



NORTHERN
BEACHES
& MOSMAN
COLLEGE

CAREERS & LIFESTYLE COURSE GUIDE 2021

APR - JUN

Early Childhood
Education & Care

Page 3



**FEE FREE
TRAINING**

**Skilling for Recovery
(JobTrainer)**

Check the back page
to see if you're eligible -
you might be
surprised!

9970 1000 | nbmc.nsw.edu.au

RTO ID 90113

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HOW TO ENROL:

Online: nbmc.nsw.edu.au

Phone: 9970 1000

In person: NTH NARRABEEN - 1525 Pittwater Rd
- Mon to Fri - 9am to 4.30pm
BROOKVALE - L1, 14 William St
- Mon to Thurs - 9am to 4pm

By post: See enrolment form on page 15

About NBMC

Northern Beaches & Mosman College is the result of Northern Beaches and Mosman Community Colleges joining forces. We are now able to offer a wider range of accredited and lifestyle courses to the communities of both areas.

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 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.

On The Front Cover



One of our fantastic Early Childcare trainers, Nicky Kilner, with Jason and Erin. Nicky brings more than 14 years of industry experience in a range of roles including Director, Consultant, as well as trainer of both Certificate III and Diploma courses. She strongly believes that every person has unique abilities to contribute to the development of children's lives.



KEEP UPDATED

Sign up to our newsletter for information on new courses and to see what's happening at NBMC.

To subscribe visit: nbmc.nsw.edu.au

All information is considered correct at time of publication.

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
 - Human Resources
 - Leadership & Management
- natalie@nbmc.nsw.edu.au



Nadia Louw

- Assistant in Nursing
 - Aged & Disability Care
 - Community Services
 - Leisure & Health
- nadia@nbmc.nsw.edu.au



Margaret Perusich

- Accounting & Bookkeeping
 - Business
 - Computer Programs
 - New Small Business
- margaretp@nbmc.nsw.edu.au

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 Advanced 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.

USI Unique Student Identifier

All students enrolling in Nationally Recognised Training must obtain a Unique Student Identifier (USI) prior to course commencement. This includes full qualification & short accredited courses identified with the nationally recognised training logo. If you don't have a USI you will not receive your qualification or statement of attainment. For more information or to obtain a USI please go to: www.usi.gov.au

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.

Early Childhood Education & Care

CHC30113 Certificate III in EARLY CHILDHOOD EDUCATION & CARE

This mixed mode learning course is the first step in your exciting new career as an early childhood educator. It is now mandatory to either 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

Cost: From \$1600 or \$0 if eligible under Skilling for Recovery. (This training is subsidised by the NSW Government.)

DATES	TIME	LOCATION	NOTES
2 days per week - Mon & Tues 19 Apr to 13 Dec 2021	9.15am to 2.45pm	Brookvale	<ul style="list-style-type: none"> Min. 120 hrs work placement (8 hr days) - organised by the College Mandatory full day required for First Aid Incl. flexible, weekly directed self-study hrs Working with Children Check required

CHC50113 Diploma of EARLY CHILDHOOD EDUCATION & CARE

This is a great mixed mode learning course to choose if you not only want to join the childcare industry (and gain all the basic skills) but want the option later to advance your career.

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

Cost: From \$4420 or \$0 if eligible under Skilling for Recovery. (This training is subsidised by the NSW Government.)

DATES	TIME	LOCATION	NOTES
Contact Natalie Thornberry for more information on 9970 1000.			

CHC50113 Diploma of EARLY CHILDHOOD EDUCATION & CARE (Existing Worker)

If you already have your Cert III and want to expand your career potential then this specially designed course is for you. Prerequisite: CHC30113 Certificate III in Early Childhood Education & Care

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

Cost: From \$3000 or \$0 if eligible under Skilling for Recovery. (This training is subsidised by the NSW Government.)

DATES	TIME	LOCATION	NOTES
1 day per week - Thurs 22 Apr 21 to 7 Apr 2022	9.15am to 2.45pm	Narrabeen	<ul style="list-style-type: none"> 240 hours work placement (if not currently working in the industry) Mandatory full day required for First Aid Incl. flexible, weekly directed self-study hrs Working with Children Check required
1 evening per week - Tues plus 6 Saturdays (9.30am - 3.30pm) 20 Apr 21 to 5 Apr 2022	5.30pm to 9pm	Narrabeen	



FOR MORE INFORMATION

on any of the above courses
or to book an appointment
please contact:

Natalie Thornberry on 9970 1001 or
email: natalie@nbmc.nsw.edu.au

For full course details and eligible
*concessions go to: nbmc.nsw.edu.au

FLEXIBLE Payment Plans

Available for full qualification courses.

Pay by: • **Interest free payment plan**, or
• **Instalments**

FEE FREE* TRAINING

This introductory course is available under the Skilling for Recovery (JobTrainer) scheme. It provides an introduction to a Certificate III course, and once successfully completed you will receive credits when enrolling in the full qualification).

*Eligibility conditions apply.

Introduction to Childcare

The units in this introductory course are from **CHC30113 Certificate III in Early Childhood Education & Care**.

Units: BSBWOR301 Organise personal work priorities & development; HLTWHS001 Participate in workplace health & safety

Cost: \$0 if eligible for Skilling for Recovery (JobTrainer) - see back page for criteria

4 days - 9am to 3pm
12, 13, 19 & 20 Apr
Narrabeen Campus

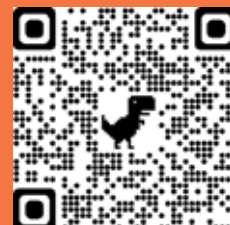
Notes: Incl. flexible, weekly directed self-study hours.
This training is subsidised by the NSW Government.



Congratulations

To Jeffrey who successfully completed CHC30113 Certificate III in Early Childhood Education & Care. He is now completing a Diploma of Early Childhood Education & Care via a traineeship with Golden Seeds Early Learning.

For his full story please head to our website via the QR code.



Community Services, Assistant in Nursing, Aged & Disability Care, Leisure & Health, Counselling

Limited classroom places available. Book now to avoid disappointment.

HLT33115 Certificate III in HEALTH SERVICES ASSISTANCE

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

Cost: From \$1600 or \$0 if eligible under Skilling for Recovery. (This training is subsidised by the NSW Government.)

DATES	TIME	LOCATION	NOTES
2 days per week - Thur & Fri 29 Apr to 10 Sep 2021	9am to 3pm	Narrabeen or Virtual Classroom	<ul style="list-style-type: none"> Completion of 80 hrs work placement (organised by the College) Incl. flexible, weekly directed self-study hrs Additional First Aid Training day
2 evenings per week - Mon & Wed 26 Apr to 13 Oct 2021	6pm to 9pm	Brookvale or Virtual Classroom	

Expand your employment opportunities!

Talk to us about completing these two courses concurrently.

HLT33015 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, aged care facilities & hospitals.

Career Options: Allied Health Assistant; Occupational Therapy Asst; Physiotherapist's Asst; Podiatrist's Asst; Medical Administration

Cost: From \$1450 or \$0 if eligible under Skilling for Recovery. (This training is subsidised by the NSW Government.)

DATES	TIME	LOCATION	NOTES
2 days per week - Thur & Fri 29 Apr to 10 Sep 2021	9am to 3pm	Narrabeen or Virtual Classroom	<ul style="list-style-type: none"> Completion of 80 hrs work placement (Self arranged) Incl. flexible, weekly directed self-study hrs Additional First Aid Training day
2 evenings per week - Mon & Wed 26 Apr to 13 Oct 2021	6pm to 9pm	Brookvale or Virtual Classroom	

FEE FREE* TRAINING

This introductory course is available under the Skilling for Recovery (JobTrainer) scheme. It provides an introduction to a Certificate III course, and once successfully completed you will receive credits when enrolling in the full qualification).

*Eligibility conditions apply.



Introduction to Working in the Health Industry

The units in this introductory course are from **HLT33115 Certificate III in Health Services Assistance** / **HLT33015 Certificate III in Allied Health Assistance**.

Units: CHCCOM005 Communicate and work in health or community services; CHCDIV001 Work with diverse people; HLTWHS001 Participate in workplace health and safety

Cost: \$0 if eligible for Skilling for Recovery (JobTrainer) - see back page/website for eligibility criteria)

5 days - 9am to 3pm
14, 15, 16, 22 & 23 Apr

Narrabeen Campus

Notes: Incl. flexible, weekly directed self-study hours.

This training is subsidised by the NSW Government.

CHC33015 Certificate III in INDIVIDUAL SUPPORT (Ageing, Home & Community or Disability)

Improve the quality of life of others as you start your career as a Care Worker. Find employment as a carer/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

Cost: From \$1450 or \$0 if eligible under Skilling for Recovery. (This training is subsidised by the NSW Government.)

DAYS	TIME	LOCATION	NOTES
2 days per week - Thurs & Fri 29 Apr to 17 Sep 2021	9am to 3pm	Mosman or Virtual Classroom	<ul style="list-style-type: none"> Completion of 120 hrs work placement (organised by the College) Incl. flexible, weekly directed self-study hrs
2 evenings per week - Tues & Thurs 27 Apr to 14 Oct 2021	6pm to 9pm	Narrabeen or Virtual Classroom	

Note: If attending via virtual classroom some classroom attendance is required. Pre-requisites for Virtual Classroom study can be found at: nbmc.nsw.edu.au

CHC42015 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; Health Education Officer; Domestic Violence Officer; Youth Support Worker

Cost: From \$1990 or \$0 if eligible under Skilling for Recovery. (This training is subsidised by the NSW Government.)

DATES	TIME	LOCATION	NOTES
1 evening per week - Tue 27 Apr 21 to 29 Mar 22	6.15pm to 9.15pm	Narrabeen, Mosman or Virtual Classroom	<ul style="list-style-type: none"> Completion of min. 40 hrs work placement (self arranged, with support from the College) Incl. flexible, weekly directed self-study hrs

CHC43015 Certificate IV in AGEING SUPPORT (For Existing Workers)

Do you already work in the industry and have Certificate III in Individual Support or equivalent? This course offers more advanced skills to help you be more specialised and take on more responsibility. Talk to us about how easy it is to upskill from Certificate III to Certificate IV.

Career Options: Hostel Supervisor; Care Supervisor; Program Coordinator - Social Programs; Care Team Leader; Residential Care Worker; Client Liaison

Cost: From \$1990 or \$0 if eligible under Skilling for Recovery. Cost will reduce if credit transfer/RPL is successfully obtained. (This training is subsidised by the NSW Government.)

DATES	TIME	LOCATION	NOTES
New class commencing Term 3.			

CHC43415 Certificate IV in LEISURE & HEALTH

Do you already work in the industry, and have a **Cert. III/IV in Ageing**, talk to us about credit transfers.

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

Cost: From \$1990 or \$0 if eligible under Skilling for Recovery. (This training is subsidised by the NSW Government.)

DATES	TIME	LOCATION	NOTES
1 day per week - Tues 27 Apr to 26 Oct 21	9am to 3pm	Brookvale, Narrabeen or Virtual Classroom	<ul style="list-style-type: none"> Completion of 120 hrs work placement (organised by the College) Incl. flexible, weekly directed self-study hrs Additional first aid training day if chosen as an elective
1 evening per week - Thurs 29 Apr 21 to 31 Mar 22	6pm to 9pm	Narrabeen or Virtual Classroom	

NEW NEW NEW NEW NEW NEW NEW NEW NEW NEW NEW NEW



CHC51015 Diploma of Counselling

Gain the opportunity to work with clients in an entry level counselling role. Learning current and effective counselling techniques and methods, you will be able to give people the skills to overcome the personal or psychological problems they face, making a difference in their lives. At this level, you will be working in defined and supported counselling roles in established practice.

Career Options: Drug & Alcohol Counsellor; Child & Family Counsellor; Disability & Aged Care Counsellor; Student Counsellor; Telephone Counsellor; Youth Counsellor; Suicide & Grief Counsellor; Career Counsellor; Domestic Violence Counsellor

Cost: From \$4420 or \$0 if eligible under Skilling for Recovery. (This training is subsidised by the NSW Government.)

Do you already have a **Cert. III/IV in Community Services**, talk to us about credit transfers.

DATES	TIME	LOCATION	NOTES
1 evening per week - Tues plus 4 Saturdays (9.30am to 3.30pm) 27 Apr 21 to 29 Mar 22	6pm to 9pm	Narrabeen or Virtual Classroom	<ul style="list-style-type: none"> Completion of work placement may be required Incl. flexible, weekly directed self-study hrs



FOR MORE INFORMATION

on any of these courses or to book an appointment please contact:
Nadia Louw on 9970 1008 or email: nadia@nbmc.nsw.edu.au

For full course details and eligible *concessions go to: nbmc.nsw.edu.au

Note: If attending virtual classroom some classroom attendance may be required.
Pre-requisites for Virtual Classroom study can be found at: nbmc.nsw.edu.au

FLEXIBLE Payment Plans

Available for full qualification courses. Pay by:

- Interest free payment plan, OR
- Instalments

Human Resources & Management

Limited
classroom
places available.
Book now to
avoid
disappointment.

BSB41015 Certificate IV in HUMAN RESOURCES

Would you like to work in human resource management across large, medium or small businesses? This course will prepare you for a variety of HR roles.

Career Options: HR/Recruitment Officer; Admin Officer; Executive PA; Office Administrator; Project Assistant

Cost: From \$1580 or \$0 if eligible under Skilling for Recovery. (This training is subsidised by the NSW Government.)

DATES	TIME	LOCATION	NOTES
1 evening per week - Tues 20 Apr 21 to 12 Apr 22	6.15pm to 9.15pm	Brookvale or Virtual Classroom	• Incl. flexible, weekly directed self-study hrs

Note:

If attending via virtual classroom some classroom attendance may be required. Pre-requisites for Virtual Classroom study can be found at:
nbmc.nsw.edu.au

BSB42015 Certificate IV in LEADERSHIP & MANAGEMENT

Do you have what it takes to be a manager or, are you already working as a manager or team leader but would like to formalise your skills and knowledge?

Career Options: Team Leader; Coordinator; Manager; Supervisor

Cost: From \$1580 or \$0 if eligible under Skilling for Recovery. (This training is subsidised by the NSW Government.)

DATES	TIME	LOCATION	NOTES
1 evening per week - Wed plus 4 Saturdays (9.30am-3.30pm) 21 Apr 21 to 13 Apr 22	6.15pm to 9.15pm	Narrabeen or Virtual Classroom	• Incl. flexible, weekly directed self-study hrs • Virtual students are required to attend face-to-face where Saturdays are scheduled.

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.

Cost: From \$2530 or \$0 if eligible under Skilling for Recovery. (This training is subsidised by the NSW Government.)

DATES	TIME	LOCATION	NOTES
1 evening per week - Tues plus 5 Saturdays (9.30am-3.30pm) 20 Apr 21 to 12 Apr 22	6.15pm to 9.15pm	Mosman or Virtual Classroom	• Incl. flexible, weekly directed self-study hrs • Virtual students are required to attend face-to-face where Saturdays are scheduled.
1 evening per week - Thurs plus 5 Saturdays (9.30am-3.30pm) 22 Apr 21 to 14 Apr 22	6.15pm to 9.15pm	Narrabeen or Virtual Classroom	



FOR MORE INFORMATION

on any of these courses or to book an appointment please contact: Natalie Thornberry on 9970 1001 or email: natalie@nbmc.nsw.edu.au

For full course details and eligible *concessions go to:
nbmc.nsw.edu.au

FEE FREE TRAINING - Skilling For Recovery (JobTrainer)

Fee free* training may be available on courses with an  if you are:

- **Unemployed** (not a Commonwealth benefit recipient); **OR**
- **Commonwealth Benefit Recipient**; **OR**
- **At risk of unemployment** eg. Jobkeeper (see pg 8 for more options); **OR**
- **17-24 years of age**, including 2020 Year 12 School Leavers (regardless of employment status)

*Eligibility conditions apply.

MEET THE TRAINER



Matt Tanks - Trainer in Leadership & Management, Human Resources and Business

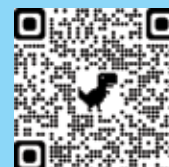
Matt is an HR and learning professional, focused on creating learning experiences and interactions that are fun, engaging and tailored to individuals.

Matt believes anything can be a learning experience - you just have to know how to make it one!

His qualifications include:

- Bachelor of Business - Majoring in HR
- Certificate IV in Business
- Certificate IV in Training & Assessment

For his full story please head to our website via the QR code.



BSB30115 Certificate III in BUSINESS

This qualification provides training in a range of essential administrative duties and computer skills suitable for any office environment.

Career Options: Administrative Assistant; Customer Service Assistant; Data Entry Operator; and many other general office roles.

Cost: From \$1320 or \$0 if eligible under Skillling for Recovery. (This training is subsidised by the NSW Government.)

DATES	TIME	LOCATION	NOTES
2 days per week - Wed & Fri 28 Apr to 17 Sep 21	9.30am - 2.30pm	Narrabeen Campus	• Incl. flexible, weekly directed self-study hrs

FNS40217 Certificate IV in ACCOUNTING & BOOKKEEPING

Do you want an accounting/bookkeeping career? This nationally recognised qualification is ideal for aspiring & practising bookkeepers or employees performing book-keeping tasks for organisations in a range of industries.

Career Options: Small Business Bookkeeper; BAS Agent; Contract or Staff Bookkeeper; Trainee Accountant

Cost: From \$1980 or \$240 if eligible for concession. (This training is subsidised by the NSW Government.)

DATES	TIME	LOCATION	NOTES
New class commencing Term 3. There is a prerequisite of basic bookkeeping and MYOB knowledge and experience. If you don't already have these skills enrol in our Basic Bookkeeping and MYOB course in Term 2 (see page 11 for details) and you will be ready for Certificate IV in Accounting & Bookkeeping in Term 3.			

FEE FREE SCHOLARSHIP

If you are **15-30 years old** and in receipt of a Commonwealth benefit, or a dependent of a Commonwealth Benefit recipient, you may be eligible for a **Fee Free Scholarship**. Other Fee Free opportunities available, see website. (Eligibility conditions apply).

BSB42618 Certificate IV in NEW SMALL 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

Cost: From \$1580 or \$0 if eligible under Skillling for Recovery. (This training is subsidised by the NSW Government.)

DATES	TIME	LOCATION	NOTES
1 evening per week - Mon plus 8 *Saturdays - 26 Apr 21 to 4 Apr 22	6.15pm to 9.15pm	Brookvale or Virtual Classroom	• Incl. flexible, weekly directed self-study hrs *Saturdays (9.30am to 3.30pm)

FLEXIBLE Payment Plans

Available for full
qualification courses.
Pay by:

- Interest free payment plan, or
- Instalments

For full course details
and eligible concessions
go to: nbmc.nsw.edu.au



FOR MORE INFORMATION

on these courses or to book an appointment please contact:

Margaret Perusich on 9970 1000 or email: margaretp@nbmc.nsw.edu.au

COLLEGE OPEN DAY

Do you want to upgrade your skills, are you retraining for a new career or looking at improving your employment prospects, or need some clarification on fee free training? Why not drop into our Open Day and find out how NBMC can help you.

TUESDAY 23 MARCH 2021

11am-2pm or 4pm-6.30pm

Brookvale - L1, 14 William Street

Funded Training

**NEW FUNDED
TRAINING
AVAILABLE.**

**See below to see if
you are eligible.**

**Conditions Apply*

Did you know the NSW Government fully subsidises a variety of funded training, either short courses or Nationally Accredited Certificate/Diploma courses.

Why not check below to see if you meet the criteria.

What type of funded training are you interested in?

✓ SHORT COURSES
Adult & Community Education (ACE)

Can you tick all four boxes below:

1. ☐ An Australian Citizen, or Permanent Resident, or NZ citizen, or Humanitarian visa holder, and
2. ☐ Aged 15 years or older, and
3. ☐ No longer at school, and
4. ☐ Live or work in NSW

Yes

Can you tick one of the options below?

- ☐ Australian Aboriginal or Torres Strait Islander, or
- ☐ Someone with a disability or is the dependent child, spouse or partner of someone with a disability, or
- ☐ Someone who is experiencing hardship (letter needed from medical professional, government agency or support agency eg. your GP or Counsellor), or
- ☐ A recipient of an eligible benefit, or a dependent child, spouse or partner of a recipient of an eligible benefit.
Eligible benefits are:
 - Age Pension
 - Parenting Payment (Single)
 - Austudy
 - Special Benefit
 - Carer Payment*
 - Veterans' Affairs Pensions
 - Disability Support Pension
 - Veterans' Children Education Scheme
 - Farm Household Allowance
 - Youth Allowance
 - Family Tax Benefit Part A (max. rate)
 - 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

Yes

You are eligible for ACE funded training, you may also be eligible for courses with an SFR on pages 3 to 7.

Call Susan Wilkinson for more information, and an enrolment form, on 9970 1000

This training is subsidised by the NSW Government.

No

Unfortunately you are not eligible for ACE funded training.

No

Unfortunately you are not eligible for ACE funded training. However you may be eligible for SFR funded training.

PART QUALS/CERTIFICATE/DIPLOMA COURSES
NEW Skilling For Recovery SFR

Can you tick all four boxes below:

1. ☐ An Australian Citizen, or Permanent Resident, or NZ citizen, or Humanitarian visa holder, and
2. ☐ Aged 15 years or older, and
3. ☐ No longer at school, and
4. ☐ Live or work in NSW

Yes

Can you tick one of the options below?

- ☐ Unemployed (you don't need to be receiving Commonwealth Benefits); or
- ☐ A Commonwealth Benefit Recipient; or
- ☐ 17-24 years of age including 2020 Year 12 School Leavers (regardless of employment status); or
- ☐ At risk of unemployment eg.
 - ☐ On Jobkeeper,
 - ☐ Employed but do not hold qualifications Cert III or above
 - ☐ Notice of Redundancy; or
 - ☐ Returning to Work (employed for 6 months or less)

Yes

Check pages 3 to 7 for courses with an SFR symbol.

This training is subsidised by the NSW Government.

No

Unfortunately you are not eligible for SFR funded training.

No

Unfortunately you are not eligible for SFR funded training.

Don't meet the criteria above but need a basic computer skills course to help get a job or training? Go to pg 11 and check out:

ICT10115 Certificate I in Information, Digital Media & Technology

This fee free course might be just right for you.

Remember all our funded courses are available to fee paying students, so if your answers are 'No' you can still enrol, it will just cost the advertised price.

For more information on funded positions please contact Susan Wilkinson on 9970 1000 or email vet@nbmc.nsw.edu.au

COURSE	COST	DATE	SESSIONS	TIME	TRAINER	LOCATION
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Business & Money Matters

Import /Export Workshop <i>*Cost of manual included</i>	\$192* gst exempt	Sat 22 May	1	9.00am - 5.00pm	Corinne Campbell	Brookvale Campus/ Virtual Classroom
Living In A Strata Scheme Building	\$99 inc gst	Thurs 10 June	1	6.00pm - 8.00pm	Paul Miller	Mosman Campus
Radio Workshop	\$120 gst exempt \$120 gst exempt	Sat 24 Apr Sat 29 May	1 1	9.00am - 4.00pm 9.00am - 4.00pm	Andrew Goodman Jones	Radio Northern Beaches

Workskills

Introduction to Working in the Health Industry					See page 4 for details	
Introduction to Childcare					See page 3 for details	
Excel 2019 for Year 12 2020 School Leavers <i>BSBITU314 Design and produce spreadsheets</i>	\$0 for Year 12 2020 School Leavers	Tues 6 & 13 Apr	2	9.30am - 4.30pm	Nicky Bull	Brookvale
Medical Terminology	\$139 gst exempt	Mon 3 May & Wed 5 May	2	6.00pm - 9.00pm	Kate Dolan	Brookvale or Virtual Classroom
<i>BSBMED301 Interpret and apply medical terminology appropriately</i>	\$139 gst exempt	Thur 6 May & Fri 7 May	2	9.00am - 3.00pm	Jo Neophyton	Narrabeen or Virtual Classroom
Sales & Customer Service Skills	\$399 gst exempt	Wed 19 May	6	9.30am - 2.30pm	Jeannine Angilley	Narrabeen Campus

BSBCUS301 Deliver and monitor a service to customers; BSBPRO301 Recommend products and services.

Job Seeking Skills

Resume Writing & Job Seeking Introduction	\$210 gst exempt	Wed 9 Jun	2	9.30am - 2.30pm	Maxine Haigh-White	Brookvale Campus
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FSKWTG06 Write simple workplace information. Prerequisite: Basic keyboarding and Windows PC skills.

Introduction to LinkedIn	\$94 gst exempt	Wed 23 Jun	1	9.30am - 2.30pm	Maxine Haigh-White	Brookvale Campus
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First Aid

HLTAID001 Provide Cardiopulmonary Resuscitation	\$65 gst exempt	See website for course dates	1	9.00am - 12.30pm	<ul style="list-style-type: none"> Pre-course work required Practical demonstration of CPR on a manikin on the floor is a requirement
HLTAID003 Provide First Aid	\$130 gst exempt	See website for course dates	1	9.00am - 5.00pm	<ul style="list-style-type: none"> Pre-course work required Practical demonstration of CPR on a manikin on the floor is a requirement
HLTAID004 Provide an Emergency Response in an Education & Care Setting	\$140 gst exempt	See website for course dates	1	9.00am - 5.00pm	<ul style="list-style-type: none"> Pre-course work required Practical demonstration of CPR on a manikin on the floor is a requirement

FEE FREE TRAINING

Fee free* training may be available on courses with an if you are:

- Unemployed** (not a Commonwealth benefit recipient); **OR**
- Commonwealth Benefit Recipient**; **OR**
- At risk of unemployment** eg. Jobkeeper (see pg 8 for more options); **OR**
- 17-24 years of age**, including 2020 Year 12 School Leavers (regardless of employment status)

*Eligibility conditions apply.

FEE FREE* TRAINING - These introductory courses are available under the Skilling for Recovery (JobTrainer) scheme. They can either provide you with an introduction to a Certificate III course or give you more knowledge to assist you with getting a job. Once successfully completed you will receive credits when enrolling in the relevant full qualification. **Cost: \$0** if eligible for Skilling for Recovery (JobTrainer). *Eligibility conditions apply.

More courses coming in May - check website for details.

Introduction to Working in the Health Industry <i>CHCCOM005 Communicate and work in health or community services; CHCDIV001 Work with diverse people; HLTWHS001 Participate in workplace health and safety</i>	5 days - 14, 15, 16, 22 & 23 Apr	5	9am to 3pm	Narrabeen Campus
Introduction to Childcare <i>BSBWOR301 Organise personal work priorities & development; HLTWHS001 Participate in workplace health & safety</i>	4 days - 12, 13, 19 & 20 Apr	4	9am to 3pm	Narrabeen Campus
Excel 2019 for Year 12 2020 School Leavers <i>BSBITU314 Design and produce spreadsheets</i>	Tues 6 & 13 Apr	2	9.30am - 4.30pm	Brookvale Campus
Medical Terminology <i>BSBMED301 Interpret and apply medical terminology appropriately</i>	Mon 3 May & Wed 5 May Thur 6 May & Fri 7 May	2 2	6.00pm - 9.00pm 9.00am - 3.00pm	Brookvale or Virtual Classroom Narrabeen or Virtual Classroom

FUNDED COURSES AVAILABLE Courses that display the green tick are available for funded positions and may be subsidised by the NSW Government, subject to eligibility. See page 8 for eligibility criteria.

Courses displaying this symbol are Accredited and include assessments.

For detailed information on our courses, including all materials lists and pre-requisites for studying via Virtual Classroom, visit: nbmc.nsw.edu.au

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
Introduction to Online Shopping - Part 1	\$15 gst exempt	Thur 6 May	1	10.00am - 1.00pm	Gabrielle Kinghorn	Narrabeen Campus
Introduction to Online Shopping - Part 2	\$15 gst exempt	Thur 13 May	1	10.00am - 1.00pm	Gabrielle Kinghorn	Narrabeen Campus
Introduction to Tablets: iPads	\$15 gst exempt	Wed 26 May	1	10.00am - 1.30pm	Laurel Trim	Narrabeen Campus
	\$15 gst exempt	Wed 16 Jun	1	10.00am - 1.30pm	Laurel Trim	Narrabeen 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.

Seniors Introduction to Windows 10	\$133 gst exempt	Wed 28 Apr	2	9.30am - 1.30pm	Laurel Trim	Narrabeen Campus
Seniors Organise Your Files & Photos	\$67 gst exempt	Wed 12 May	1	9.30am - 1.30pm	Laurel Trim	Narrabeen Campus
Photo Management	\$84 gst exempt	Thurs 10 Jun	1	9.30am - 2.30pm	Margaret Delloso	Mosman Campus

Using iPhone or iPad with Windows computers. Not suitable for Mac computer users and/or Android users.

Microsoft Office


Word 2019 Introduction	\$344 gst exempt	Fri 21 May	3	9.30am - 2.30pm	Vera Hannan	Narrabeen Campus
BSBITU211 Produce digital text documents. Manual/notes provided. Prerequisite: Confident keyboarding and basic Windows PC & file management skills.						
Word 2019 Just The Basics	\$174 gst exempt	Thurs 29 Apr	1	9.30am - 4.30pm	Margaret Delloso	Mosman Campus
	\$174 gst exempt	Tues 11 May	1	9.30am - 4.30pm	Gabrielle Kinghorn	Brookvale Campus
FSKDIG01 Use digital technology for basic workplace tasks. Manual/notes provided. Prerequisite: Confident keyboarding and basic Windows PC & file management skills.						
Excel 2019 Just The Basics	\$174 gst exempt	Tues 27 Apr	1	9.30am - 4.30pm	Nicky Bull	Brookvale Campus
	\$174 gst exempt	Thurs 13 May	1	9.30am - 4.30pm	Margaret Delloso	Mosman Campus
FSKDIG02 Use digital technology for simple workplace tasks. Manual/notes provided. Prerequisite: Confident keyboarding and basic Windows PC & file management skills.						
Excel 2019 Introduction	\$344 gst exempt	Mon 19 Apr	5	6.15pm - 9.15pm	Nicky Bull	Brookvale Campus
	\$344 gst exempt	Fri 11 Jun	3	9.30am - 2.30pm	Vera Hannan	Narrabeen Campus
BSBITU314 Design & produce spreadsheets. Manual/notes provided. Prerequisite: Confident keyboarding and basic Windows PC & file management skills.						
Excel 2019 Intermediate	\$155 gst exempt	Tues 4 May	1	9.30am - 4.30pm	Nicky Bull	Brookvale Campus
	\$136 gst exempt	Tues 1 Jun	2	6.15pm - 9.15pm	Nicky Bull	Brookvale Campus
Manual/notes provided. Prerequisite: Confident keyboarding skills and Excel Introduction course or equivalent skills/knowledge.						
Excel 2019 Advanced	\$155 gst exempt	Tues 11 May	1	9.30am - 4.30pm	Nicky Bull	Brookvale Campus
	\$136 gst exempt	Tues 15 Jun	2	6.15pm - 9.15pm	Nicky Bull	Brookvale Campus
Manual/notes provided. Prerequisite: Confident keyboarding skills and Excel Intermediate course or equivalent skills/knowledge.						
NEW Excel 2019 PowerQuery for Managing Data	\$80 gst exempt	Tues 18 May	1	9.30am - 12.30pm	Nicky Bull	Brookvale Campus
NEW Excel 2019 PowerPivot for Reporting	\$80 gst exempt	Mon 24 May	1	9.30am - 12.30pm	Nicky Bull	Brookvale Campus
NEW Intro to MS Power BI - Self Service Business Intelligence	\$155 gst exempt	Mon 7 Jun	1	9.30am - 4.30pm	Nicky Bull	Brookvale Campus
PowerPoint 2019 Introduction	\$344 gst exempt	Wed 28 Apr	3	9.30am - 2.30pm	Nicky Bull	Brookvale Campus
BSBITU312 Create electronic presentations. Manual/notes provided. Prerequisite: Confident keyboarding and basic Windows PC & file management skills.						
PowerPoint 2019 Just The Basics	\$174 gst exempt	Tues 18 May	1	9.30am - 4.30pm	Gabrielle Kinghorn	Brookvale Campus
	\$174 gst exempt	Thurs 27 May	1	9.30am - 4.30pm	Margaret Delloso	Mosman Campus
FSKDIG03 Use digital technology for routine workplace tasks. Manual/notes provided. Prerequisite: Confident keyboarding and basic Windows PC & file management skills.						
Make Your PowerPoints Pop	\$155 gst exempt	Mon 31 May	1	9.30am - 4.30pm	Nicky Bull	Brookvale Campus
Manual/notes provided. Prerequisite: Confident keyboarding and basic Windows PC, file management & PowerPoint skills.						
Introduction to Outlook 2019 - Email, Contacts & Calendar	\$237 gst exempt	Tues 25 May	2	9.30am - 2.30pm	Gabrielle Kinghorn	Brookvale Campus
ICTICT107 Use personal productivity tools. Manual/notes provided. Prerequisite: Confident keyboarding skills.						

Office Skills

Touch Typing for Adults	\$280 gst exempt	Wed 28 Apr	6	9.30am - 11.30am	Gabrielle Kinghorn	Brookvale Campus
FSKDIG03 Use digital technology for routine workplace tasks. Prerequisite: Basic internet, keyboard and mouse skills.						
Introduction to Windows 10	\$155 gst exempt	Tues 27 Apr	2	9.30am - 1.00pm	Gabrielle Kinghorn	Brookvale Campus
Windows 10 Tips & Tricks	\$65 gst exempt	Wed 2 Jun	1	9.30am - 12.30pm	Laurel Trim	Narrabeen Campus

COURSE	COST	DATE	SESSIONS	TIME	TRAINER	LOCATION
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Bookkeeping & Accounting

 Basic Bookkeeping & MYOB SPECIAL PRICE	\$699 * gst exempt	Thur 6 May	8	9.30am - 2.30pm	Judy Thomas	Brookvale Campus
BSBFIA301 Maintain financial records & BSBFIA302 Process payroll. Prerequisite: Strong file management skills using Windows PC (NB: MYOB is now only available for Windows PCs), confident keyboarding skills. A trial version of MYOB will be downloaded during the first session. Additional self study required. *Cost includes manuals and resources						
Xero for Beginners	\$229 gst exempt	Fri 7 May	2	9.30am - 3.00pm	Maxine Haigh-White	Mosman Campus
	\$229 gst exempt	Sat 29 May	2	9.30am - 3.00pm	Maxine Haigh-White	Brookvale Campus
Manual/notes provided. Prerequisite: Strong file management skills using Windows PC & basic internet skills. Prior to the first class all students must have set up their own access to Xero with access to authenticator (instructions for creating your free Xero account will be emailed prior to course commencing). Students must have a smart phone in class to access the authenticator. Laptop provided for classroom use, or bring your own - free WIFI.						
Xero Payroll	\$127 gst exempt	Fri 28 May	1	9.30am - 3.00pm	Maxine Haigh-White	Mosman Campus
	\$127 gst exempt	Sat 19 Jun	1	9.30am - 3.00pm	Maxine Haigh-White	Brookvale Campus
Manual/notes provided. Prerequisite: Must be familiar with Xero or have attended our Xero for Beginners course. Strong file management skills using Windows PC & basic internet skills. Laptop provided for classroom use, or bring your own - free WIFI.						

Social Media

Humanising Your Brand on Social Media	\$35 gst exempt	Thurs 29 Apr	1	7.00pm - 8.30pm	Briana Graydon	Virtual Classroom
Facebook & Instagram Advertising	\$58 gst exempt	Fri 30 Apr	1	6.00pm - 9.00pm	Briana Graydon	Virtual Classroom
How to Use Canva for Your Business	\$35 gst exempt	Thurs 6 May	1	9.00am - 10.30am	Briana Graydon	Virtual Classroom
Introduction to Instagram for Business	\$58 gst exempt	Mon 10 May	1	6.00pm - 9.00pm	Briana Graydon	Virtual Classroom
Engaging on Social Media	\$35 gst exempt	Mon 17 May	1	7.00pm - 8.30pm	Briana Graydon	Virtual Classroom
Writing for Social Media	\$58 gst exempt	Thurs 27 May	1	6.00pm - 9.00pm	Briana Graydon	Virtual Classroom
How to Setup an Instagram Page	\$35 gst exempt	Thurs 3 Jun	1	7.00pm - 8.30pm	Briana Graydon	Virtual Classroom
Understanding Hashtags	\$35 gst exempt	Fri 4 Jun	1	7.00pm - 8.30pm	Briana Graydon	Virtual Classroom
Creating a Social Media Strategy	\$58 gst exempt	Thurs 10 Jun	1	6.00pm - 9.00pm	Briana Graydon	Virtual Classroom
Creating Content For Your Social Media	\$35 gst exempt	Thurs 17 Jun	1	7.00pm - 8.30pm	Briana Graydon	Virtual Classroom
NEW Understanding Reels	\$35 gst exempt	Fri 18 Jun	1	7.00pm - 8.30pm	Briana Graydon	Virtual Classroom
NEW Building Relationships on Social Media	\$35 gst exempt	Thurs 24 Jun	1	7.00pm - 8.30pm	Briana Graydon	Virtual Classroom
NEW The Twitter Conversation	\$35 gst exempt	Fri 25 Jun	1	7.00pm - 8.30pm	Briana Graydon	Virtual Classroom

Adobe Graphic Design

 Photoshop CC Level 1 SPECIAL PRICE	\$429 gst exempt	Tues 4 May	7	6.15pm - 9.15pm	Sarah Lorien	Brookvale Campus
ICTICT204 Operate a digital media technology package. Manual/notes provided. Prerequisite: Confident user of Windows or Mac, good Windows file management skills.						
 InDesign CC Level 1 SPECIAL PRICE	\$429 gst exempt	Wed 5 May	7	6.15pm - 9.15pm	Deborah Stokes	Brookvale Campus
BSBITU309 Produce desktop published documents. Manual/notes provided. Prerequisite: Confident user of Windows or Mac, good Windows file management skills.						
After Effects CC Introduction	\$302 gst exempt	Fri 14 May	5	1.00pm - 4.00pm	Deborah Stokes	Brookvale Campus
Prerequisite: Confident user of Windows or Mac, good Windows file management skills.						
 Illustrator CC Level 1	\$449 gst exempt	Mon 17 May	4	9.30am - 2.30pm	Deborah Stokes	Brookvale Campus
ICTICT204 Operate a digital media technology package. Manual/notes provided. Prerequisite: Confident user of Windows or Mac, good Windows file management skills.						
Photoshop CC Introduction	\$210 gst exempt	Thurs 3 Jun	2	9.30am - 2.30pm	Sarah Lorien	Brookvale Campus
Manual/notes provided. Prerequisite: Confident user of Windows or Mac, good Windows file management skills.						
Photoshop CC Level 2	\$173 gst exempt	Thurs 17 Jun	2	10.00am - 2.00pm	Sarah Lorien	Brookvale Campus
Manual/notes provided. Prerequisite: Confident user of Windows or Mac, good Windows file management skills.						

FEE FREE - ICT10115 Certificate I in Information, Digital Media & Technology

This course is suitable for students who need basic computer skills to help them in the workplace or to enrol in further training.

- | | | | |
|---|---|--|--|
| <input type="checkbox"/> An Australian Citizen/Permanent Resident /NZ citizen/ Humanitarian visa holder | <input type="checkbox"/> Aged 15 years or older | <input type="checkbox"/> No longer at school | <input type="checkbox"/> Live or work in NSW |
|---|---|--|--|

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.

Cost: \$0 (if eligible for funded position).

In this course you will learn:

- How to use & customise windows
- Store & transfer your files & photos using the PC, USB & smartphone
- How to use the internet & email
- Word - creating & basic formatting of documents
- Excel - creating basic spreadsheets using formulas
- PowerPoint - creating basic presentations & flyers

Prerequisite: Basic keyboard & mouse skills, access to a PC computer with MS Office programs.

This training is subsidised by the NSW Government.


Mon & Wed | 6.00pm to 9.00pm
3 May to 11 Aug 21 | Narrabeen
NB: No classes Mon 14 June, 23 June & 9 August

Mon & Wed | 9.30am to 2.30pm
3 May to 26 Jul 21 | Mosman
NB: No class Mon 14 June

Mon & Tues | 9.30am to 2.30pm
24 May to 16 Aug 21 | Narrabeen
NB: No class Mon 14 June

Flexible, weekly directed self-study hours required.

For more information, and an enrolment form, call
Susan Wilkinson on 9970 1000.

FUNDED COURSES AVAILABLE Courses that display a green tick  are available for funded positions and may be subsidised by the NSW Government, subject to eligibility. See page 8 for eligibility criteria.

 Courses displaying this symbol are Accredited and include assessments.

For full course details see our website:
nbmc.nsw.edu.au

Travellers Stage 1

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

Travellers Stage 2

Continuation from Stage 1.

Beginners Stages 1, 2, 3, 4

(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.

Intermediate Stages 1, 2, 3, 4

(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.

Advanced Conversation

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						
French Travellers Stage 1	\$304 inc gst	Mon 26 Apr	8	6.30pm - 8.30pm	Steve Cornelius	Brookvale Campus
	\$304 inc gst	Thurs 29 Apr	8	11.30am - 1.30pm	Steve Cornelius	Narrabeen Campus
French Travellers Stage 2	\$304 inc gst	Thurs 29 Apr	8	9.30am - 11.30am	Steve Cornelius	Narrabeen Campus
French Beginners Stage 1	\$304 inc gst	Wed 28 Apr	8	12.30pm - 2.30pm	Dominique Partridge	St Lukes Mosman
French Beginners Stage 3	\$304 inc gst	Mon 26 Apr	8	2.00pm - 4.00pm	Dominique Partridge	St Lukes Mosman/ Virtual Classroom
French Beginners Stage 4	\$304 inc gst	Mon 26 Apr	8	6.00pm - 8.00pm	Nicole Laugier	Mosman Campus
French Intermediate Stage 2	\$304 inc gst	Wed 28 Apr	8	3.00pm - 5.00pm	Dominique Partridge	St Lukes Mosman/ Virtual Classroom
French Intermediate Stage 4 Conversation	\$295 inc gst	Tues 27 Apr	8	6.00pm - 8.00pm	Kathleen Beaubois	Virtual Classroom
French Intermediate Stage 4	\$304 inc gst	Tues 27 Apr	8	12.30pm - 2.30pm	Nicole Laugier	Cammeray Golf Club
French Advanced Conversation	\$455 inc gst	Tues 27 Apr	8	9.30am - 12.00pm	Nicole Laugier	Cammeray Golf Club

German

German Travellers Stage 2	\$304 inc gst	Thurs 29 Apr	8	6.30pm - 8.30pm	Wolfgang Mueller	Brookvale Campus
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Italian

Italian Travellers Stage 1	\$304 inc gst	Mon 26 Apr	8	7.00pm - 9.00pm	Francesca Modica	Brookvale Campus
Italian Travellers Stage 1	\$304 inc gst	Wed 28 Apr	8	10.00am - 12.00pm	Flavia Natoli	Brookvale Campus
Italian Travellers Stage 1	\$295 inc gst	Tues 27 Apr	8	1.30pm - 3.30pm	Flavia Natoli	Virtual Classroom
Italian Travellers Stage 2	\$304 inc gst	Wed 28 Apr	8	12.30pm - 2.30pm	Flavia Natoli	Brookvale Campus
Italian Beginners Stage 1	\$304 inc gst	Fri 30 Apr	8	4.00pm - 6.00pm	Rosa Santi	Mosman Campus
Italian Beginners Stage 2	\$216 inc gst	Wed 28 Apr	8	3.30pm - 5.00pm	Rosa Santi	Mosman Campus
Italian Beginners Stage 4	\$206 inc gst	Thurs 29 Apr	8	7.30pm - 9.00pm	Rosa Santi	Virtual Classroom

Mandarin

Mandarin Travellers Stage 1	\$304 inc gst	Mon 26 Apr	8	6.30pm - 8.30pm	Linda Bennett	Narrabeen Campus
Mandarin Travellers Stage 1	\$295 inc gst	Thurs 29 Apr	8	6.30pm - 8.30pm	Lillian Hong	Virtual Classroom

Spanish

Spanish Travellers Stage 1	\$304 inc gst	Mon 26 Apr	8	7.30pm - 9.30pm	Patricia La Porta	Brookvale Campus
Spanish Travellers Stage 1	\$304 inc gst	Tues 27 Apr	8	10.00am - 12.00pm	Patricia La Porta	Brookvale Campus
Spanish Travellers Stage 2	\$304 inc gst	Mon 26 Apr	8	5.30pm - 7.30pm	Patricia La Porta	Brookvale Campus
Spanish Beginners Stage 1	\$304 inc gst	Tues 27 Apr	8	2.00pm - 4.00pm	Elizabeth Holgado-Vente	St Lukes Mosman
Spanish Beginners Stage 2	\$304 inc gst	Tues 27 Apr	8	6.00pm - 8.00pm	Carolina Delfino	Mosman Campus
Spanish Beginners Stage 1	\$304 inc gst	Mon 26 Apr	8	6.00pm - 8.00pm	Carolina Delfino	Mosman Campus
Spanish Advanced Conversation	\$304 inc gst	Tues 27 Apr	8	12.00pm - 2.00pm	Elizabeth Holgado-Vente	St Lukes Mosman

For detailed information on our courses, including all materials lists and pre-requisites for studying via Virtual Classroom, visit:
nbmc.nsw.edu.au

COURSE	COST	DATE	SESSIONS	TIME	TRAINER	LOCATION
Drawing & Painting						
Botanical Art	\$319 inc gst	Tues 27 Apr	6	10.00pm - 1.00pm	Penny Walton	Mackie Lane Comm. Garden
Drawing for Intermediate	\$284 inc gst	Mon 26 Apr	8	6.30pm - 8.30pm	Mark Kingston	Narrabeen Campus
Drawing: Beginners to Intermediate	\$284 inc gst	Mon 26 Apr	8	12.00pm - 2.00pm	John Wells	Narrabeen Campus
Drawing for Beginners	\$284 inc gst	Mon 26 Apr	8	9.30am - 11.30am	Penny Walton	St Lukes Mosman
	\$284 inc gst	Tues 27 Apr	8	6.30pm - 8.30pm	Mark Kingston	Narrabeen Campus
Introduction to Drawing & Painting	\$284 inc gst	Mon 26 Apr	8	7.00pm - 9.00pm	David Pavich	St Lukes Mosman
Intro to Drawing & Painting One Day Workshop	\$106 inc gst	Sat 05 June	1	10.00am - 4.00pm	David Pavich	St Lukes Mosman
Drawing for Beginners - Weekend Workshop	\$213 inc gst	Sat 08 & Sun 09 May	2	9.00am - 3.00pm	John Wells	St Lukes Mosman
Drawing for Intermediate	\$284 inc gst	Mon 26 Apr	8	11.45am - 1.45pm	Penny Walton	St Lukes Mosman
Drawing With Pen & Wash	\$284 inc gst	Thur 29 Apr	8	10.30am - 12.30pm	Susan Bernasconi	St Lukes Mosman
Drawing with Pen & Wash: One day Workshop	\$89 inc gst	Sat 29 May	1	11.00am - 4.00pm	Susan Bernasconi	St Lukes Mosman
Oil Painting	\$270 inc gst	Thurs 20 May	6	6.15pm - 8.45pm	Mark Kingston	Narrabeen Campus
Watercolour: Beginners	\$347 inc gst	Tues 20 Apr	9	9.30am - 12.00pm	John Wells	Narrabeen Campus
Watercolour: Intermediate	\$309 inc gst	Tues 27 Apr	8	9.30am - 12.00pm	John Wells	Narrabeen Campus
Watercolour for Beginners Weekend Workshop	\$213 inc gst	Sat 19 & Sun 20 June	2	10.00am - 4.00pm	John Wells	St Lukes Mosman
Watercolour: Intermediate	\$309 inc gst	Mon 26 Apr	8	9.15am - 11.45am	John Wells	Narrabeen Campus
Ways With Watercolour	\$284 inc gst	Fri 30 Apr	8	10.30am - 12.30pm	Susan Bernasconi	St Lukes Mosman

Home, Garden & Crafts

Absolutely Fabulous Personal Style	\$207 inc gst	Sat 24 Apr	1	10.00am - 2.00pm	Sharron Del Wakely	Mosman Campus
Absolutely Fabulous Colour Analysis	\$207 inc gst	Sat 01 May	1	10.00am - 2.00pm	Sharron Del Wakely	Mosman Campus
Backyard Beekeeping	\$129 inc gst	Sat 10 Apr	1	10.00am - 4.00pm	Judith Sleijpen	St Lukes Mosman
Basic Pattern Making	\$133 inc gst	Thurs 29 Apr	3	6.00pm - 8.30pm	Carol MacKenzie	Narrabeen Campus
Bonsai for Beginners	\$129 inc gst	Sun 23 May	1	10.00am - 4.00pm	Judith Sleijpen	Mosman Campus
Clever Granny Squares	\$142 inc gst	Thurs 27 May	4	9.30am - 11.30am	Payal Bhargava	Brookvale Campus
Crochet: Beginners Stage 1	\$71 inc gst	Sat 08 May	1	9.00am - 1.00pm	Marianne Horton	St Lukes Mosman
	\$71 inc gst	Sun 19 June	1	9.00am - 1.00pm	Marianne Horton	Brookvale Campus
Garden Design in Small and Large Spaces	\$129 inc gst	Sat 22 May	1	10.00am - 4.00pm	Judith Sleijpen	St Lukes Mosman
Introduction to Gardening	\$119 inc gst	Sat 22 May	1	9.30am - 3.30pm	Cameron Graves	Brookvale Campus
General Sewing	\$284 inc gst	Tues 27 Apr	8	6.30pm - 8.30pm	Carol MacKenzie	St Lukes Mosman
	\$284 inc gst	Wed 28 Apr	8	6.30pm - 8.30pm	Carol MacKenzie	Narrabeen Campus
Interior Design - Basics	\$355 inc gst	Tues 27 Apr	8	9.15am - 11.45am	Fiona Barry	St Lukes Mosman
	\$355 inc gst	Tues 27 Apr	8	6.30pm - 9.00pm	Fiona Barry	Brookvale Campus
Interior Design - Intermediate	\$355 inc gst	Wed 28 Apr	8	6.30pm - 9.00pm	Fiona Barry	Brookvale Campus
<i>Prerequisite Interior Design Basics or equivalent</i>						
Kitchen Medicine	\$206 inc gst	Wed 28 Apr	4	10.00am - 1.00pm	Maxine Haigh	Virtual Classroom
Knitting for Beginners	\$71 inc gst	Sun 16 May	1	9.00am - 1.00pm	Marianne Horton	Brookvale Campus
Plant Propagation	\$129 inc gst	Sun 11 Apr	1	10.00am - 4.00pm	Judith Sleijpen	St Lukes Mosman
Pottery on the Wheel	\$413 inc gst	Wed 28 Apr	8	6.00pm - 8.30pm	Caitlin Robinson	Tramshed Narrabeen
Pottery (Handbuilding & Beginners Wheel)	\$413 inc gst	Tues 27 Apr	8	6.30pm - 9.00pm		Forestville Arts Ctre
	\$413 inc gst	Thurs 29 Apr	8	6.30pm - 9.00pm		Forestville Arts Ctre
Property Styling for Living or Selling	\$130 inc gst	Sat 19 Jun	1	9.30am - 4.30pm	Fiona Barry	St Lukes Mosman
Transform Your Furniture with Chalk Finish Paint	\$130 inc gst	Fri 18 June	1	9.30am - 3.30pm	Sarah Macaulay	Narrabeen Campus
Tunisian Crochet - Beginners	\$133 inc gst	Thurs 06 May	3	6.15pm - 8.45pm	Payal Bhargava	Brookvale Campus

For detailed information on our courses, including all materials lists and pre-requisites for studying via Virtual Classroom, visit:
nbmc.nsw.edu.au

Music & Singing

African Drumming Workshop	\$99 inc gst	Sat 24 Apr	1	9.00am - 1.00pm	Sal Salem	Narrabeen Campus
An Introduction to the Harp	\$105 inc gst	Wed 16 June	1	6.15pm - 8.45pm	Louise Johnson	Narrabeen Campus
Guitar: Beginners Level 1	\$125 inc gst	Wed 05 May	7	6.00pm - 7.00pm	Mark Broughton	Narrabeen Campus
	\$142 inc gst	Thurs 29 Apr	8	7.30pm - 8.30pm	Brenton White	St Lukes Mosman
Guitar: Beginners Level 2	\$125 inc gst	Wed 05 May	8	7.00pm - 8.00pm	Mark Broughton	Narrabeen Campus
The Ukulele	\$106 inc gst	Wed 05 May	6	8.00pm - 9.00pm	Mark Broughton	Narrabeen Campus
	\$106 inc gst	Fri 30 Apr	6	5.45pm - 6.45pm	Brenton White	St Lukes Mosman

Photography

Digital SLR Photography Introduction	\$310 inc gst	Mon 26 Apr	7	6.30pm - 9.00pm	Julie Crespel	Brookvale Campus
	\$310 inc gst	Wed 28 Apr	7	6.30pm - 9.00pm	Julie Crespel	Narrabeen Campus
	\$320 inc gst	Fri 30 Apr	6	10.00am - 1.00pm	Julie Crespel	Narrabeen Campus
iPhone Photography	\$99 inc gst	Sat 8 May	1	10.00am - 3.00pm	Sarah Lorient	Mosman Campus
	\$99 inc gst	Sat 5 June	1	10.00am - 3.00pm	Sarah Lorient	Narrabeen Campus



COURSE	COST	DATE	SESSIONS	TIME	TRAINER	LOCATION
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Life Skills

Introduction to Blogging	\$142 inc gst	Mon 26 Apr	4	6.15pm - 8.15pm	Alexandra Vanags	Brookvale Campus
Book Group - Reading For Pleasure	\$177 inc gst	Tues 27 Apr	8	10.00am - 11.30am	Margaret Baird	Mosman Campus/ Virtual combined
Introduction to Creative Writing	\$106 inc gst	Sat 22 May	1	9.30pm - 3.30pm	Joanne Riccioni	Brookvale Campus
Kickstart Your Novel	\$106 inc gst	Sat 05 June	1	9.30pm - 3.30pm	Joanne Riccioni	Mosman Campus
Novel Writing	\$225 inc gst	Mon 26 Apr	6	6.00pm - 8.30pm	Joanne Riccioni	Narrabeen Campus
Short Story Writing	\$142 inc gst	Thurs 06 May	4	6.30pm - 8.30pm	Elaine Collins	Mosman Campus
Zentangle	\$60 inc gst	Sun 16 May	1	10.00am - 12.00pm	Niki Lawrence	Mosman Campus

Health Fitness Mind & Soul

Develop Your Intuition	\$212 inc gst	Thurs 27 May	4	10.00am - 1.00pm	Robyn MsTique	Brookvale Campus
Hula Hooping for Beginners	\$176 inc gst	Mon 26 Apr	8	7.00pm - 8.30pm	Kiri Pedersen	Tramshed Narrabeen
Introduction to Psychic Development	\$212 inc gst	Thurs 29 Apr	4	10.00am - 1.00pm	Robyn MsTique	Brookvale Campus
Mindful Yoga	\$220 inc gst	Wed 28 Apr	8	4.00pm - 5.30pm	Kathy Penn	Warringah Bowls
Pilates	\$180 inc gst	Mon 26 Apr	8	6.00pm - 7.00pm	Christine Ritchie	Warringah Bowls
	\$180 inc gst	Mon 26 Apr	8	7.00pm - 8.00pm	Christine Ritchie	Warringah Bowls
	\$180 inc gst	Wed 28 Apr	8	6.00pm - 7.00pm	Joyce Subloo	Warringah Bowls
	\$180 inc gst	Wed 28 Apr	8	7.00pm - 8.00pm	Joyce Subloo	Warringah Bowls
Pilates - Daytime	\$190 inc gst	Mon 19 Apr	9	9.00am - 10.00am	Sonia Forato	Warringah Bowls
	\$190 inc gst	Mon 19 Apr	9	10.00am - 11.00am	Sonia Forato	Warringah Bowls
Qigong - The Art of Mindful Movement	\$120 inc gst	Tues 27 Apr	6	9.30am - 10.45am	Fiona Mackillop	Narrabeen Campus
Tai Chi	\$145 inc gst	Tues 27 Apr	8	9.00am - 10.00am	Rod Lee	Scots Kirk Mosman
Yoga For The Over 40s	\$225 inc gst	Wed 21 Apr	9	8.30am - 10.00am	Bernadette O'Donnell	Warringah Bowls
	\$225 inc gst	Thur 22 Apr	9	7.00pm - 8.30pm	Victoria Fisher	Scots Kirk Hall
Yoga For The Over 50s	\$225 inc gst	Mon 19 Apr	9	11.00am - 12.30pm	Bernadette O'Donnell	Warringah Bowls
	\$225 inc gst	Tues 20 Apr	9	10.00am - 11.30am	Bernadette O'Donnell	Warringah Bowls
	\$225 inc gst	Thur 22 Apr	9	10.00am - 11.30am	Bernadette O'Donnell	Warringah Bowls
	\$225 inc gst	Thur 22 Apr	9	12.00pm - 1.30pm	Bernadette O'Donnell	Scots Kirk Hall

Yoga For The Over 40s & 50s holiday workshops details online

Note: Course price increase at **Warringah Bowls** due to venue hire increase.

For detailed information on our courses, including all materials lists and pre-requisites for studying via Virtual Classroom, visit: nbmc.nsw.edu.au

Locations

Name	Address	Details
Brookvale Campus	Level 1, 14 William Street, 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.
Forestville Community Arts Ctr	6 Darley Street, Forestville	On-site parking available.
Mackie Lane Community Garden	Mackie Lane (off Lang St), Mosman	Parking is available in Lang Street. A short walk from Spit Junction along Military Rd.
Mosman Campus	104/1-3 Gurrigal Street, Mosman	Parking is available at Bridgepoint Parking Station, Vista Street Car Park or Mosman Square Carpark. Small staircase (7 steps), with internal lift available.
Narrabeen Campus	1525 Pittwater Road, Nth Narrabeen	Limited parking available in northern end of main carpark - spaces line marked in pink only. Parking also available in Lake Park Road and car park opposite the College.
The Tramshed	1395a Pittwater Rd, Narrabeen	Parking available in Council car park next door (check parking restrictions).
Scotts Kirk Hall	9 Belmont Road, Mosman	Located near the pedestrian crossing in Belmont Rd, opposite the High School, down the pathway on the right of the Church.
St Lukes Hall	Hattersley Room, Heydon Street, Mosman	Parking available on Heydon Street or under Bridgepoint Shopping Centre. Disabled access available.
Warringah Bowling Club	74 Bradleys Head Rd, Mosman	Parking available on Bradley's Head Road or in the Club Carpark - entrance from Prince Albert Street

Short Courses Enrolment Form (Pages 9 to 14)

This form is for short courses only. For Accredited/funded courses please contact the college.

FIRST NAME:		LAST NAME:		DATE OF BIRTH:	/ /
ADDRESS:				SUBURB:	
POSTCODE:		MOBILE:		HOME PHONE:	
*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:					

Course Details:

COURSE 1 NAME:	START DATE:	
	TIME:	
	VENUE:	
COURSE 2 NAME:	START DATE:	
	TIME:	
	VENUE:	
COURSE 3 NAME:	START DATE:	
	TIME:	
	VENUE:	

ENROLMENT OPTIONS:

Online: www.nbmc.nsw.edu.au

Phone: 9970 1000

Cheques to: Northern Beaches Community College

In person: 1525 Pittwater Road, North Narrabeen

Payment Details:

COST 1:	\$
COST 2:	\$
COST 3:	\$
-10% if eligible:	\$
TOTAL:	\$

For Terms & Conditions please go to our website: www.nbmc.nsw.edu.au or call: 9970 1000.

Credit Card Details: ☐ Visa ☐ Mastercard

Cardholder's Name: _____

Credit Card Number

Expiry Date

CVV

Cardholder's Signature: _____

Please post form to: NBMC Reply Paid, PO Box 1966, DEE WHY NSW 2099 (no stamp required)



FEE FREE TRAINING

Don't think you're eligible?


You might want to check again.

The NSW Government has announced a new training initiative, called **Skilling for Recovery (JobTrainer)**, which has a much broader eligibility criteria.

If you're on:

- **Jobkeeper**; or
- **Unemployed without any benefits**; or
- You're a **benefit recipient**;
- Maybe you're **17-24 years old** (working or not);
- Are you **new to a job** (less than six months); or
- **Employed** but don't hold a qualification higher than Certificate II.

You may be eligible to study up to, and including, a Diploma course **fee free**.

All courses in the brochure marked with an  symbol are eligible for the **fee free** training.

See below list for page numbers.

FEE FREE TRAINING - Skilling for Recovery (JobTrainer)

Full Qualifications

CHC30113 Certificate III in Early Childhood Education & Care	3
CHC50113 Diploma of Early Childhood Education & Care	3
HLT33115 Certificate III in Health Services Assistance	4
HLT33015 Certificate III in Allied Health Assistance	4
CHC33015 Certificate III in Individual Support (Ageing, Home & Community or Disability)	4
CHC42015 Certificate IV in Community Services	5
CHC43015 Certificate IV in Ageing Support	5
CHC43415 Certificate IV in Leisure & health	5
NEW CHC51015 Diploma of Counselling	5
BSB41015 Certificate IV in Human Resources	6
BSB42015 Certificate IV in Leadership & Management	6
BSB50420 Diploma of Leadership & Management	6
BSB30115 Certificate III in Business	7
BSB42618 Certificate IV in New Small Business	7

Part Qualification Introduction Courses

Introduction to Childcare	3
Introduction to Working in the Health Industry	4
Excel 2019 for Year 12 2020 School Leavers	9
First Aid - see website for date/times	
Medical Terminology	9

More introduction courses coming in May - check website for details.



**NORTHERN
BEACHES
& MOSMAN
COLLEGE**

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