community services and help people in the community regain more control over their lives and future.

**Career Options:** Community Support Worker; Case Worker (Community Services); Domestic Violence Officer; Early Intervention Homelessness Worker; Welfare Support Worker; Youth Support Worker.

## Aged &amp; Disability Care

**CHC33021 Certificate III in INDIVIDUAL SUPPORT (Ageing or Disability)**

Improve the quality of life of others as you start your career as a care/support worker with a home care service provider and/or an aged care facility. **Career Options:** Assistant in Nursing; Home Care Assistant; In-Home Respite Worker; Personal or Community Care Attendant; Support Service Worker

**CHC33021 Certificate III in INDIVIDUAL SUPPORT for Existing Workers (Ageing or Disability) - FAST TRACK for Existing Workers - Already working in the aged care/disability industry but don't currently have your qualification, we have designed a course just for you.**

**Pre-requisite:** Minimum one years experience in the industry, plus your employer's agreement for work placement hours.

**CHC43015 Certificate IV in AGEING SUPPORT for Existing Workers**

If you have your Cert. III in Individual Support, & work in the industry, take this fantastic opportunity to **upskill**. This course offers advanced skills to help you be more specialised & take on more responsibility. May also incl. medication unit - discuss requirements with Coordinator on enrolment. **Career Options:** Hostel Supervisor; Care Supervisor; Program Coordinator - Social Programs; Care Team Leader; Residential Care Worker; Client Liaison.

## Entrepreneurship &amp; New Business, Leadership &amp; Management

**BSB40320 Certificate IV in ENTREPRENEURSHIP & NEW BUSINESS**

Do you have a great idea for a new business or do you need to develop your skills for an existing business? This course will give you the practical understanding of what it takes to run a successful small business. **Career Options:** Small Business Manager

**BSB50420 Diploma of LEADERSHIP & MANAGEMENT**

This qualification, designed by industry professionals, will help to bring out your natural initiative, judgement and communication skills to support others, both individually and in teams, to successfully meet organisational needs. **Career Options:** Manager across a range of enterprise and industry contexts.

## Q1. Can you answer yes to all 4 statements below?

- I am an Australian Citizen/Permanent Australian Resident/New Zealand Citizen/Humanitarian visa holder or a partner visa holder whose sponsor is a humanitarian visa holder, and
- I am aged 15 years or older, and
- I am no longer in secondary education (excluding registered home schooled), and
- I live or work in NSW

If you said **Yes** to **Q1** you are eligible to study the below Nationally Accredited Diploma courses subsidised under **NSW Smart & Skilled\***.

## Counselling

From  
\$4420



### CHC51015 Diploma of COUNSELLING

Start your learning journey towards a fulfilling career in counselling with us. Our course will teach you the essential skills and knowledge to actively listen, effectively communicate and draw on varied counselling therapies to empower your clients to achieve their goals. Becoming a counsellor requires qualities such as empathy, patience, and a sincere dedication to the welfare of others.

**Career Options:** In addition to individual therapy, counsellors also work in the Community Services sector such as Community outreach programs; Welfare services; Rehabilitation and Family support.

**Cost:** From \$4420. Interest free payment plan available.

Day/Evening	Date	Time	Location
1 evening per week - Mon	21 Oct 24 to 22 Sep 25	6.00pm - 9.00pm	Zoom

**For more information**, or to book an appointment, contact:

Nadia Louw on 9970 1008 or email: [nadia@nbmc.nsw.edu.au](mailto:nadia@nbmc.nsw.edu.au)



#### Notes:

- Completion of work placement may be required
- Incl. flexible, weekly directed self-study hrs
- It is mandatory that students attending via Zoom must attend some face-to-face training where scheduled.

Have you recently completed a Cert. IV in Community Services, Youth Work, or Drugs and Alcohol? Talk with us about credit transfers, they can reduce the cost of your course.

## Project Management

From  
\$2530



### BSB50820 Diploma of PROJECT MANAGEMENT

Gain the skills to step up as a project manager or team leader. Learn to effectively manage stakeholder relationships, budgeting and deadlines, and build transferable knowledge to succeed in project management roles across a range of industries.

**Career Options:** Project Manager; Project Team Leader

**Cost:** From \$2530. Interest free payment plan available.

Day/Evening	Date	Time	Location
1 evening per week - Wed + 7 x Saturdays (9.30am-3.30pm)	23 Oct 24 to 26 Nov 25	6.00pm - 9.00pm	Wed - Zoom Sat - Brookvale Campus

**For more information**, or to book an appointment, please contact:

Julie Lindfield on 9970 1051 or email: [julie@nbmc.nsw.edu.au](mailto:julie@nbmc.nsw.edu.au)



#### Notes:

- Incl. flexible, weekly directed self-study hours
- It is mandatory that students attending via Zoom must attend face-to-face training where Saturdays (9.30am to 3.30pm) are scheduled.

Interest  
free payment  
plans  
available

For full course  
details go to:  
[nbmc.nsw.edu.au](http://nbmc.nsw.edu.au)

**Make sure you check out  
our accredited FEE FREE\*  
pathway courses.**

These are designed to give you an idea of what to expect from a full qualification, without the commitment. If successfully completed, credit transfers will be given if you subsequently enrol in the qualification.

See page 6 for all the details, and to see if you are eligible to study them **fee free**.

Please note all funded/subsidised training is subject to eligibility criteria. Full details are available on our website: [nbmc.nsw.edu.au](http://nbmc.nsw.edu.au).

\*This training is subsidised by the NSW Government.

# FUNDED TRAINING

## Q1. Can you answer yes to all 4 statements below?

- I am an Australian Citizen/Permanent Australian Resident/New Zealand Citizen/Humanitarian visa holder or a partner visa holder whose sponsor is a humanitarian visa holder; or is an eligible asylum seeker, and
- I am aged 15 years or older, and
- I am no longer in secondary education (excluding registered home schooled), and
- I live or work in NSW

Did you know the NSW Government fully subsidises a variety of funded training to assist eligible students to complete training which will help them improve their employment opportunities and/or move into higher level training. Why not check below to see if you meet the criteria.

### ✓ Adult & Community Education (ACE\*)

#### Q2. Can you tick **one** of the options below?

- ☐ I am Aboriginal/Torres Strait Islander; or
- ☐ I am mature age (**over 55 years**) needing to upskill/reskill; or
- ☐ I am unemployed/under employed (**under 25 hours**); or
- ☐ I left school prior to **year 12** or equivalent; or
- ☐ I am aged between **15-24** years; or
- ☐ I am returning to the workforce after a gap of more than 12 months; or
- ☐ English is my second language and it prevents me from effectively participating in the community or employment; or
- ☐ I am affected by personal circumstances (eg. domestic/family violence/coercion situation; recovering from drug/alcohol addiction; exited/or at risk of entering the criminal justice system); or
- ☐ I have a physical or mental impairment that substantially limits one or more major life activities; or
- ☐ I have a disability or is the dependent child, spouse or partner of a person with a disability; or
- ☐ I have low language, literacy, numeracy or digital skills; or
- ☐ I am affected by economic disadvantage – i.e. a person who is experiencing significant socio-economic hardship;
- ☐ I am a recipient of an eligible benefit, or a dependent child, spouse or partner of a recipient of an eligible benefit.

#### Applicable Benefits

- |                                       |                                     |
|---------------------------------------|-------------------------------------|
| Age Pension                           | Parenting Payment (Single)          |
| Austudy                               | Special Benefit                     |
| Carer Payment*                        | Veterans' Affairs Pensions          |
| Disability Support Pension            | Veterans' Children Education Scheme |
| Family Tax Benefit Part A (max. rate) | Youth Allowance                     |
| Farm Household Allowance              | Widow Allowance                     |
| Jobseeker Payment                     |                                     |

\*The Carer Payment is a specific benefit paid by the Commonwealth; this category does not include the Carer Allowance or Carer Adjustment Pay.

If you can say **Yes** to **Q1 & Q2** keep an eye out for courses marked with a **✓** you may be eligible for **fee free** training under **Adult & Community Education (ACE\*)** funding.

OR

### ✓ Targeted Skills for Small Business (TSB\*)

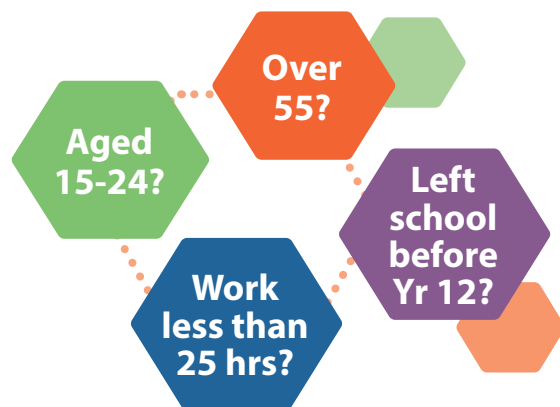
#### Q3. Can you answer **yes** to **one** of the options below?

- ☐ I am the owner of a small business
- or
- ☐ I am an employee of a small business

#### Note:

A small business is an enterprise with less than 20 full time equivalent (FTE) employees.

If you can say **Yes** to **Q1 & Q3** keep an eye out for courses marked with a **✓** you may be eligible for **fee free** training under **Targeted Skills for Small Business (TSB\*)** funding.



**\$0\*** if eligible for ACE funding, see above.



## INTRODUCTION TO COMPUTERS incl. myGov

**Do you have a computer but are confused and not even sure how to turn it on? This course could be for you.**

This course covers the very basics including:

- How to navigate around a computer
- How to search the internet
- How to use myGov

Numbers in the class are kept low, which enables the trainer to spend quality time with students. The course is fully funded however you do need to meet the Adult & Community Education (ACE) funding criteria on page 6.

**Cost: \$0** if eligible for ACE funding, see above.

Not suitable for Apple Mac Users.

Course Date	Time	Day	Location
7 Nov to 12 Dec 24	9.30am to 2.30pm	1 Thursday per week for 6 weeks	Brookvale Campus

BSBTEC101 Operate Digital Devices & BSBTEC203 Research using the Internet.

**For more information please contact:** Susan Wilkinson on 9970 1000 or email [vet@nbmc.nsw.edu.au](mailto:vet@nbmc.nsw.edu.au)



An enrolment form must be completed. If you require assistance completing the form, please join us at our

#### ENROLMENT SESSION:



**Wed 2 Oct 2024  
10am to 5pm  
L1/14 William St,  
Brookvale**

*This training is subsidised by the NSW Government.*

If you don't meet ACE funding criteria, or you would like a fee free basic computer course with a little more content, see Essential Computer Skills on pg.11.

\*ACE/TSB funded training is subsidised by the NSW Government.

# Start Small Finish Big

Not sure if a full qualification is right for you, why not try one of our accredited pathway courses, if successfully completed the units can be credited towards a full qualification. Those on pages 6 to 11 marked with a  or  are **fee free\*** for eligible students, check page 6 to see if you meet the criteria.


Not sure  
what to do?  
Try a Pathway  
Course

<ul style="list-style-type: none"> <li>Kickstart Your Small Business</li> <li>Video Marketing Your Business</li> <li>AI Essentials For Your Business</li> <li>Project Management Essentials</li> </ul>	BSB40320 Certificate IV in Entrepreneurship & New Business
<ul style="list-style-type: none"> <li>Introduction to Working in Health &amp; Aged Care</li> </ul>	CHC33021 Certificate III in Individual Support (Ageing or Disability)
<ul style="list-style-type: none"> <li>Introduction to Working in Health &amp; Aged Care</li> <li>Manage Behaviours of Concern</li> </ul>	HLT33115 Certificate III in Health Services Assistance; or HLT33021 Certificate III in Allied Health Assistance; or
<ul style="list-style-type: none"> <li>Intro. to Working for a Community Services Org.</li> <li>Build Your Networking Skills For Your Organisation</li> <li>Advocacy Skills Workshop</li> <li>Plan and Lead Group Activities</li> </ul>	CHC42021 Certificate IV in Community Services
<ul style="list-style-type: none"> <li>Advocacy Skills Workshop</li> <li>Plan and Lead Group Activities</li> </ul>	CHC51015 Diploma of Counselling
<ul style="list-style-type: none"> <li>Intro. to Working in Early Childhood Education &amp; Care</li> </ul>	CHC30121 Certificate III in Early Childhood Education and Care
<ul style="list-style-type: none"> <li>Introduction to School Based Education Support</li> </ul>	CHC40221 Certificate IV in School Based Education Support

## Pathway Courses in Childcare

Short Courses	Dates	Cost	Time	Location
 <b>NEW</b> <b>Introduction to Working in Early Childhood Education and Care</b> Are you considering a career change or exploring new professional avenues? This pathway course offers a unique opportunity to delve into the world of early childcare without making a full commitment. <b>Units:</b> HLTWHS001 Participate in workplace health and safety; CHCECE037 Support children to connect with the natural environment; CHCECE055 Meet legal & ethical obligations in children's education & care; CHCECE056 Work effectively in children's education and care; CHCPRT001 Identify and respond to children and young people at risk; HLTAID012 Provide First Aid in an Education and care setting.	<b>24 Oct to 13 Dec 24</b> 2 days per week - Thu & Fri - 8 weeks Trainer: Michelle Tasker  First aid (9am to 5pm) date options: Sat 9 November 2024 or Sat 30 November 2024	<del>\$1256</del> <b>\$685</b> gst exempt or <b>\$0*</b>	<b>9.15am - 2.45pm</b>	Brookvale Campus
 <b>NEW</b> <b>Introduction to Working in School Based Education Support</b> Are you passionate about making a difference in the lives of students and supporting teachers in the classroom? This pathway course is the perfect starting point to explore a fulfilling career in education. <b>Units:</b> CHCEDS033 Meet legal and ethical obligations in an education environment; HLTWHS001 Participate in workplace health and safety; CHCPRT001 Identify and respond to children and young people at risk; CHCDIV001 Work with diverse people; CHCEDS059 Contribute to the health, safety and wellbeing of students; HLTAID012 Provide First Aid in an Education and care setting.	<b>21 Oct to 10 Dec 24</b> 2 days per week - Mon & Tues - 8 weeks Trainer: Christine Van Leeuwin  First aid (9am to 5pm) date options: Sat 9 November 2024 or Sat 30 November 2024	<del>\$1256</del> <b>\$685</b> gst exempt or <b>\$0*</b>	<b>9.15am - 2.45pm</b>	Brookvale Campus

## Medical Receptionist

Short Courses	Dates	Cost	Time	Location
 <b>Medical Receptionist</b> - This course will provide you with the foundation skills for your new career as a medical receptionist. <b>Units:</b> BSBMED301 Interpret & apply medical terminology appropriately; BSBMED302 Prepare & process medical accounts; BSBMED303 Maintain patient records; BSBMED305 Apply the principles of confidentiality, privacy & security within the medical environment. <b>Pre-requisite:</b> Confident keyboarding & MS Word knowledge essential.	<b>14 Oct to 3 Dec 24</b> 2 days per week - Mon & Tues - 4 x Mondays & 8 x Tuesdays	<del>\$1464</del> <b>\$799</b> gst exempt or <b>\$0*</b>	<b>9.00am - 2.30pm</b>	Brookvale Campus

More fully funded short courses are available on pages 8 to 11, look for  ACE\* or  TSB\*.






\*ACE/TSB funded training is subsidised by the NSW Government.



# Pathway Courses in Health & Community Services

Short Courses	Dates	Cost	Time	Location
 <b>Introduction to Working for a Community Services Organisation</b> - This course is designed to give you a taste of what it is like working for a community services organisation and a rewarding career in community services. <b>Units:</b> CHCADV001 Facilitate the interests and rights of clients; CHCCOM002 Use communication to build relationships; HLTWHS002 Follow safe work practices for direct client care.	<b>21 Oct to 25 Nov 24</b> 1 evening per week - Mondays - 6 weeks Trainer: Anne-Louise James	\$440 gst exempt or \$0*	<b>5.30pm - 8.30pm</b>	Zoom
 <b>NEW Introduction to Working in Health &amp; Aged Care</b> - Turn your passion for helping others into a qualified career in the healthcare sector. This pathway course will introduce you to the skills and knowledge to combine with your natural empathy as you support patients with healthcare needs. Work could involve multiple areas such as aged care, nursing assistance and allied health. <b>Units:</b> CHCCOM005 Communicate and work in health or community services; CHCDIV001 Work with diverse people; CHCMHS001 Work with people with mental health issues; HLTAID011 Provide First Aid.	<b>5 Nov to 28 Nov 24</b> 2 days per week - Tue & Thu - 4 weeks Trainer: Jo Neophyton & Fiona Hall	\$440 gst exempt or \$0*	<b>9.30am - 2.30pm</b>	Brookvale Campus
 <b>NEW Build Your Networking Skills for Your Organisation</b> - Learn how to identify, collaborate and maintain networking relationships in your workplace. <b>Unit:</b> CHCPRP001 Develop and maintain networks and collaborative partnerships.	<b>5 Nov &amp; 12 Nov 24</b> 1 evening per week - Tuesdays - 2 weeks Trainer: Anne-Louise James	\$160 gst exempt or \$0*	<b>5.30pm - 8.30pm</b>	Zoom
 <b>Advocacy Skills Workshop</b> - This short course reflects the skill requirements for work in advocating, or representing, clients in the health or community sector. <b>Units:</b> CHCADV001 Facilitate the interests & rights of clients; CHCADV002 Provide advocacy & representation services.	<b>31 Oct to 21 Nov 24</b> 1 evening per week - Thursdays - 4 weeks Trainer: Sally Cornelius	\$310 gst exempt or \$0*	<b>5.00pm - 8.00pm</b>	Brookvale Campus
 <b>Manage Behaviours of Concern</b> - Acquire the skills and knowledge to respond effectively to behaviours of concern of people. <b>Unit:</b> CHCCS020 Respond effectively to behaviours of concern.	<b>Tues 10 Dec &amp; Thurs 12 Dec 24</b> 2 sessions Trainer: Jo Neophyton	\$240 gst exempt or \$0*	<b>9.30am - 2.30pm</b>	Brookvale Campus
 <b>Plan and Lead Group Activities</b> - Learn how to work collaboratively with groups with diverse participant backgrounds to properly plan and identify resources required for group activities. You will also learn how to facilitate the group activities utilising effective communication and interpersonal skills. <b>Unit:</b> CHCGRP002 Plan and conduct group activities.	<b>20 Nov &amp; 27 Nov 24</b> 1 day per week Wednesday - 2 weeks Trainer: Jo Neophyton	\$160 gst exempt or \$0*	<b>10.00am - 1.00pm</b>	Brookvale Campus


# Pathway Courses for Business

Short Course	Dates	Cost	Time	Location
 <b>Kickstart Your New Business</b> - This dynamic course equips students with the essential tools to craft a robust business plan and develop the skills needed to successfully launch and promote a brand that stands out in today's competitive marketplace. <b>Units:</b> BSBESB301 Investigate business opportunities; BSBESB302 Develop and present business proposals.	<b>17 Oct to 19 Dec 24</b> 1 evening per week - Thur - 10 weeks Trainer: Philip John	\$732 gst exempt or \$0*	<b>6.00pm - 9.00pm</b>	Zoom
 <b>Video Marketing Your Business</b> - From scripting and shooting to editing and distribution, gain practical skills to showcase your products or services effectively using the power of video making. Unlock the power of visual storytelling to elevate your brand and attract customers. <b>Unit:</b> CUADIG311 Prepare video assets.	<b>19 Oct to 2 Nov 24</b> Saturdays - mixed sessions - see times. Trainer: Philip John	\$300 gst exempt or \$0*	<b>19 Oct - 9.30am - 12.30pm</b> <b>26 Oct - 9.30am - 3.30pm</b> <b>2 Nov - 9.30am - 12.30pm</b>	Zoom Brookvale Campus Zoom
 <b>Project Management Essentials</b> - Whether you're new to project management or seeking to enhance your skills, this course equips you with the essential tools and techniques to lead projects with confidence and efficiency. Join us and unlock the key to driving project success in any industry or sector. <b>Unit:</b> BSBPMG430 Undertake project work.	<b>25 Oct to 22 Nov 24</b> 1 evening per week - Fri - 5 weeks Trainer: Darius Manaois	\$380 gst exempt or \$0*	<b>6.00pm - 9.00pm</b>	Zoom
 <b>AI Essentials for Your Business</b> - Unlock the power of AI in our interactive short course designed for entrepreneurs, business owners, and professionals alike. Through hands-on activities, learn how AI can swiftly turn your ideas with automating tasks to save you time and money. <b>Unit:</b> BSBTEC403 Apply digital solutions to work processes.	<b>1 Nov to 29 Nov 24</b> 1 day per week - Fridays - 5 weeks Trainer: Philip John	\$380 gst exempt or \$0*	<b>9.30am - 12.30pm</b>	Zoom
 <b>Creating a Website for Your Business</b> - Learn essential principles, master AI tools, and create dynamic, user-friendly websites to enable your customers to find you. Unleash your creativity to explore new ways to define your brand and give your business an online presence.	<b>23 Nov to 7 Dec 24</b> 3 consecutive Saturdays Trainer: Marianna Cheklin	\$380 gst exempt or \$0*	<b>9.30am - 3.00pm</b>	Brookvale Campus
<b>Beginners Guide to Social Media Marketing Using AI</b>		See page 11 for details.		
<b>Beyond the Basics: Mastering AI Tools for Your Business</b>		See page 11 for details.		

Note: For above classes held via Zoom, please check our website for computer requirements. For those held at our Brookvale Campus students are required to bring their own laptop or tablet to enable them to complete assessments in class.

\* ACE / TSB funded training is subsidised by the NSW Government.

 **Funded courses available** Courses that display the green/orange tick are available for funded positions and may be subsidised by the NSW Government, subject to eligibility. See page 6 for eligibility criteria.

 Courses displaying this symbol are Accredited & incl. assessments.

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COURSE	COST	DATE	SESSIONS	TIME	TRAINER	LOCATION
<b>Business &amp; Money Matters</b>						
Import /Export Workshop <i>*Cost of manual included</i>	\$195* gst exempt	Wed 06 Nov & 13 Nov	2	6.00pm - 9.00pm	Corinne Campbell	Zoom
Share Market Investing for Beginners	\$105 inc gst	Tue 19 Nov & 26 Nov	2	6.30pm - 8.30pm	Rodney Walker	Brookvale Campus
	\$105 inc gst	Mon 25 Nov & 02 Dec	2	6.30pm - 8.30pm	Rodney Walker	Brookvale Campus
Radio Workshop	\$195 gst exempt	Sat 26 Oct	1	9.00am - 4.00pm	Andrew Goodman Jones	Radio Nrthn Beaches

## English Language - \$0\* if English is your second language

✓ English Conversation Skills for Everyday Life	\$0*	Mon 28 Oct	6	9.15am - 11.45am	Julian Lancey	Brookvale Campus
✓ English Reading & Writing Skills for Beginners	\$0*	Mon 28 Oct	6	12.00pm - 2.30pm	Julian Lancey	Brookvale Campus

\*If eligible for ACE funded training, see page 6 for details. Please note: An enrolment form must be completed. If you require assistance completing the form, please join us at our College Information Day: Wed 2 Oct 2024 | 10am to 5pm | L1/14 William Street, Brookvale

## Work & Life Skills

✓ Accidental Counselling <i>CHCCCS019 Recognise &amp; respond to crisis situations</i>	\$238 gst exempt or \$0*	Wed 30 Oct & 6 Nov	2	9.30am - 2.30pm	Jo Neophyton	Brookvale Campus
Active Listening Skills	\$70 gst exempt	Mon 18 Nov	1	10.00am - 1.00pm	Jo Neophyton	Zoom
<b>NEW</b> Coordinate & Supervise Volunteers for Your Organisation	\$188 gst exempt	Thur 24 Oct & 31 Oct	2	9.30am - 2.30pm	Tammy Steele	Brookvale Campus
<b>NEW</b> Help Build Happier & Healthier Relationships	\$188 gst exempt	Fri 15 Nov & 22 Nov	2	9.30am - 2.30pm	Jo Neophyton	Brookvale Campus
✓ Medical Terminology <i>BSBMED301 Interpret &amp; apply medical terminology appropriately</i>	\$240 gst exempt or \$0*	Tue 3 Dec & Thur 5 Dec	2	9.30am - 2.30pm	Jo Neophyton	Brookvale Campus
✓ Prevent and Manage Personal Stress at Work <i>HLTWHS006 Manage personal stressors in the work environment</i>	\$240 gst exempt or \$0*	Tue 5 Nov & 12 Nov	2	9.30am - 2.30pm	Helen Thornton	Zoom
✓ Resume Writing & Job Interview Skills <i>FSKLRG007 Use strategies to identify job opportunities; FSKOCM004 Use oral communication skills to participate in workplace meetings.</i>	\$275 gst exempt	Wed 30 Oct, 6 Nov & 13 Nov	3	9.30am - 1.30pm	Helen Thornton	Brookvale Campus
Steps to Making a Referral for Support for a Friend	\$30 gst exempt	Mon 25 Nov	1	10.00am - 11.00am	Jo Neophyton	Zoom
✓ Supporting People with Mental Illness <i>CHCMHS001 Work with people with mental health issues</i>	\$220 gst exempt or \$0*	Tue 19 Nov, 26 Nov & 3 Dec	3	6.00pm - 9.00pm	Anne-Louise James	Brookvale Campus

\*If eligible for ACE/TSB funded training, see page 6 for details.

### CHILD PROTECTION

Adults who work or volunteer in child-related services require the necessary knowledge and skills to recognise specific signs and symptoms that indicate a child in your care may be at risk of harm, as well as how to accurately report to and collaborate with relevant authorities, and finally how to support a child throughout the process.

**Unit:** CHCPRT025 Identify and report children and young people at risk.

**Cost:** \$160 gst exempt or \$0\*

**Date:** Sat 9 Nov 2024 | **Time:** 9.00am - 4.00pm | **Location:** Brookvale Campus



#### Pre-requisites:

- Pre-course work must be completed prior to attending on the day.

### FIRST AID

We deliver first aid classes all year round, please check our website for class dates.

**HLTAID009 Provide Cardiopulmonary Resuscitation**

- \$75 gst exempt | 9.00am - 12.30pm

**HLTAID011 Provide First Aid (includes CPR)**

- \$150 gst exempt | 9.00am - 5.00pm

**HLTAID012 Provide First Aid in an Education & Care Setting (includes CPR)**

- \$160 gst exempt | 9.00am - 5.00pm



#### Pre-requisites:

- Pre-course work
- Practical demonstration (whilst kneeling on the floor) of CPR on a manikin



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**Tech Savvy Seniors FUNDED!** Tech Savvy Seniors is a NSW Government initiative in partnership with Telstra. Eligibility for a position includes being an Australian citizen/permanent resident and aged 60+ (or Aboriginal Seniors aged from 50+). Evidence must be produced on the first session of the class. To book a position please phone 9970 1000 or visit our website. For full course descriptions visit our website - nbmc.nsw.edu.au



COURSE	COST	DATE	SESSIONS	TIME	TRAINER	LOCATION
Sharing Photos & Other Attachments Online <i>Prerequisite: Must have email and Facebook account.</i>	\$10 gst exempt	Mon 18 Nov	1	9.30am - 1.00pm	Laurel Trim	Brookvale Campus
Stay In Touch Using Zoom	\$10 gst exempt	Tues 19 Nov	1	9.30am - 1.00pm	TBA	Brookvale Campus
Introduction to iPhones Beginners <i>Prerequisite: Please bring a charged Apple iPhone with the latest IOS software update installed</i>	\$10 gst exempt	Wed 20 Nov	1	9.30am - 1.00pm	Laurel Trim	Brookvale Campus
Introduction to Online Shopping	\$20 gst exempt	Mon 25 Nov	1	9.30am - 2.00pm	Laurel Trim	Brookvale Campus
Introduction to Facebook <i>Prerequisite: Must have a Facebook account (if you require assistance creating an account, please contact the College at least 48 hours prior to course start date).</i>	\$10 gst exempt	Tues 26 Nov	1	9.30am - 1.00pm	TBA	Brookvale Campus
Introduction to iPads Beginners <i>Prerequisite: Please bring a charged Apple iPad with the latest IOS software update installed</i>	\$10 gst exempt	Wed 27 Nov	1	9.30am - 1.00pm	Laurel Trim	Brookvale Campus
How to Stay Safe Online	\$20 gst exempt	Wed 04 Dec	1	9.30am - 2.00pm	Laurel Trim	Brookvale Campus

NB: Stairs only, no lift access at Brookvale Campus

## Computers for Over 60s

**Under 60s can attend at an additional 10% per course.** When enrolling in courses in this section you must quote your NSW Seniors Card or Pension number on enrolment. There are no further concessions on these courses.

Understanding Your Computer Files & Folders <i>Prerequisite: Knowledge of MS Windows.</i>	\$85 gst exempt	Fri 18 Oct	1	9.30am - 1.30pm	Laurel Trim	Brookvale Campus
Gmail for Beginners <i>Prerequisite: Basic mouse skills.</i>	\$85 gst exempt	Fri 22 Nov	1	9.30am - 1.30pm	Laurel Trim	Brookvale Campus
Introduction to Windows 11 <i>Prerequisite: Basic mouse skills.</i>	\$153 gst exempt	Fri 25 Oct	2	9.30am - 1.30pm	Laurel Trim	Brookvale Campus

## Microsoft Office

### Word

Word Introduction	\$395 gst exempt	Thur 17 Oct	3	9.30am - 2.30pm	Laurel Trim	Brookvale Campus
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BSBWRT311 Write Simple documents Manual/notes provided. Prerequisite: Confident keyboarding and basic Windows PC & file management skills.

### Excel

Excel for Business Introduction	\$395 gst exempt	Tues 29 Oct	3	9.30am - 2.30pm	Julian Lancey	Brookvale Campus
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BSBTCE302 Design and produce spreadsheets. Manual/notes provided. Prerequisite: Confident keyboarding and basic Windows PC & file management skills.

### PowerPoint

PowerPoint for Business Introduction	\$395 gst exempt	Thur 17 Oct	3	9.30am - 2.30pm	Laurel Trim	Brookvale Campus
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BSBTCE303 Create electronic presentations. Manual/notes provided. Prerequisite: Confident keyboarding and basic Windows PC & file management skills.

### Outlook

Introduction to Outlook - Email, Contacts & Calendar	\$265 gst exempt	Fri 08 Nov	2	9.30am - 2.30pm	Laurel Trim	Brookvale Campus
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BSBOPS303 Organise schedules. Manual/notes provided. Prerequisite: Confident keyboarding skills.




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COURSE	COST	DATE	SESSIONS	TIME	TRAINER	LOCATION
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## Office Skills

 Touch Typing for Adults	\$355 gst exempt	Wed 16 Oct	5	9.30am - 12.00pm	Margaret Delloso	Brookvale Campus
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FSKDIG001 Use digital technology for short and basic workplace tasks. Prerequisite: Basic internet, keyboard and mouse skills.

## Zoom


 Hosting Zoom Meetings for Business/ Training	\$160 gst exempt	Fri 06 Dec	1	9.00am - 3.30pm	Philip John	Zoom
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BSBTEC202 Use digital technologies to communicate. Prerequisites: Familiar with attending Zoom meetings.

## Social Media

 Beginners Guide to Social Media Marketing Using AI	\$160 gst exempt	Sat 16 Nov	1	9.00am-3.30pm	Philip John	Brookvale Campus
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Please see website for prerequisites.

 Beyond the Basics: Mastering AI Tools for Your Business	\$160 gst exempt	Sat 23 Nov	1	9.00am-3.30pm	Philip John	Brookvale Campus
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Please see website for prerequisites.

Canva Beginners for Social Media	\$120 gst exempt	Mon 21 Oct	1	9.30am - 2.30pm	Sarah Lorien	Brookvale Campus
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Prerequisite: Confident computer skills.

Canva Intermediate	\$120 gst exempt	Mon 28 Oct	1	9.30am - 2.30pm	Sarah Lorien	Brookvale Campus
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Prerequisites: Requires Canva Pro subscription. Must be familiar with Canva.

## Adobe Graphic Design

Photoshop CC Introduction	\$160 gst exempt	Wed 23 Oct	3	6.15pm - 9.15pm	TBA	Brookvale Campus
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Manual/notes provided. Prerequisite: Confident user of Windows or Mac, good Windows file management skills.

Photoshop CC Level 1	\$485 gst exempt	Wed 23 Oct	7	6.15pm - 9.15pm	TBA	Brookvale Campus
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Manual/notes provided. Prerequisite: Confident user of Windows or Mac, good Windows file management skills and access to Photoshop at home or work.

InDesign CC Level 1	\$543 gst exempt	Mon 21 Oct	7	6.15pm - 9.15pm	TBA	Brookvale Campus
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Manual/notes provided. Prerequisite: Confident user of Windows or Mac, user of Word & good Windows file management skills.

Illustrator CC Level 1	\$543 gst exempt	Thur 24 Oct	7	6.15pm - 9.15pm	TBA	Brookvale Campus
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Manual/notes provided. Prerequisite: Confident user of Windows or Mac, good Windows file management skills.

## FEE FREE - Essential Computer Skills

FSK10219 Certificate I in Skills for Vocational Pathways

**This course is suitable for those who need basic Windows, Word, Excel, Internet, Email and Zoom skills to help them in the workplace or to enrol in further training.**

Talk to us about enrolling in this **fully funded** computer course. Not only will you be able to upgrade your skills, once completed, you will have a nationally recognised VET Accredited Certificate to add to your resumé.

**Pre-requisite:** Basic keyboarding and mouse skills.

**Cost: \$0** if you can say yes to the statements to the right, you are eligible.

Date	Time	Day	Sessions	Location
14 Oct to 09 Dec 24	5.30pm to 9.00pm	Mon & Wed plus 1 x Saturday*	2 evenings per week - 9 weeks	Brookvale Campus

\*includes 1 x Saturday 19 Oct (9.00am to 4pm)

Flexible, weekly directed self-study hours required. This training is subsidised by the NSW Government.



**Not suitable for Apple Mac Users.**

### Eligibility Criteria:

- I am an Australian Citizen/ Permanent Resident/NZ citizen/ Humanitarian visa holder or a partner visa holder whose sponsor is a humanitarian visa holder, &
- I am aged 15 years or older, and
- I am no longer at school (excluding registered home schooled), and
- I live or work in NSW

**For more information, & an enrolment form, call Mairead O'Leary on 9970 1001 or email [mairead@nbmc.nsw.edu.au](mailto:mairead@nbmc.nsw.edu.au)**



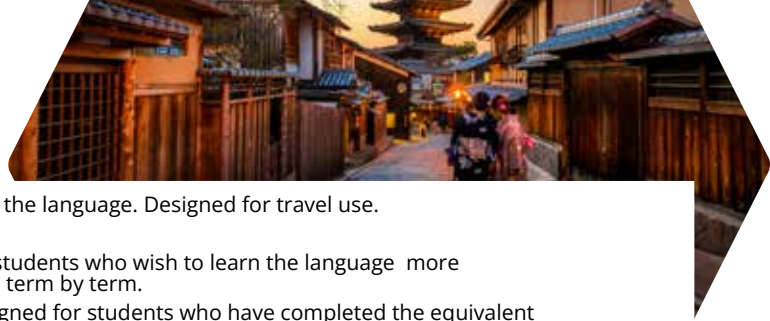
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## Travellers Stage 1

## Travellers Stage 2

## Beginners Stages 1, 2, 3, 4

## Intermediate Stages 1, 2, 3, 4

## Advanced Conversation

For students with little or no knowledge of the language. Designed for travel use.

Continuation from Stage 1.

(Duration of each Stage is one term) - For students who wish to learn the language more comprehensively over a year. Enrolment is term by term.

(Duration of each Stage is one term) - Designed for students who have completed the equivalent of one year of language. Continuation of grammar, vocabulary and conversation. Enrolment is term by term.

For students who can interact with a good degree of fluency. Emphasis is on conversation.

Please visit the website for more detailed information on the different levels and to check which course is most appropriate for your needs.

Purchase of a textbook may be required (approx \$60).

COURSE	COST	DATE	SESSIONS	TIME	TRAINER	LOCATION
French Beginners Stage 2	\$340 inc gst	Mon 21 Oct	8	1.00pm - 3.00pm	Nicole Laugier	St Lukes Mosman
French Beginners Stage 4	\$340 inc gst	Mon 21 Oct	8	3.30pm - 5.30pm	Nicole Laugier	St Lukes Mosman
French Intermediate Stage 1	\$340 inc gst	Mon 21 Oct	8	10.00am - 12.00pm	Dominique Partridge	St Lukes Mosman
French Intermediate Stage 3	\$340 inc gst	Mon 21 Oct	8	6.00pm - 8.00pm	Nicole Laugier	St Lukes Mosman
French Intermediate Stage 4	\$340 inc gst	Tue 22 Oct	8	12.30pm - 2.30pm	Nicole Laugier	Cammeray Golf Club
French Advanced Conversation	\$465 inc gst	Tue 22 Oct	8	9.30am - 12.00pm	Nicole Laugier	Cammeray Golf Club

## French

## Italian

Italian Travellers Stage 1	\$340 inc gst	Tue 22 Oct	8	3.00pm - 5.00pm	Francesca Modica	Brookvale Campus
	\$340 inc gst	Tue 22 Oct	8	6.00pm - 8.00pm	Francesca Modica	Brookvale Campus
	\$340 inc gst	Wed 23 Oct	8	10.00am - 12.00pm	Francesca Modica	Brookvale Campus
Italian Travellers Stage 2	\$340 inc gst	Wed 23 Oct	8	1.30pm - 3.30pm	Francesca Modica	Brookvale Campus

*Prerequisite: Italian Travellers Stage 1 or equivalent*

## Japanese

Japanese Beginners Stage 1	\$340 inc gst	Mon 21 Oct	8	6.30pm - 8.30pm	Mami Himura Cheng	Brookvale Campus
Japanese Beginners Stage 2	\$340 inc gst	Thur 24 Oct	8	6.30pm - 8.30pm	Mami Himura Cheng	Brookvale Campus

## Mandarin

Mandarin Beginners Stage 1	\$340 inc gst	Wed 23 Oct	8	6.30pm - 8.30pm	Linda Bennett	Brookvale Campus
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## Spanish

Spanish Travellers Stage 1	\$340 inc gst	Mon 28 Oct	8	5.30pm - 7.30pm	Ariana Lancey	Brookvale Campus
Spanish Travellers Stage 2	\$340 inc gst	Mon 28 Oct	8	7.30pm - 9.30pm	Ariana Lancey	Brookvale Campus
Spanish Conversation Level 2a	\$340 inc gst	Tue 22 Oct	8	12.00pm - 2.00pm	Elizabeth Holgado-Vente	St Lukes Mosman

## German

German Travellers Stage 1	\$340 inc gst	Wed 23 Oct	8	6.30pm - 8.30pm	Wolfgang Mueller	Brookvale Campus
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## Auslan 1

Introduction to Auslan 1	\$340 inc gst	Check website.	8	6.30pm - 8.30pm	TBA	Brookvale Campus
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## English Language - \$0\* if English is your second language

✓ English Conversation Skills for Everyday Life	\$0*	Mon 28 Oct	6	9.15am - 11.45am	Julian Lancey	Brookvale Campus
✓ English Reading & Writing Skills for Beginners	\$0*	Mon 28 Oct	6	12.00pm - 2.30pm	Julian Lancey	Brookvale Campus

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COURSE	COST	DATE	SESSIONS	TIME	TRAINER	LOCATION
<b>Drawing &amp; Painting</b>						
Botanical Art	\$310 inc gst	Tue 22 Oct	5	10.00am - 1.00pm	Penny Walton	Mackie Lane Community Garden
Drawing for Beginners to Intermediate	\$330 inc gst	Mon 21 Oct	8	6.30pm - 8.30pm	Jennifer Rosnell	Brookvale Campus
Drawing: Beginners to Intermediate	\$340 inc gst	Mon 21 Oct	8	2.15pm - 4.15pm	John Wells	Tramshed Narrabeen
Drawing for Beginners Weekend Workshop	\$257 inc gst	Sat 30 Nov & Sun 1 Dec	2	10.00am - 4.00pm	John Wells	Brookvale Campus
	\$257 inc gst	Sat 16 Nov & Sun 17 Nov	2	10.00am - 4.00pm	John Wells	St Lukes Mosman
Intro to Drawing & Painting One Day Workshop	\$135 inc gst	Sat 02 Nov	1	10.00am - 4.00pm	David Pavich	St Lukes Mosman
Drawing With Pen & Wash	\$330 inc gst	Thur 24 Oct	8	10.30am - 12.30pm	Susan Bernasconi	St Lukes Mosman
Drawing With Pen & Wash: One Day Workshop	\$114 inc gst	Sat 09 Nov	1	11.00am - 4.00pm	Susan Bernasconi	St Lukes Mosman
<b>NEW</b> Upcycling Wall Art for Your Home: Seascapes Workshop	\$160 inc gst	Sat 09 Nov & Sat 23 Nov	2	09 Nov: 9.30am - 11.30am 23 Nov: 9.30am - 1.30pm	Julie Lindfield	Brookvale Campus
Ways With Watercolour: One Day Workshop	\$114 inc gst	Sat 23 Nov	1	11.00am - 4.00pm	Susan Bernasconi	St Lukes Mosman
Watercolour: Beginners	\$474 inc gst	Mon 14 Oct	9	11.30am - 2.00pm	John Wells	Tramshed Narrabeen
	\$474 inc gst	Tue 15 Oct	9	11.00am - 1.30pm	John Wells	Collaroy Swim Club Community Centre
Watercolour: Beginners Weekend Workshop	\$257 inc gst	Sat 23 Nov & Sun 24 Nov	2	10.00am - 4.00pm	John Wells	Brookvale Campus
	\$257 inc gst	Sat 07 Dec & Sun 08 Dec	2	10.00am - 4.00pm	John Wells	St Lukes Mosman
Watercolour: Intermediate <i>Prerequisite: Watercolour Beginners or equivalent</i>	\$422 inc gst	Mon 21 Oct	8	11.30am - 2.00pm	John Wells	Tramshed Narrabeen
	\$422 inc gst	Tue 22 Oct	8	11.00am - 1.30pm	John Wells	Collaroy Swim Club Community Centre
Ways With Watercolour	\$330 inc gst	Fri 25 Oct	8	10.30am - 12.30pm	Susan Bernasconi	St Lukes Mosman
<b>Crafts &amp; Fashion</b>						
Absolutely Fabulous Colour Analysis	\$230 inc gst	Sat 30 Nov	1	10.00am - 2.30pm	Sharron Del Wakely	St Lukes Mosman
Absolutely Fabulous Personal Style Analysis	\$230 inc gst	Sat 26 Oct	1	10.00am - 2.30pm	Sharron Del Wakely	St Lukes Mosman
Crochet for Beginners	\$215 inc gst	Tue 05 Nov	4	6.00pm - 8.30pm	Payal Bhargava	Brookvale Campus
	\$215 inc gst	Wed 06 Nov	4	5.00pm - 7.30pm	Payal Bhargava	St Lukes Mosman
Slow Crochet- Calming Crochet for Beginners	\$215 inc gst	Wed 30 Oct	4	10.00am - 12.30pm	Payal Bhargava	Brookvale Campus
Tunisian Crochet - Beginners	\$215 inc gst	Thur 07 Nov	4	6.00pm - 8.30pm	Payal Bhargava	Brookvale Campus
General Sewing - Beginners	\$309 inc gst	Wed 30 Oct	5	1.30pm - 4.30pm	Bronnie Zervos	Brookvale Campus
	\$361 inc gst	Tue 22 Oct	7	6.15pm - 8.45pm	Pippa May	Brookvale Campus
	\$361 inc gst	Wed 23 Oct	7	6.15pm - 8.45pm	Pippa May	Brookvale Campus
	\$330 inc gst	Thur 24 Oct	8	7.00pm - 9.00pm	Pippa May	St Lukes Mosman
General Sewing - Intermediate	\$309 inc gst	Wed 30 Oct	5	10.00am - 1.00pm	Bronnie Zervos	Brookvale Campus
	\$330 inc gst	Mon 21 Oct	4	1.00pm - 5.00pm	Pippa May	Brookvale Campus
General Sewing- Beginner and Intermediate One Day Workshop	\$135 inc gst	Sat 09 Nov	1	10.00am - 4.00pm	Pippa May	Brookvale Campus
	\$135 inc gst	Sat 23 Nov	1	10.00am - 4.00pm	Pippa May	Brookvale Campus
Pottery on the Wheel	\$485 inc gst	Wed 23 Oct	8	6.00pm - 8.30pm	Sally Howe	Tramshed Narrabeen
Pottery (Handbuilding & Beginners Wheel)	\$485 inc gst	Mon 21 Oct	8	6.30pm - 9.00pm	Bridget Willis	Forestville Arts Ctre
	\$485 inc gst	Tue 22 Oct	8	6.30pm - 9.00pm	Evan Davis	Forestville Arts Ctre
	\$485 inc gst	Thur 24 Oct	8	6.30pm - 9.00pm	Sally Howe	Forestville Arts Ctre
<b>Photography</b>						
Digital SLR Photography Introduction	\$371 inc gst	Mon 21 Oct	7	6.30pm - 9.00pm	Julie Crespel	Brookvale Campus
	\$381 inc gst	Fri 25 Oct	6	10.00am - 1.00pm	Julie Crespel	Brookvale Campus
	\$381 inc gst	Wed 23 Oct	6	10.00am - 1.00pm	Julie Crespel	St Lukes Mosman

## Home & Garden

Backyard Beekeeping	\$145 inc gst	Sun 10 Nov	1	10.00am - 4.00pm	Judith Sleijpen	St Lukes Mosman
Organic Gardening	\$145 inc gst	Sun 03 Nov	1	10.00am - 4.00pm	Judith Sleijpen	St Lukes Mosman
Furniture Restoration & French Polishing	\$340 inc gst	Sat 16 Nov	4	9.30am - 1.30pm	Rick Tailby	Tramshed Narrabeen
Gardening for Beginners	\$145 inc gst	Sun 20 Oct	1	10.00am - 4.00pm	Judith Sleijpen	St Lukes Mosman
Garden Design in Small & Large Spaces	\$145 inc gst	Sun 27 Oct	1	10.00am - 4.00pm	Judith Sleijpen	St Lukes Mosman
Interior Design - The Basics	\$360 inc gst	Tue 15 Oct	7	6.30pm - 9.00pm	Fiona Barry	Brookvale Campus
Plant Propagation	\$145 inc gst	Sun 01 Dec	1	10.00am - 4.00pm	Judith Sleijpen	St Lukes Mosman
Property Styling for Living or Selling	\$164 inc gst	Sat 09 Nov	1	9.30am - 4.30pm	Fiona Barry	Brookvale Campus

## Music & Singing

African Drumming Workshop	\$140 inc gst	Sun 20 Oct	1	9.00am - 12.30pm	Sal Salem	Tramshed Narrabeen
Guitar: Beginners Level 1	\$160 inc gst	Wed 23 Oct	7	6.00pm - 7.00pm	Mark Broughton	Brookvale Campus
	\$175 inc gst	Wed 23 Oct	8	7.30pm - 8.30pm	Brenton White	St Lukes Mosman
Guitar: Beginners Level 2	\$160 inc gst	Wed 23 Oct	7	7.00pm - 8.00pm	Mark Broughton	Brookvale Campus
Piano for Beginners	\$299 inc gst	Wed 23 Oct	9	12.30pm - 1.30pm	Tilly Cantrill	Jamm Music Collaroy
Singing Fundamentals	\$330 inc gst	Tue 22 Oct	8	6.30pm - 8.30pm	Robin McInnes	St Lukes Mosman
The Ukulele Stage 1	\$145 inc gst	Wed 23 Oct	6	8.35pm - 9.35pm	Brenton White	St Lukes Mosman
The Ukulele Stage 2	\$145 inc gst	Wed 23 Oct	6	8.00pm - 9.00pm	Mark Broughton	Brookvale Campus

### SHORT COURSES

## Lifestyle



COURSE	COST	DATE	SESSIONS	TIME	TRAINER	LOCATION
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### Leisure

Book Group - Reading For Pleasure	\$247 inc gst	Tues 22 Oct	8	10.00am - 11.30am	Margaret Baird	St Lukes Mosman
<b>NEW</b> Becoming an Author: Beyond the Writing	\$105 inc gst	Tues 22 Oct	2	6.30pm - 8.30pm	Amy Hutton	Brookvale Campus
	\$105 inc gst	Thur 24 Oct	2	6.30pm - 8.30pm	Amy Hutton	St Lukes Mosman
<b>NEW</b> Dogs Matter - Canine First Aid	\$135 inc gst	Sat 16 Nov	1	9.00am - 12.00pm	Narelle Brown & Julie Quinn	St Lukes Mosman
	\$135 inc gst	Sat 30 Nov	1	9.00am - 12.00pm	Narelle Brown & Julie Quinn	Brookvale Campus
<b>NEW</b> Dogs Matter - Separation Anxiety and Other Stressors	\$115 inc gst	Sat 16 Nov	1	12.30pm - 3.00pm	Narelle Brown & Julie Quinn	St Lukes Mosman
	\$115 inc gst	Sat 30 Nov	1	12.30pm - 3.00pm	Narelle Brown & Julie Quinn	Brookvale Campus

## Health, Fitness, Mind & Soul

Adult Learn to Horse Ride – Immersive Course	\$660 inc gst	Mon 11 Nov	4	12.00pm - 2.00pm	MC Equestrian Riding School	
	\$660 inc gst	Wed 13 Nov	4	6.30pm - 8.30pm	MC Equestrian Riding School	
Ballet For The Over 50s	\$190 inc gst	Mon 14 Oct	10	7.30pm - 8.30pm	Lisa Peresan	Manly Presb. Church Hal
	\$190 inc gst	Tue 15 Oct	10	1.00pm - 2.00pm	Lisa Peresan	Manly Presb. Church Hal
Group Reformer and Matwork Combination <i>Prerequisite: Students must be fit &amp; healthy with no injuries or conditions.</i>	\$190 inc gst	Wed 16 Oct	10	7.00am - 8.00am	Lisa Peresan	Turning Pointe Pilates
	\$190 inc gst	Thur 17 Oct	10	6.00pm - 7.00pm	Lisa Peresan	Turning Pointe Pilates
Qigong by the Lake - Experience the Art of Mindful Movement	\$210 inc gst	Tue 22 Oct	8	9.30am - 10.45am	Fiona Mackillop	Bilarong Reserve
Mindful Yoga	\$280 inc gst	Wed 23 Oct	8	4.00pm - 5.30pm	Kathy Penn	Mosman Village Church
Pilates	\$190 inc gst	Mon 14 Oct	10	6.30pm - 7.30pm	Lisa Peresan	Manly Presb. Church Hal
<b>NEW</b> Pilates Matwork	\$190 inc gst	Fri 18 Oct	10	7.00am - 8.00am	Lisa Peresan	Turning Pointe Pilates
	\$190 inc gst	Sat 19 Oct	10	8.00am - 9.00am	Lisa Peresan	Turning Pointe Pilates
<b>NEW</b> Pilates/Yoga Fusion	\$190 inc gst	Mon 14 Oct	10	8.00am - 9.00am	Lisa Peresan	Turning Pointe Pilates
Tai Chi	\$207 inc gst	Tue 22 Oct	8	8.45am - 9.45am	Tod Thompson	Mosman Village Church
Yoga for The Over 40s	\$324 inc gst	Wed 16 Oct	10	8.30am - 10.00am	Bernadette O'Donnell	Mosman Village Church
Yoga for The Over 50s	\$324 inc gst	Mon 14 Oct	10	10.00am - 11.30am	Bernadette O'Donnell	Mosman Village Church
	\$324 inc gst	Tue 15 Oct	10	10.00am - 11.30am	Bernadette O'Donnell	Mosman Village Church
	\$324 inc gst	Thu 17 Oct	10	10.00am - 11.30am	Bernadette O'Donnell	Mosman Village Church
Yoga for The Over 50s Holiday Workshop	\$120 inc gst	Mon 06 Jan 25	3	10.00am - 11.30am	Bernadette O'Donnell	Mosman Village Church
	\$145 inc gst	Thur 09 Jan 25	4	10.00am - 11.30am	Bernadette O'Donnell	Mosman Village Church



COURSE	COST	DATE	SESSIONS	TIME	TRAINER	LOCATION
<b>NEW</b> Christmas Fruitcake Marzipan Fondant Decorating Workshop	\$135 inc gst	Sat 30 Nov	1	9.30am - 12.00pm	Amber Subaki	Brookvale Campus
<b>NEW</b> Christmas Yule Log Decorating Workshop	\$135 inc gst	Sat 30 Nov	1	1.00pm - 4.00pm	Amber Subaki	Brookvale Campus
<b>NEW</b> Christmas Wreath Workshop	\$150 inc gst*	Wed 04 Dec	1	6.30pm - 8.30pm	Lilly Edmund	Brookvale Campus
<i>*Course cost includes flowers (Australian natives if available) and wreath base.</i>	\$150 inc gst*	Thur 05 Dec	1	6.30pm - 8.30pm	Lilly Edmund	Brookvale Campus
<b>NEW</b> Christmas Centrepiece Workshop	\$140 inc gst*	Wed 11 Dec	1	6.30pm - 8.30pm	Lilly Edmund	Brookvale Campus
<i>*Course cost includes flowers (Australian natives if available).</i>						



For detailed information on our courses, including all materials lists, any additional costs and pre-requisites for studying via Zoom, visit: [nbmc.nsw.edu.au](http://nbmc.nsw.edu.au)

## Locations

**Avalon Recreation Centre** - 59 Old Barrenjoey Rd, Avalon Beach - Accessible access. Street parking.

**Bilarong Reserve** - 55 Wakehurst Parkway, Nth Narrabeen - On-site parking avail.

**Brookvale Campus** - Levels 1&2, 14 William St, Brookvale - NO on-site parking - street parking available in nearby residential areas. Stairs - no lift access.

**Cammeray Golf Club** - Park Avenue, Cremorne - On-site parking available.

**Collaroy Swim Club Community Centre** - 1054 Pittwater Road, Collaroy - On-site parking available. Lift access.

**Forestville Community Arts Centre** - 6 Darley Street, Forestville - On-site parking available.

**Jamm Music Collaroy** - 61 Hay St, Collaroy NSW 2097

**Mackie Lane Community Garden** - Mackie Lane (off Lang St), Mosman. Parking available in Lang St. Short walk from Spit Junction along Military Rd.

**Manly Presbyterian Church Hall** - 56 Raglan Street, Manly - Street parking available in nearby residential areas.

**MC Equestrian Riding School** - 101 Booralie Rd, Terrey Hills - On-site parking available.

**Mosman Village Church** - 144 Raglan Street, Mosman - Entry via the church driveway - classes are held in the building behind the church. Council parking is available nearby or surrounding street parking.

**The Tramshed** - 1395a Pittwater Rd, Narrabeen - Parking available in Council car park next door (check parking restrictions).

**St Lukes Hall** - Heydon Street, Mosman - Parking available on Heydon Street or under Bridgepoint Shopping Centre. Disabled access available.

**Turning Pointe Pilates** - Dee Why Grand, 4121/834 Pittwater Road, Dee Why - Park underneath the Dee Why Grand shopping Centre (free parking for up to 2 hours) entry to car park is via 15-19 Pacific Parade or Sturdee Parade. Take lift from Level 2 basement car park to Level 1 Dee Why Grand. Street level entrance via the corner of Sturdee Pde and Pittwater Road.

**Zoom** - Please check our website ([nbmc.nsw.edu.au](http://nbmc.nsw.edu.au)) to confirm you can meet the pre-requisites required to study via Zoom.

## Short Courses Enrolment Form

This form is only if paying by cheque for short courses (Pages 9 to 15).

See below for other payment options. For Accredited/funded courses please contact the college.

FIRST NAME:	<input type="text"/>	LAST NAME:	<input type="text"/>	DATE OF BIRTH:	<input type="text"/> / <input type="text"/> / <input type="text"/>
ADDRESS:	<input type="text"/>			SUBURB:	<input type="text"/>
POSTCODE:	<input type="text"/>	MOBILE:	<input type="text"/>	HOME PHONE:	<input type="text"/>
*SENIORS CARD/PENSIONER/ FULL TIME STUDENT NO:			*10% discount available on short courses. Excludes first aid courses, Computers for Over 60s, Tech Savvy Seniors.		
EMAIL:			For Terms of Enrolment please go to our website: <a href="http://www.nbmc.nsw.edu.au/terms">www.nbmc.nsw.edu.au/terms</a> or call: 9970 1000.		

COURSE DETAILS:	START DATE:	TIME:	VENUE:	COST:
COURSE 1 NAME:	<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ <input type="text"/>
COURSE 2 NAME:	<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ <input type="text"/>
ENROLMENT OPTIONS: Visa or MasterCard: <a href="http://www.nbmc.nsw.edu.au">www.nbmc.nsw.edu.au</a> or 9970 1000				-10% if eligible: \$ <input type="text"/>
Cheques to: Northern Beaches Community College				TOTAL: \$ <input type="text"/>
In person: L1, 14 William St, Brookvale				

Please post form to: Northern Beaches & Mosman College, L1 / 14 William Street, Brookvale NSW 2100

# College Information Day



**Wednesday**  
**2 Oct 2024**  
**10am - 5.00pm**  
**Brookvale Campus**  
L1, 14 William St,  
Brookvale

Need more information about our Accredited courses, or funding eligibility? Come along to our College Information Day. There will be an opportunity to chat face-to-face with our Coordinators, and have all your questions answered. Find the information you need to help you choose and enrol in your ideal course. We deliver short/ Accredited courses in:

- Ageing or Disability
- Assistant in Nursing, Allied Health, Leisure & Health
- Community Services, Counselling
- Computing
- Early Childhood Education & Care
- English for Beginners
- Entrepreneurship & New Business
- Project Management
- School Based Education Support
- Workskills

For more information please visit:  
**[nbmc.nsw.edu.au](http://nbmc.nsw.edu.au)**



**NORTHERN  
BEACHES  
& MOSMAN  
COLLEGE**

**[nbmc.nsw.edu.au](http://nbmc.nsw.edu.au)**

**9970 1000**

**[enquiries@nbmc.nsw.edu.au](mailto:enquiries@nbmc.nsw.edu.au)**

