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Introducing

www.mansfield.vic.au

Mansfield's own Community Website

Have your community group, business or organisation listed
FREE on this high ranking site

The Business Directory is your direct link to local businesses and services

FREE Employment listings

Keep up to date with community events and news

Get an unlimited Mansfield email account for only \$5 per annum
e.g. yourname@mansfield.vic.au

Numerous sponsorship opportunities

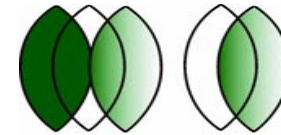
Download MACE brochures before they hit the streets

Community geographic Domain name



For further information contact MACE on 5775 2077

MACE



Programs and Services April - June 2009



5775 2077

FREE TRAINING

Improving your employment opportunities

Are you a mum or a carer that wants to get back into the workforce, but are worried you are under qualified to gain employment?

Are you unemployed and have no formal qualifications and would like to improve your skills to gain employment?

Are you a job seeker and receiving a qualification would help you gain employment?

Are you the partner of a primary producer seeking off farm employment?

Free training in the areas of Children's Services, Information Communications Technology, Hospitality and more (including First Aid and Food Safety certificates) is available through the Australian Government's 'Productivity Places Program' and the Victorian Government's 'Returning to Earning Community Access Grants' program.

Costs associated with training including travel, childcare and books/materials are also covered!

To take advantage of this fantastic opportunity contact MACE to discuss your training requirements.

Mansfield Adult Continuing Education
Registered Training Organisation #3928
145 High Street, Mansfield 3722
Ph: 5775 2077
Email: info@mace.org.au

A Victorian
Government
initiative



The Productivity Places Program is an
Australian Government initiative
www.productivityplaces.deewr.gov.au

Eligible participants need to be 15 years of age or over, unemployed and not studying full-time and be an Australian citizen or permanent resident.



Tolmie Craft & Farmers' Market

“Save the Date”

2009

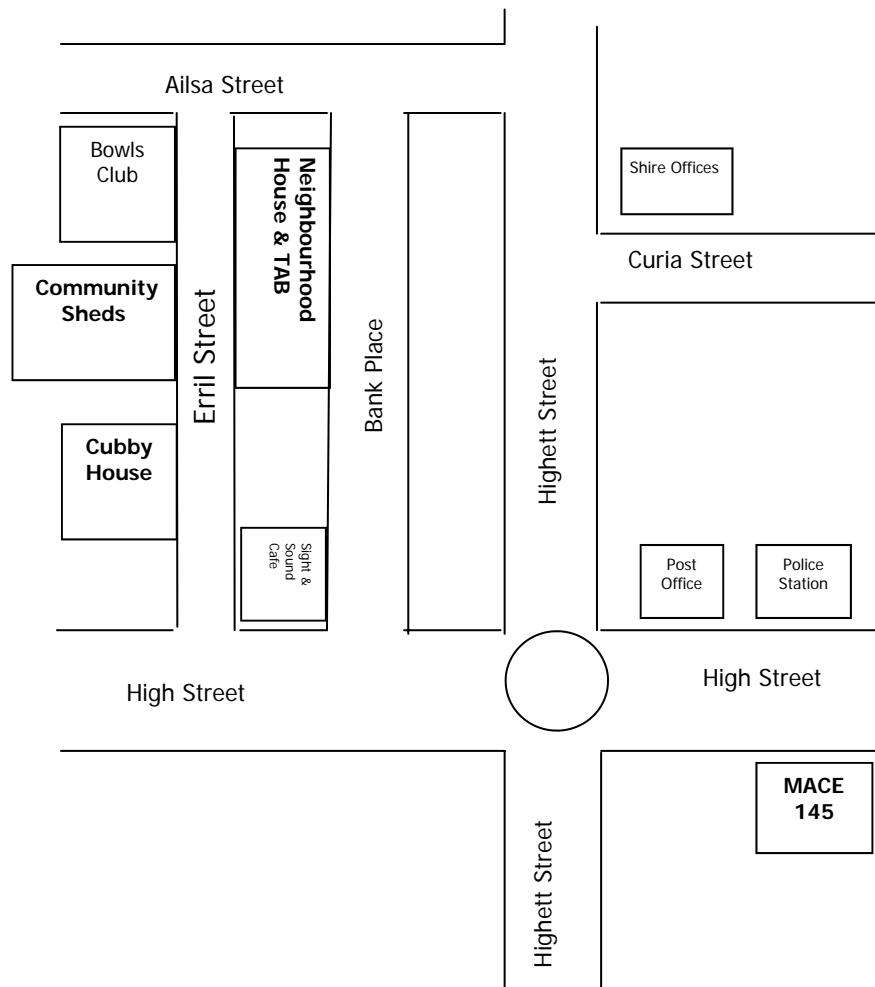
**18th April
(5th Birthday)
16th May**

(no market in Winter)

**19th September
17th October
21st November
19th December
(Twilight market)**

Contact Marg 57762231

Where to find us!



MACE

About MACE

MACE is a community owned and managed incorporated association which encompasses an Adult Community Education provider, Registered Training Organisation, Neighbourhood House, Community Men's Shed and both Long Day and Occasional Childcare Centres.

Our Services and Venues (See map on page 46)

Mansfield Neighbourhood House

Community Centre and Delatite Community Health Service
10 Bank Place

Mansfield Adult Continuing Education

Mansfield's Community College
Registered Training Organisation #3928
Centrelink Agency
Public Internet access
145—147 High Street

Mansfield Community Men's Shed

Programs for community members
Located opposite Neighbourhood House

Mansfield Community Cubby House

Long day community based childcare
Rear 40A High Street

Mansfield Take A Break Childcare

Occasional childcare
10 Bank Place

The Board of Management

Bev Close – President
Graham Corless – Vice President
Anne Reid – Treasurer
Alison Mackenzie – Secretary
Don Hodges
Joan Tie

Rob Allan
Sandra Corpe
Greg Gleich
Donna Higgins
Joy Saggars
Betty Allan

How do I enrol?

Ph: 03 5775 2077

Fax: 03 5775 1699

Drop in / mail:

145 High Street, Mansfield 3722

Email: info@mace.org.au

Payment of fees:

Fees MUST accompany enrolments.

Payment plans are welcome. Concessions apply to some courses. Please enquire about your eligibility.

Refunds:

An administration fee of \$25 per class is charged for refunds on non accredited courses if participant cancels prior to commencement. No refunds after commencement of course. MACE accredited course refund policy is available for viewing at reception.

Venue:

All courses will be held at 145 High Street unless otherwise indicated.

Cancelled Classes:

If there are insufficient enrolments, classes will be cancelled one week prior to the commencement date (fees returned).

Concession:

Refers to the holder of a current Commonwealth Health Care Card, or a Pensioner Concession Card, or a Veteran's Gold Card (or if you are the dependant spouse or dependant child of a holder). Proof will be required.

Subsidised Courses:

MACE sources funds to subsidise fees for some courses from the Adult Community and Further Education Board (ACFE) via the Hume Regional Council.

Policies:

Please visit our website at www.mansfield.vic.au for information regarding: MACE Code of Practice, Information Privacy, Complaints and Appeals, Access and Equity, Recognition of Prior Learning (RPL), Refunds



MACE Services

Centrelink Agency

MACE is your local Centrelink Agency located at 145 High Street, Mansfield. This is a self help facility to help you access Centrelink services.

Here you can:

- ◆ Use the telephone to speak to Centrelink or to use the self service options
- ◆ Fax and photocopy documents, and
- ◆ Pick up Centrelink forms and brochures

Advertising in this booklet

MACE is preparing for next terms brochure. If you would like to advertise please contact us on 5775 2077 to secure your position.

Computer Equipment needing new home!

MACE currently has some very old computer monitors and keyboards that need a new home. If you're interested please pop into the office and take a look. These items are free of charge on a first in first serve basis.

MACE Services

Photocopying

(Enquire about our special rates for local Community Groups)

	Black & White	Colour
A4 Single Sided	25c	\$1.80
Bulk 50+	18c	\$1.00
A3 Single Sided	50c	\$3.60
Bulk 50+	35c	\$2.25

Laminating

A4	\$2.50
A3	\$3.50

Public Internet and Computer Use

Per hour	\$4.00
Per hour concessions	\$2.00
Printing per page	25c

Venue Hire

A number of rooms available with facilities for refreshments.
Audio and visual equipment is also available for use with these
rooms and general hire.

Seminars - Meetings
Expos - Computer Room
In House Training

MACE News

Annual General Meeting

The Annual General Meeting of
MACE Incorporated

will be held on
Tuesday April 28, 2009
at 7.30pm
145 High Street
Mansfield.
All Welcome.
Enquiries 5775 2077.

Home Sustainability

Home Sustainability Assessors Training Program

The Home Sustainability Assessors Training Program aims to train advisors who will be able to provide householders with accurate, impartial and practical advice on how to reduce their impact on the environment.

Home Sustainability Assessors come from a range of backgrounds but their primary aim is to help householders reduce their impact on climate change.

21854VIC Course in Home Sustainability Assessment

This 8 week course comprising three units covers undertaking energy, water and waste assessments, delivering advice in a residential environment, Customer Service and OH&S.

There are no prerequisites for this course. To be accredited, participants must successfully complete the following three units of competency:

- VPAU227 Conduct sustainability assessments in residential dwellings
- BSBCMN211A Participate in workplace safety procedures
- BSBCMN208A Deliver a service to customers

This course will suit

- Horticulturalists/landscapers
- Tradespeople
- Financial counselors who advise householders on ways to cut utility bills
- People interested in sustainability and wishing to work in the field.

When: Commencing April 27th. Monday evenings 6pm-9pm
AND

Saturdays 9am-3pm until June 20th

Cost: \$210 or \$155 concession



Supporting the community of Mansfield and surrounding areas through educational group support meetings.

Like to lose weight and keep it off? What are you waiting for?

Come and join us at 145 High Street
Tuesdays at 5.00pm

New Members welcome

**For our latest offers including
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13 1997

or visit www.weightwatchers.com.au

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Mansfield Bridge Club

Bridge Club meets every Thursday night in the Buckland Room at the Neighbourhood House at 7.30pm for just \$2.00 per night.

Meet new friends and maintain your brain!



Proudly Supported Through
Regional Development Victoria

RURAL SKILLS CONNECT

Free Skills Training

The Rural Skills Connect- Southern Hume initiative is a project aimed at addressing vital skills gaps in the Southern Hume region by utilising the transferable skills of the 'on farm' sector.

The project seeks to link appropriate employment and associated training opportunities to rural farming workers, owners and operators who have the skills to meet these needs.

For more information about this great opportunity please give the project manager Deb Shaddock a call on 03 5775 8520 or email debra.shaddock@mansfield.vic.gov.au



MANSFIELD SHIRE



BENALLA
RURAL CITY



SHIRE OF
STRATHBOGIE



Stimulate the mind

Edward De Bono & The Beautiful Mind

Code: 9201

This four hour interactive seminar presented by Dr Gregory Miles is designed for people keen to improve their interpersonal and teambuilding skills.

The seminar includes:

De Bono's Beautiful Mind

- How to listen
- How to disagree
- How to be interesting
- Attitudes

De Bono's Six Thinking Hats

- Allow joint exploration of a subject
- Replace ego and aggression
- Get the best out of people

When: Thursday 28th May

Time: 9.30am—1pm

Cost: \$40

Grief & Loss

Code: 9202

This four hour interactive seminar is for those who are experiencing grief and loss, or those who would be carers of those who grieve. The seminar explores grief as the emotional response to loss, stages of grief, reactions to grief, problem mourning, dealing with grief and feelings of guilt.

Presenter: Dr Gregory Miles

When: Thursday June 18th

Time: 9.30am—1pm

Cost: \$40

Art & Craft

Dyeing to Quilt Workshop

Code: 9203

No previous experience necessary. Suitable for Patchworkers who would like to add some unique fabric to their stash. This workshop explores the amazing colour combinations that can be achieved with Procion dyes. Using 8 metres of 100% cotton fabric we will dye a 21 step Colour Wheel in Fat Quarters plus some dramatic one-of-a-kind multicoloured pieces. Then dye a further 4 metres choosing from a variety of techniques such as Dark to Light runs of one colour, the effects of adding Black to a colour, or dyeing small Colour Wheel runs in some dramatic colourways. A kit of quality fabric can be supplied for \$70 or supply your own fabric. A fee of \$30 is payable to Linda for all dyes and chemicals needed to dye 12 metres of fabric.

Tutor: Linda Tucker
When: Saturday May 23rd
Time: 10am – 4pm
Cost: \$ 35

Expressive Art Classes

Code: 9204

Enjoy this sensitive approach to creative expression. Classes begin with a guided meditation to 'free up' the mind and spirit. You do not need to be 'artistic' or have any experience. You will need: art paper, brushes and acrylic paints. Ask for a materials list on enrolment.

Tutor: Janet Marion
When: Tuesdays May 12th to 26th
Time: 10am – 1pm
Cost: \$ 55
OR
When: Saturday June 13th
Time: 10am – 4pm
Cost: \$40



David Shelton
(03) 5775 2200

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Mansfield Vic 3722

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Now you can learn how to do it and enjoy the benefits at the same time.
A simple, gentle, quick way to resolve emotional issues and remove potential blocks to vibrant health and happiness.

You can:

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- remove self sabotage and stumbling blocks. ▪ increase self confidence.
- overcome learning difficulties.

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L.D. Melb.

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EFT & TFT THERAPIST

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If we don't have it – we'll get it!

50 High Street,
 Mansfield 3722
 www.mansfieldsightandsound.com

Ph 5775 1955

Craft

Patchwork, Quilting, Knitting and Sewing

Do you enjoy patchwork, knitting and sewing? Need more space to construct your quilt? Need a few tips and ideas? If the answer is yes, then BYO machine and materials and come join a group of like-minded people in a friendly and supportive environment.

When: Tuesdays
Time: 10am – 2pm
Cost: \$5 per session
Venue: Craft Room @ Community Men's Shed

Beginners Patchwork

Code: 9205

Come and learn the basics of Patchwork and Quilting the easy way by making a simple but striking lap quilt. No experience is necessary however you must be confident in the use of a sewing machine.

Sample quilt on display at reception.

Tutor: Linda Tucker
When : Wednesdays May 6th to 27th
Time: 10am – 1pm
Cost: \$ 75

Harmonic Convergence (AKA Striptease)

Code: 9206

Learn an imaginative, new piecing technique by the talented USA quilter, Ricky Tims. Simple steps with magical results. Using only one metre of fabric, you will learn the theory behind this easy, fun technique. Recommended for quilters with basic piecing skills and experience with a rotary cutter, ruler and mat. Kit of fabric available for \$20. Sample quilt on display at reception.

Tutor: Linda Tucker
When Saturday May 9th
Time: 10am – 4pm
Cost: \$ 35

Mansfield Support Group for Children with Special Needs

The Mansfield Support Group for Children with Special Needs is a group of parents and carers of children with special needs who are concerned with the care and interests of these children and their families.

The group aims to provide support to parents of children 0-18 who have a special need by way of advocacy, information, and referral to services, and also to provide links with other parents and support groups including the Association for Children with a Disability.

A Support worker is available on Wednesdays 10am – 12noon during school term time at 145 High Street (MACE) to provide information and referral and co-ordinate the activities of the group.

Parent to parent support is available by information sharing about service and support networks, advocacy support, and community awareness about disability issues through social meetings – morning coffee, dinner meetings, occasional group outings, etc.

Contact for the group is Colleen Reynolds. Ph: 03 5779 1811.
Email: snmansfield@bigpond.com

MANSFIELD NEIGHBOURHOOD HOUSE PLAYGROUP

The Neighbourhood House Playgroup is an informal group which is operated by parents of young children. It provides the opportunity for young children to play with new friends as well as take part in cooking and craft activities. It also provides the opportunity for mum and dad to meet new friends and share the joys of being a parent. Parents need to bring a piece of fruit per child. Attendance is casual, so families may drop in. Everyone is welcome.
Phone: 5775 1070

When: Tuesdays during school terms
Time: 10am – 12 noon
Cost: \$5 per family
Venue: Mansfield Neighbourhood House



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course materials for
MACE Students
(excluding Magazines &
Newspapers)**

57 HIGH STREET MANSFIELD

PH: 5775 2649 FAX: 5775 1604

HOURS: MON-FRID 5.30AM - 6.00PM

SAT 5.30AM - 4.00PM SUN 5.30AM - 1.00PM

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Mobile: 0428 536 166

119 Facey Drive Tolmie 3723

Health and Fitness for all ages

Line Dancing

When: Tuesdays
Time: 7.30-9.30pm
Cost: \$2.00
Venue: Anderson Hall @ the Neighbourhood House

Trim & Toning

Join Shona and have fun while you trim and tone your body. Attend one or all sessions.

When: Monday, Wednesday & Friday (School Terms)
Time: 9am – 10am
Cost: \$6 per session
Venue: Anderson Hall @ the Neighbourhood House

Mansfield Lifeball

Lifeball is a non-competitive game designed for everyone. It is fun and offers a great opportunity to make new friends and is fantastic for physical health and well-being.

When: Tuesdays
Time: 8.30—9.45am
Cost: \$5 to join, \$2 each week
Venue: Mansfield Sporting Complex

Social Table Tennis

Have you played Table Tennis? We are looking for players to join our social group of fun loving older participants.

When: Thursdays
Time: 2-4pm
Cost: \$2 per week . Refreshments provided.
Venue: Drama Room at the Mansfield Sporting Complex

Julie's Fitness Classes

All classes involve a cardio component as well as body conditioning using a range of equipment. Vicfit qualified. Sessions types include low impact aerobic workout plus body conditioning & aerobic workout on a step plus body conditioning.

When: Tuesday & Thursday
Time: 6-7pm
Cost: \$7 adult or \$4 student **Enquiries:** Julie Ellett 5776 9613

Multimedia

Digital Photography

Code: 9207

This course is a basic introduction to understanding the functions of a digital camera, and how to get better quality photographs. We also look at transferring digital images from the camera to the computer, and how to store the images for further use. *Prerequisite:* Computers for Beginners or a basic understanding of computers.

When: Thursdays May 14th & 21st
Time: 9.30am—12.30pm
OR
6pm—9pm
Cost: \$65

Basic Photoshop

Code: 9208

The holiday photos are on the computer and now you want to crop them, alter the colour, or even remove that unwanted lamppost or tree. The possibilities of digital enhancement and manipulation are endless with Adobe Photoshop Elements. *Prerequisite:* Sound computer skills are essential, and an understanding of digital photography is an advantage.

When: Thursdays June 11th to 25th
Time: 9.30am—12.30pm
Cost: \$90 or \$58 concession

Advanced Photoshop

Code: 9209

As a continuation of Basic Photoshop this course will include accurate adjustment of colour and tones, layer masks, text control and complex manipulation of image contents. Class size is limited to six participants.

Tutor: Peter Lewis
When: Fridays June 12th to 26th
Time: 9.30am – 12.30pm
Cost: \$90 or \$58 concession

Accredited Training

Got the skills but not the piece of paper?

Recognition of Prior Learning (RPL) and Recognition of Current Competency (RCC) now collectively known as Recognition, allows a person to receive credit and recognition for the skills and knowledge they have, regardless of how and where they were attained, including overseas. This can include skills from:

Previous study—formal and informal

Work experience—paid and unpaid

Life experience—voluntary or leisure activities

What is important in obtaining recognition is that the knowledge and skills gained help to meet the learning outcomes and assessment criteria of the qualification being sought. In the Vocational Education and Training (VET) sector, RPL or RCC, can result in a full qualification or a Statement of Attainment for partial completion.

MACE has trained staff who can assist you with recognition using our dedicated computer software program—Competency Navigator. Contact us for full details.

MACE is registered with the Victorian Registration and Qualifications Authority (VRQA) which means MACE has met the requirements of the Australian Quality Training Framework (AQTF 2007) Essential Standards.

Whenever you see the ‘Nationally Recognised Training’ logo within a course description it indicates that the course is nationally accredited and recognised in all Australian State and Territories.



Community Men's Shed

Father and Son Woodworking

Code: 9242

Spend some quality time together embarking on a woodwork project. Kids enjoy making something tangible and what bloke doesn't enjoy an excuse to spend time in the shed?

Participants will be able to choose from three projects.

View the projects at MACE reception. Cost includes all materials.

When: Mondays May 4th to June 1st

Time: 6.30pm – 9.30pm

Cost: \$170

Woodworking for Women

Code: 9243

Woodworking course for women only at the “Men's Shed”!

Course covers basic carpentry techniques plus safe use of tools and machinery.

Participants will be able to choose from three projects.

View the projects at MACE reception. Cost includes all materials.

When: Wednesdays May 6th to June 10th

Time: 6.30pm – 9.30pm

Cost: \$170

Rob Allan has been doing fine woodwork for over 25 years specialising in furniture and boxes using traditional joinery techniques. His tools of preference are hand tools and he designs and makes one off pieces of furniture as well as restoring old furniture.

Community Men's Shed

The Mansfield Community Men's Shed is open Tuesday and Wednesday from 9am to 12noon and from 1pm until 3pm. All members of the community are welcome to use the Shed for their own projects or to drop in for a chat, a cuppa or some advice.

The Shed is well equipped with modern tools and machinery for both woodwork and metalwork projects. A small fee is charged to cover operational costs.

Secret Men's Business

An informal open forum for men only where each forum has a guest speaker on a specific topic.

Enjoy a free BBQ and refreshments while you share your own experiences related to the topic and pick up a few tips and tricks from others.

When: May 22nd and June 26th
Time: 12.30—2.00pm
Cost: Free

Introduction to Welding

Code: 9241

Learn how to weld using manual Arc welding, Mig welding and oxyacetylene welding processes. This course has been designed for the beginner and incorporates the safe operation in both theory and practical sessions covering the three most widely used welding processes in industry. **Limited to six participants only.**

When: Wednesdays April 29th to May 20th
Time: 6pm – 9pm
Cost: \$90 or \$70 concession

Computers—Accredited

ICA10105 Certificate I in Information Technology



This is an accredited entry level program for those with limited computer experience. The course provides a solid base in computer skills for people seeking a general accreditation to enter the workforce, home use, or as a start to further studies in IT such as Certificate II in Information Technology.

An excellent introduction to computers for home or business the course includes the following:

- Operate a personal computer
- Operate a word processing application (MS Word)
- Send and retrieve information using web browsers & email (MS Outlook and the Internet)
- Operate a spreadsheet application (MS Excel)
- Operate a presentation package (MS PowerPoint)
- Operate computer hardware

Tutor: Peter J Lewis
When: Thursdays commencing May 7th to November 26th excluding school holidays.
Time: 6pm-9pm
Cost: \$300 or \$135 concession

Computers — Home & Business

Computers Made Easy

Code: 9216

Designed for people with little or no computer experience. Peter will show you how easy it is as you gain a basic understanding of how the computer works with an introduction to some elements of Office software.

Tutor: Peter J Lewis
When: Fridays May 8th to 22nd
Time: 9.30am – 12.30pm
Cost: \$70 or \$60 concession

The Next Step

Code: 9217

A basic understanding of computers is assumed as Peter shows you how to extend your skills with word processing and file management with time for all those questions you wanted to ask but have been afraid to do.

Tutor: Peter J Lewis
When: Fridays June 5th to 19th
Time: 9.30am – 12.30pm
Cost: \$70 or \$60 concession

What is the hype with Skype?

Code: 9218

In these tough economic times we are all looking to save money. Did you know you can use the Internet to make free calls to friends and family? With Skype you can do just that. In this course you will learn how to install Skype on your computer and then how to make calls and to send text messages to other Skype users. Come along and let us show you how you can cut your phone bill.

Tutor: Daryl Hunt
When: Wednesday May 20th
Time: 6pm – 9pm
Cost: \$15

Mansfield Community Cubby House



The Community Cubby House is Mansfield's only long day childcare centre registered with the Victorian Department of Human Services. Our caregivers are professional, competent & understanding people who will care for your child in a safe, happy & consistent environment.

We are licensed to cater for up to 33 children with the program divided into 3 rooms – Babies, Toddlers & Over 3 years old. The routines in all rooms are flexible so that they meet the

individual needs of each child. Through play we provide challenging, fun & stimulating opportunities to encourage self & social learning.

We have an orientation process for every child & their parents which is tailored to meet individual needs. We operate Monday to Friday from 7.30am to 6.00pm.

The centre closes during the year on the following days:

- ◆ Christmas break: closed for two weeks Dec/ Jan
- ◆ Australia Day
- ◆ Labour Day
- ◆ Queen's Birthday
- ◆ Good Friday and Easter Monday
- ◆ Melbourne Cup Day

Most families who use the centre are eligible for Childcare Benefit which will reduce the amount of fees that parents will pay.

Enquiries can be made to the **Co-coordinator, Nicole Lovett, on 5775 1111** or at Rear 40A High Street Mansfield by appointment.

The Cubby House is an official "Sun Smart Centre".

Mansfield Take-A-Break Childcare Centre

WELCOME TO “TAKE A BREAK”

Our Childcare Centre has been operating now for 20 years and we pride ourselves with offering quality occasional care with experienced professional staff.

Take-A-Break is committed to providing a safe, caring and stimulating environment for children while providing parents/guardians with the opportunity to participate in MACE programs or to “take-a-break” for whatever purpose.

Take-A-Break is a registered childcare centre with the Victorian Department of Education and Early Childhood Development.

CHILDCARE OPERATING HOURS

Take-A-Break is open during school terms from 9am—12noon on Tuesday, Wednesday, Thursday & Friday

SESSION COSTS

Full session: 3 hours(9.00am – 12.00 noon) \$20.00 per session

Permanent and casual spaces available.

PROGRAM

The program endeavours to provide appropriate experiences that are designed to provide stimulation and interactive play for children in a caring, safe and stimulating environment thereby encouraging social, physical and emotional development.

Each week the program is planned and evaluated according to children’s individual needs. Parents are welcome to contribute ideas and suggestions to assist staff.

STAFF

Staff are trained and experienced in Early Childhood Development.

ENQUIRIES: Phone Katherine on
5775 1070



Computers—Home & Business

Excel

Code: 9213

This course teaches you how to correctly operate spreadsheet applications and perform basic to intermediate operations. Features create spreadsheets, formatting, incorporate objects, charts, and printing spreadsheets. Emphasis is placed on the quickest and easiest ways to accomplish activities in MS Excel.

Tutor: Peter J Lewis

When: Thursdays May 7th to 21st and June 4th (no class May 28)

Time: 9am—3.00pm

Cost: \$90 or \$60 concession

MYOB including Payroll

Code: 9210

Through a sequence of lessons you will set up a company, use a general ledger, chequebook, sales invoices, purchase orders, inventory and card file centres. Create invoices and purchase orders, identify transactions, make adjustments, examine reports and reconcile bank accounts. This course provides the option including a dedicated session on Payroll.

Tutor: Julie White

When : May 26th and 27th (MYOB only)
May 28th (Payroll only)

Times: MYOB 9.30am - 3pm
Payroll 9.30am – 1.30pm

Cost: MYOB including Payroll - \$220 or \$140 concession
MYOB only - \$150 or \$80 concession
Payroll only - \$70 or \$60 concession

Computers—Home & Business

Internet for Seniors

Code: 9219

So you have decided that this Internet thing is not a passing fad and you want to know how it works. Come along to MACE and in a supportive environment we will show you how to use the Web and more importantly how to safely find information on topics that interest you. Also how to send and receive emails so you can keep in contact with friends and family.

Tutor: Daryl Hunt

When: Wednesdays May 13th and 20th

Time: 10am – 12noon

Cost: \$30

LEARNING THE SKILLS BUT
NEED THE TOOLS?

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With access to all the big brands like Compaq, Hewlett Packard, Toshiba, Acer, and more, we can supply the perfect machine to match your computer needs all at very competitive prices

We can even connect you to Bigpond Broadband so you are ready to tackle the World Wide Web!

Come in and talk to our friendly staff and let us help you update to the latest technology



54 High St
Mansfield

P 5775 2099 F 57751687 E mansfield@retravision.com.au



Construction

21883VIC Course in Construction (OH&S Induction—Formerly Red Card)



Code: 9239

As set out in part 5.1 of the *Occupational Health & Safety Regulations 2007*, a person must not do construction work at a workplace unless they are registered, or taken to be registered, to perform that work.

This course meets the requirements of the OHS Regulations 2007 for workers on construction sites to be registered. WorkSafe approved.

Tutor: Will Walker

When: Conducted on demand—phone for next date

Cost: \$150

Log Building School

Code: 9240

Instructor Brian Morrison from The Pat Wolfe Log Building School Of Ontario Canada is holding a four week course in Log Home construction in Mansfield in July.

A Pat Wolfe Log Building Course is designed to expand knowledge - both of log building techniques and tools, their correct use and maintenance. It is a hands on course. Practicality is stressed from the outset. All students become familiar with the basic notches of the European chinkless style of log building.

A log building course is a confidence builder. Course curriculum is geared to the progress and maturing skills of the students. Brian shares his own building experiences with the students and teaches all aspects of building with wood and its application in a log structure. Courses cover safety, trees and logging, foundations, sill systems, log walls, windows and doors, log shrinkage, plates and roof systems.

When: Commences Monday July 6th for four weeks

Cost: \$1500

Licences / Licence Restoration

Loadshifting Machine Licensing

(Forklift; Front End Loader/Backhoe; Bobcat or Excavator)



Code: 9237

Obtain your licence with this course which covers theory and practical assessment. The course is intended for experienced operators over 18 years who do not require additional training to operate the machine. Successful Forklift participants (only) need to apply to participating Australia Post outlets at an additional cost of \$60 for their national licence to perform high risk work from the Victorian WorkCover Authority.

** It is preferable that you have access to a machine for practical testing.

When: Tuesday May 26th or Wednesday May 27th
Or

Tuesday June 23rd or Wednesday June 24th

Time: 9am—4pm

Cost: \$330 per licence

Licence Restoration—Drink Driving Education

Code: 9238

Lost your licence due to driving under the influence of alcohol? MACE holds License Restoration course and Assessments. Depending on your Blood Alcohol reading, age and occurrence of offences you may be required by law to attend a drink driving education program or have an individual assessment.

When: Fridays June 5th & 19th

Time: 9am—1pm – Full course

Cost: \$180 per course & \$140 per assessment

Adult Literacy

Read Write Now—Adult Literacy

Code: 9232

This is a program to give you the confidence to improve your basic literacy skills in a friendly and informal class environment.

One on one sessions also available.

Tutor: Sandra Corpe

When: Mondays commencing May 11th

Time: 6.30pm — 8pm

Cost: \$3 per session

Workplace Training and Assessment

TAA40104 Certificate IV in Training and Assessment

Looking to upgrade your training qualification or to become a fully qualified trainer and assessor?



This qualification is required by anyone who is involved in the delivery and assessment of national qualifications and is designed to provide workplace trainers and teachers within the Vocational Education and Training sector with a range of delivery and assessment skills.

It consists of 14 Units of Competency (12 Core Units plus 2 Elective Units). The qualification is designed for:

- Current holders of BSZ40198 Certificate IV in Assessment and Training who are seeking to update their qualification.
- Former holders of Workplace Category 2 qualification, who need to gain re-qualification for currency.
- People who are looking for a new career direction and wish to work within the Education/Training/Assessment system.

Delivery Hours

Program duration is three hours per week for 26 weeks. On-the-job training options also available.

An upgrade program for holders of BSZ40198 is also available.

Tutor: Gayle Berg von Lindhe
When: Wednesdays commencing May 20 excluding school holidays.
Time: 6-9pm
Cost: \$1500 for full course or \$900 for upgrade course

**Please note an information session will be held on
Wednesday May 8 at 7pm.**

Health & Well Being

Saturday Wellbeing Sessions

During the month of May we are presenting three lecture/demonstrations in conjunction with the Templestowe Wellbeing Association. The Association aims to raise people's general wellbeing as well as the wellbeing of our planet.

Allergies - How Can Kinesiology help? - Lecture with demonstration
Code: 9234

This presentation covers the definition of Kinesiology, the ways it detects imbalances in the body and how corrections are done. The cause of allergies will be explained and a correction demonstrated.

Presenter: Barbara Batticciotto, Kinesiologist
When: Saturday 2nd May
Time: 2pm – 4pm **Cost:** \$8

Natural Ways to Manage Cholesterol - Lecture
Code: 9235

This presentation will cover the distinction between “good” and “bad” cholesterol, nutritional aspects and natural ways of maintaining optimal cholesterol levels.

Presenter: Carrun Squires, Naturopath
When: Saturday May 16th
Time: 2pm – 4pm **Cost:** \$8

Non-toxic Cleaning and Disinfection—Lecture with demonstration
Code: 9236

This presentation will describe how non-toxic personal care agents can work beneficially for the body. It will also describe the energy aspect of cleanliness. A way of avoiding harsh toxic chemicals will be presented highlighting the many qualities of the 100% human and environmentally safe, natural, organic Miracle II products range, as well as the fascinating history of these.

Presenter: Greg Brown, Consultant of Circle of Life
When: Saturday May 30th
Time: 2pm – 4pm **Cost:** \$8



LEARNING IN RETIREMENT

Come and join Mansfield U3A (University of the Third Age) and experience the pleasure of meeting new people in an informative, fun and relaxed environment.

Study Group meets 1st and 3rd Monday of each month 10.45am for an 11.00am start at the Buckland Room, Mansfield Neighbourhood House.

“1840—1879 The Modern Age Begins” is the chosen subject for 2009 including topics such as Revolutions of 1848, US Expansion, Modern Art, The British Empire, The Golden Age of Rail and more.

Cost: \$15.00 annual fee. \$1.00 each time you attend.
Tea/Coffee provided.

Contact Brooke on 5775 1070.

Mansfield Seniors

Mansfield Seniors meet at the Buckland Room, Mansfield Neighbourhood House on the first Tuesday of each month and new members are welcome.

Carpet Bowls is played by members each Tuesday at the centre from 10am - 12noon and on Thursdays from 2pm - 4pm the members play Bingo/Hoy.

When there is a fifth Thursday in the month, the members are invited to lunch at the Commercial Hotel. These lunches are subsidised by the group.

MACE arranges lunches for the members at the centre once per term which are well attended and enjoyed by the members. The group is grateful to the Bush Market Committee and the Mansfield Shire for grant support each year. These grants enable the club to subsidise trips to various locations and to arrange the “free lunches” during the year. Members must attend at least 6 meetings, afternoon cards or morning bowls to be eligible to attend these functions.

Ph: 5775 1070

Diploma of Children’s Services



CHC50302 Diploma of Children’s Services

This course is for people who want to work as qualified child care workers in centre-based and family day care. You will develop the skills, knowledge and attitudes relevant to meet the intellectual, language, physical, social and emotional needs of children in centre-based care. This qualification covers workers who are responsible for developing and evaluating the program. Workers at this level have responsibility for the supervision of other staff and volunteers and in most States it is the highest qualification required at Director or service manager level. In Victoria it is the qualification required for a worker to be considered qualified for the purposes of licensing of the service. A range of options are available and we ask you to contact Paul Sladdin on 5775 2077 to discuss study and payment options.

When: Commencing in August

Cost: \$2300



MANSFIELD GARDEN CLUB

Last Thursday of month
AUTISTIC CENTRE Highett St Mansfield
Further information contact Kathy on 5776 2313

ENJOY...
Garden visits
Guest speakers
Meeting other keen gardeners

Proudly sponsored by
Yencken Dyason Garden Centre &
Snow Gum Nursery

Cooking

Asian Adventure

Code: 9220

Take a culinary trip around Asia. Each week we will look at a different cuisine, get to know the ingredients, herbs and spices and dishes associated with each cuisine. We will cook up a feast and then sit down to enjoy the fruits of our labour!

Please bring an apron and your favourite knife.

Week 1—Thai

Week 2—Vietnamese

Week 3—Malaysian

Week 4—Bali/Indonesian

Tutor: Andy Kappes
When: Tuesdays May 5th to 26th
Time: 6pm – 9pm
Cost: \$ 40 per session or \$150 for all four

Let's Entertain!

Code: 9221

Are you a bit hesitant to put on a dinner party? Not quite sure what types of dishes to serve and how to pull everything together at the right time? In this series of classes we will prepare and cook foods for various types of occasions, such as impromptu dinners, “impressing the boss” type situations, long lazy brunches and family gatherings.

Please bring an apron and your favourite knife.

Tutor: Andy Kappes
When: Thursdays May 28th to June 11th
Time: 6pm – 9pm
Cost: \$ 90

General Interest

Classical Greek

Code: 9231

If reading Homer, Euripides or Plato in the original Greek appeals to you, this course is where you can start. A combination of grammar, vocabulary, exercises and an adapted text will see you reading the Greek of fifth century BC Athens from day one. It's about reading not speaking. The course will also introduce you to the life and ways of ancient Greece. This extraordinary program, delivered by Colleen Chaston, PHD in Classical Greek, is conceptually not difficult and designed to stimulate the mind.

Tutor: Colleen Chaston
When: Thursdays May 28th to August 13th
Time: 6pm - 8pm
Cost: \$135

Social Networking

Code: 9215

Learn how to use Facebook and MySpace to connect and share with family and friends. If possible bring along some photos on your USB flashdrive.

When: Wednesday May 27th
Time: 7pm – 9pm
Cost: \$10

Mobile Bluetooth

Code: 9233

Learn to understand Bluetooth technology and how it works on your mobile phone.

When: Wednesday May 13th
Time: 7pm-8pm
Cost: \$8

General Interest

Mansfield Young Players

Code: 9228

Experience the joy of the theatre. Participants will learn a variety of skills in both on stage performance and backstage roles throughout the year. A feature in 2009 will be a focus on puppetry skills and participation in the High Country Festival. Please note participants must be 12 years of age or turning 12 this year.

When: Mondays April 27th to June 15th (no class June 8)

Time: 4pm-6pm

Cost: \$75

Venue: Mansfield Neighbourhood House

Basic Navigation

Code: 9229

Learn to navigate from A to B, or locate your position using a map and compass. Instruction will also be given on basic settings for a handheld GPS. Practical learning activity involves navigating around a short bush course.

Tutor: Peter Lewis

When: Friday May 29th **Time:** 6pm-9pm

AND

Sunday May 31st **Time:** 10am –3pm

Cost: \$70

Singing for Fun

Code: 9230

Come and join Betty Mace (yes, that is her name) at MACE for a friendly sing-along of old time favourites that we all know and love. Includes a cuppa and afternoon tea.

When: Recommencing Friday 24th April

Time: 2pm-4pm

Cost: Gold coin donation

Hospitality

Responsible Service of Food

Code: 9222

This Program is designed for those working in the Hospitality and Retail Food Industry and covers one Nationally Accredited and Recognised Unit from the SIT07 Tourism, Hospitality & Events Training Package:

- SITXOHS002A Follow Workplace Hygiene procedures.

When: Tuesday May 19th or Tuesday June 16th

Time: 6pm—9pm

Cost: \$95 or \$58concession

Food Safety Supervisor

Code: 9223

This Program is designed for those working in a supervisory role in the Hospitality and Retail Food Industry and has been constructed from two Nationally Accredited and Recognised Units from the SIT07 Tourism, Hospitality & Events Training Package:

- SITXOHS002A Follow Workplace Hygiene procedures.
- SITXFSA001A Implement Food Safety procedures.

When: Tuesdays May 19th & 26th or Tuesdays June 16th & 23rd

Time: 6pm—9pm

Cost: \$180 or \$65 concession

Responsible Serving of Alcohol

Code: 9224

The Responsible Serving of Alcohol (RSA) course is designed to provide liquor service staff with the knowledge and awareness necessary to responsibly serve alcohol on licensed premises. Any staff member involved in the supply or service of liquor will benefit from RSA training.

When: Tuesday May 19th

Time: 6.30—9.30pm

Cost: \$80



First Aid

First Aid

Recent changes to the National Training System have seen state accredited courses in First Aid Level 1 and Level 2 be replaced by units within the revised Health Training Package HLT07. The following courses are delivered by Ambulance Victoria RTO 6934.

Would you know what to do in an emergency?

Perform CPR—HLTCPR201A

Code: 9225

Time is critical and knowing what to do in the first few minutes can save a life or prevent serious injury. This course provides the knowledge, confidence and life-support skills needed in the first few minutes of a life-threatening situation which enable breathing and circulation to be maintained until medical help arrives. The course covers:

- ✦ Recognise when a person is having a cardiac arrest
- ✦ Correctly call for Ambulance assistance
- ✦ Individual CPR training with the aid of resuscitation manikins
- ✦ Provide vital assistance and support to the patient while waiting for the Ambulance to arrive
- ✦ Infant and child CPR

When: Saturday May 16th

Time: 9am—12noon

Cost: \$60



Trainers and Assessors Wanted

MACE is seeking to employ qualified sessional Trainers/Assessors in the industry areas of Hospitality and Information Communications Technology. Interested applicants must have a Certificate IV in Training and Assessment (TAA40104) and current industry experience. Above award conditions apply.

Contact Paul Sladdin on 5775 2077.

First Aid

Perform Basic Emergency Life Support—HLTFA201A

Code: 9226

This course provides the information and skills required to effectively deal with potentially life-threatening situations. The course covers:

- ✦ Dealing with an emergency incident
- ✦ Care of an unconscious patient
- ✦ Choking
- ✦ Cardio Pulmonary Resuscitation (CPR)
- ✦ Control of major bleeding
- ✦ Shock
- ✦ Calling an Ambulance

When: Saturday May 16th

Time: 9am—5pm

Cost: \$95

Apply First Aid—HLTFA301B

Code: 9227

This course provides the information and the skills required to effectively deal with First Aid emergencies and accidents that occur as part of daily life and in workplace environments. The course covers:

- ✦ All of Perform Basic Emergency Life Support
- ✦ Burns
- ✦ Poisons, bites and stings
- ✦ Fractures, sprains and strains
- ✦ Medical conditions including stroke, asthma, epilepsy and diabetes

When: Saturday May 16th & Sunday May 17th

Time: 9am—5pm

Cost: \$190

