



Now including courses provided  
by Mosman Community College



**Mosman**  
Community College  
Day :: Evening :: Weekend

# Course Guide

# TERM 1

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

**2019**  
**JAN - APR**

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## ABOUT NBCC

Information with regard to who we are, our business statement, our commitment to quality, privacy, courses and industry training packages, the recognition process and mutual recognition can be found on our website at [www.nbcc.nsw.edu.au](http://www.nbcc.nsw.edu.au) or please phone us on 9970 1000 for a hard copy of these documents.

### Registered Training Organisation

NBCC 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 qualifications that appear on our scope of registration. The College focuses its training on qualifications in Aged Care, Disability, Early Childhood Education & Care, Nursing, Allied Health, Community Services, Business Services, Information Technology, Leadership & Management and Financial Services.

### Recognition of Prior Learning

Your existing skills and 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.

## 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 Certificate IV and Diplomas. These are part of the Australian Qualifications Framework.

NBCC 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 required to meet stringent standards and audited regularly by ASQA to ensure compliance with those standards.

## ABOUT MOSMAN COMMUNITY COLLEGE

Mosman Evening College was established in 1949 when the NSW State Government, under the Shared Use of School Premises Agreement, made classrooms and halls in NSW schools available in the evenings for local community groups to conduct courses.

On opening night, 14 February 1949, 293 students submitted their application for enrolment in classes from Dressmaking and Music Appreciation to Woodwork and Millinery. Today we offer over 300 courses per term for students of all ages both day and night for members of the Mosman Community as well as further afield.

In 2002 the College became known as Mosman Community College with the mission of providing lifelong learning opportunities in the local area.



### KEEP UPDATED

Sign up to our newsletter for information on new courses and to see what’s happening at NBCC and MCC.

To subscribe visit: [www.nbcc.nsw.edu.au](http://www.nbcc.nsw.edu.au)

All information is considered correct at time of printing.



**NORTHERN  
BEACHES  
COMMUNITY  
COLLEGE**



**Mosman**  
Community College  
Day :: Evening :: Weekend

## LATEST NEWS

*Northern Beaches Community College and Mosman Community College are very pleased to announce that we are joining forces to be able to offer a bigger and better range of vocational and lifestyle courses to our local communities.*

### OPEN EVENING 2019

Do you want to upgrade your skills, are you retraining for a new career or looking at improving your employment prospects? Call in and find out how we can help you!

Come along for your chance to see the College up-close and personal. Chat face-to-face with our full qualification trainers and admin staff and have all your questions answered. Find the information you need to help you choose and enrol in your ideal course.

We offer nationally accredited certificate and/or diploma training in:

- early childhood education & care
- aged care, disability, home & community care
- community services and allied health
- nursing assistant
- business/ leadership & management
- computing
- human resources
- bookkeeping/financial services
- a range of accredited short courses

*Limited fully funded places available for accredited short courses (eligibility conditions apply).*

A wide range of lifestyle courses also available!

**Wednesday 30 January 2019**

**4.30pm - 7.30pm**

**Narrabeen Annex**

1525 Pittwater Rd, Nth Narrabeen

**Mosman  
Community  
College**

**70<sup>th</sup>**

**Anniversary**

1949 ...◆... 2019

Celebrating 70 years  
of adult education in  
Mosman.

Mosman Evening College first threw open its doors in February 1949. On opening night 293 students enrolled in Dressmaking, Music Appreciation, Dramatic Art, Weaving, Cooking, Woodwork & Millinery. Since then we have offered thousands of classes in Mosman in a variety of subjects.

If you have a story to tell of classes at Mosman Community College over the past 70 years we would love to hear from you.

PO Box 186, Mosman 2088  
daretolearn@nbcc.nsw.edu.au  
02 9968 4000

**Mosman Community  
College**

### ENROLMENT DAY

If you would like to book into a  
Mosman Community College course  
in person, please attend on:

**Tuesday 22 January 2019**

**11am - 7pm**

**St Lukes Hall**

Heydon Street, Mosman

# Community Services, Nursing, Health, Aged & Disability Care



Do you have a caring nature and want to work in one of the fastest growing industries in Australia? Our courses are designed to assist you on your career path.



## 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 in the community with a home care service provider and/or an aged care facility.

Some of the skills you will learn in this mixed mode learning course include:

- The human body and how to support its healthy functioning
- How to support the empowerment of older people
- The skills to meet personal client support and care needs
- Safe client care practices
- How dementia can affect a person and strategies for communicating with, supporting and monitoring a client with dementia
- First Aid
- Tools to communicate and collaborate effectively with clients, their families and co-workers.

Disability electives  
will be held on  
Fridays.

(Note: if studying disability, some of the subjects above will be replaced by subjects to support disabled clients)

### Career Options

Assistant in Nursing; Home Care Assistant; In-Home Respite Worker; Personal or Community Care Attendant; Support Service Worker

### Cost

Cost from \$1450 or \$240 concession. Interest free payment plan available.  
*Fee free scholarships currently available for those 15-30 yrs of age in receipt of a Commonwealth Benefit or a dependant of a Commonwealth Benefit recipient - other fee free opportunities available - see website for more information. This training is subsidised by the NSW Government.*

### Class Schedule

#### DAYTIME

Wednesdays and Thursdays  
13 February to 4 July 2019  
9.00am to 2.45pm | Narrabeen Annex

#### EVENING

Tuesdays and Thursdays  
12 February to 4 July 2019  
6.00pm to 9.00pm | Narrabeen Annex

- Completion of 120 hours work placement (organised for you by the College)
- Flexible, weekly self-study hours
- An additional First Aid training day

See website for full course description:  
[www.nbcc.nsw.edu.au](http://www.nbcc.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.

This mixed mode learning course gives a range of entry point employment opportunities in community services fields. These include residential services, recreation programs, educational support services, advocacy, employment support services, respite services and community or neighbourhood houses. .

**Career Options:** Case Worker; Community Services Worker; Domestic Violence Worker; Family Support Worker; Health Education Officer; Support Worker

**Cost:** Cost from \$1990 or \$240 concession. See website for eligible concessions. Interest free payment plan available.

*Fee free scholarships currently available for those 15-30 yrs of age in receipt of a Commonwealth Benefit or a dependant of a Commonwealth Benefit recipient - other fee free opportunities available - see website for more information. This training is subsidised by the NSW Government.*

### Class Schedule

#### DAYTIME

Wednesdays and Thursdays  
13 February to 26 September 2019  
9.00am to 2.45pm | Narrabeen Annex

#### EVENING

Tuesdays  
12 February to 17 December 2019  
6.00pm to 9.00pm | Narrabeen Annex

Work placement and weekly self study hours are required.

See website for details and full course outline.



### FOR MORE INFORMATION

on any of these courses please contact Nadia Louw on 9970 1008 or email [nadia@nbcc.nsw.edu.au](mailto:nadia@nbcc.nsw.edu.au)

Don't  
forget

The new Northern Beaches Hospital is now open, creating even more job opportunities for our graduates.





## 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.

Some of the skills you will learn in this mixed mode learning course include:

- Safe working practices and infection control
- Assist with nursing care in an acute care environment
- Medical terminology
- Assist with movement
- Perform patient observations and simple dressings
- Recognise healthy body systems

Police Check, Working with Children check and Health Care Worker/Student Vaccination Record Card must be obtained for work placement purposes.

See website for full course description: [www.nbcc.nsw.edu.au](http://www.nbcc.nsw.edu.au)

**Career Options:** Assistant in Nursing; Nursing Support Worker; Ward Assistant

**Cost:** Cost from \$1600 or \$240 concession. See website for eligible concessions. Interest free payment plan available. *Fee free scholarships currently available for those 15-30 yrs of age in receipt of a Commonwealth Benefit or a dependant of a Commonwealth Benefit recipient - other fee free opportunities available - see website for more information. This training is subsidised by the NSW Government.*

### Class Schedule

#### DAYTIME

Mondays and Tuesdays  
11 February to 2 July 2019  
9.00am to 2.45pm | Narrabeen Annex

#### EVENING

Mondays and Wednesdays  
11 February to 3 July 2019  
6.00pm to 9.00pm | Narrabeen Annex

- Completion of 80 hours work placement (organised for you by the College)
- Flexible, weekly self-study hours
- An additional First Aid training day

Talk to us about completing HLT33015 Certificate III in Allied Health Assistance concurrently with this course to expand your employment opportunities!



## HLT33015 Certificate III in ALLIED HEALTH ASSISTANCE

Would you like to work as an assistant to a Speech Pathologist, Occupational Therapist, Physiotherapist or other Allied Health Professional?

Some of the skills you will learn in this mixed mode learning course include:

- Follow an allied health program
- Safe working practices and Infection control
- Medical terminology
- Assist with client movement
- Recognise healthy body systems

You must obtain a Police Check prior to work placement.

See website for details and full course description: [www.nbcc.nsw.edu.au](http://www.nbcc.nsw.edu.au)

**Career Options:** Allied Health Assistant; Occupational Therapy Assistant; Physiotherapist's Assistant; Podiatrist's Assistant; Rehabilitation Assistant, and so much more.

**Cost:** From \$1450 or \$240 concession. See website for eligible concessions. Interest free payment plan available.

*Fee free scholarships currently available for those 15-30 yrs of age in receipt of a Commonwealth Benefit or a dependant of a Commonwealth Benefit recipient - other fee free opportunities available - see website for more information. This training is subsidised by the NSW Government.*

### Class Schedule

#### DAYTIME

Mondays and Tuesdays  
11 February to 2 July 2019  
9.00am to 2.45pm | Narrabeen Annex

#### EVENING

Mondays and Wednesdays  
11 February to 3 July 2019  
6.00pm to 9.00pm | Narrabeen Annex

- Completion of 80 hours work placement
- Flexible, weekly self-study hours
- An additional First Aid training day



## CHC43015 Certificate IV in AGEING SUPPORT (for Existing Workers)

Do you already work in the industry but would like to be more specialised and take on more responsibility? This course offers more advanced skills to help you get there.

This mixed mode course is structured for those who have already completed a Certificate III in Aged Care, Individual Support or equivalent, or are currently working in the industry. It includes flexible weekly self study hours. Work placement required (if not currently working in the sector). This course is also available through a traineeship pathway.

See website for details and full course description: [www.nbcc.nsw.edu.au](http://www.nbcc.nsw.edu.au).

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

**Cost:** From \$1990 or \$240 concession. See website for eligible concessions. Interest free payment plan available. Course cost will reduce if credit transfer or RPL is successfully obtained.

*Fee free scholarships currently available for those 15-30 yrs of age in receipt of a Commonwealth Benefit or a dependant of a Commonwealth Benefit recipient - other fee free opportunities available - see website for more information. This training is subsidised by the NSW Government.*

Talk to us about how easy it is to upskill from Certificate III to Certificate IV

### Class Schedule

#### EVENING

Tuesdays and Thursdays  
12 February to 4 July 2019  
6.00pm to 9.00pm  
Narrabeen Annex

- Flexible, weekly self-study hours
- An additional First Aid training day

# Early Childhood Education & Care



Do you have a caring and creative nature and want to work in an in-demand industry? Early Childhood offers flexible employment opportunities and strong career pathways.



## PROFESSIONAL DEVELOPMENT

NBCC provides quality, informative, practical and realistic continuing professional development opportunities to owners, directors and educators alike. These programs are tailor made and delivered by our team of degree qualified, early childhood trainers who have extensive experience in the early childcare industry.

We offer classes in:

- Behaviour Guidance
- Programming & Planning in Early Childhood
- STEM in Early Childhood
- Environments and Play Spaces in Early Childhood
- Sustainability in Early Childhood Services
- Nationally Accredited Child Protection (CHCPRT001)
- Nationally Accredited First Aid in an Education & Care Setting (HLTAID004)

Recently endorsed to provide specific NESA approved programs. Enquire now for centre bookings (min. 10 participants).

Please visit our website for scheduled classes or contact Natalie Thornberry on 9970 1001 to discuss arranging a customised learning experience at your centre.

## TRAINEESHIPS

A traineeship provides the option to 'learn and earn' from day one. One of the main benefits of undertaking formal education through a traineeship pathway is gaining a combination of training and paid employment, leading to skills and qualifications recognised across Australia and by other employers in the industry.

NBCC delivers individual, tailored training and supportive traineeship course programs for students who have secured employment with an approved education and care service.

Traineeships are available at Certificate III and Diploma level. As well as career opportunities for the trainee, employers may also be eligible for government incentives.



### FOR MORE INFORMATION

on any of these courses please contact Natalie Thornberry on 9970 1001 or email [natalie@nbcc.nsw.edu.au](mailto:natalie@nbcc.nsw.edu.au)



## 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. So don't miss out on this great employment opportunity in a rapidly growing industry. You will be taught a wide range of fantastic skills and gain the knowledge needed to care for young children incl:

- How to support children's play and learning
- How to care for babies, toddlers and children
- First Aid
- Holistic development
- Health, nutrition and food safety for children 0-6 years
- Positive communication techniques
- Identify and respond to children at risk

This course is also available through a traineeship pathway (enquire with your potential employer about this great option). See website for full details.

### Career Options

Early Childhood Educator; Childhood Educator Assistant; Nanny; Family Day Care Worker; Play Group Supervisor; Occasional Care Facilities; Crèches; Preschools

### Cost

Cost from \$1600 or \$240 concession. See website for eligible concessions. Interest free payment plan available. *Fee free scholarships currently available for those 15-30 yrs of age in receipt of a Commonwealth Benefit or a dependant of a Commonwealth Benefit recipient - other fee free opportunities available - see website for more information. This training is subsidised by the NSW Government.*

### Great News!

Cert. III in Early Childhood Education & Care is now also being held at Mosman.

### Class Schedule

#### DAYTIME - Narrabeen

Mondays, Tuesdays & Wednesdays  
11 February to 3 July 2019  
9.15am to 2.45pm | Narrabeen Annex

#### DAYTIME - Mosman

Thursdays and Fridays  
14 February to 4 October 2019  
9.30am to 3.30pm | St Lukes Mosman

#### Requirements:

- Classroom study plus min.120 hrs work placement (8 hr days)
- An additional mandatory full day is required for First Aid training.
- Weekly self study hours required. See website for details.
- A Working with Children Check will need to be obtained.



## 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.

It's a very popular course simply because the early childhood sector is booming ...and to apply for senior positions later on, you'll need this qualification. You'll cover all the core skills in Certificate III (see above), but then you learn extras such as:

- Educational programs, and how to design & implement these to stimulate learning
- Nurture creativity in children
- Lead the work team
- Creating, updating and implementing policy and procedures
- Designing and implementing curriculum

This course is also available through a traineeship pathway (enquire with your potential employer about this great option). See website for full course description.

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

**Cost:** Cost from \$4420. Interest free payment plan available. *This training is subsidised by the NSW Government.*

### Class Schedule

#### DAYTIME

Mondays, Tuesdays & Wednesdays  
11 February to 11 December 2019  
9.15am to 2.45pm | Narrabeen Annex

#### Requirements:

- Classroom study plus 240 hrs of work placement (8 hr days)
- One Saturday in Term 1 will also be required for First Aid training.
- Students will be required to obtain a Working with Children Check prior to commencing work placement.
- Weekly self study hours required.



## CHC50113 Diploma of EARLY CHILDHOOD EDUCATION & CARE (for Existing Workers)

Do you already have your Cert III and are keen for more responsibility? Do you want to apply for senior management positions such as Team Leader? If yes, this specially designed "shortened Diploma" is just for you.

Why not talk to us and find out how your current knowledge and experience can count towards a Diploma. NBCC college offers RPL (Recognition of Prior Learning) which means, if approved, your current work experience can reduce the time and cost of your Diploma. A range of core subjects complete your training.

This course is also available through a traineeship pathway (enquire with your potential employer about this great option).

Weekly self study hours required. Work placement required if not currently working in the industry. See website for details and full course description: [www.nbcc.nsw.edu.au](http://www.nbcc.nsw.edu.au)

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

**Cost:** Cost from \$3600 (Final cost will be determined by Credit Transfers based on competency achieved against current CHC30113 Certificate III in Early Childhood Education and Care qualification and any RPL achieved). Interest free payment plan available. *This training is subsidised by the NSW Government.*

### Class Schedule

#### DAYTIME

Thursdays | 7 February to 12 December 2019  
9.15am to 2.45pm | Narrabeen Annex

#### Requirements:

- 240 hours work placement. Please note variation to work placement will apply according to confirmation of current industry experience and/or completion of accredited study.
- An additional mandatory full day is required for First Aid training.
- A Working with Children Check will need to be provided.



# Business & Financial Services



Get into business or finance with our latest Certificate courses.



## 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?

Completing this course will give you the practical understanding of what it takes to run a successful small business. Some of the skills you will learn in this mixed mode learning course include (see website for full details):

- Create a viable business plan
- Understand legal requirements and responsibilities
- Manage business finances
- Promote and advertise your business
- Design a digital action plan

**Career Options:** Small Business Manager

**Cost:** Cost from \$1580 or \$240 concession. See website for eligible concessions. Interest free payment plan available.

*Fee free scholarships currently available for those 15-30 yrs of age in receipt of a Commonwealth Benefit or a dependant of a Commonwealth Benefit recipient - other fee free opportunities available - see website for more information. This training is subsidised by the NSW Government.*

### Class Schedule

#### EVENING

Wednesdays (plus 2 full day Saturdays)  
6 February to 11 December 2019  
6.15pm to 9.15pm | Brookvale Campus  
Additional self study hours required.



### FOR MORE INFORMATION

on New Small Business courses  
please contact Natalie Thornberry  
on 9970 1001 or email  
natalie@nbcc.nsw.edu.au



## BSB30115 Certificate III in BUSINESS

This qualification provides training in a range of essential administrative duties required to maintain a healthy business.

Some of the skills you will learn in this mixed mode learning course include:

- Microsoft Word 2016, Excel 2016 & PowerPoint 2016
- Windows 10 and file management
- Basic bookkeeping and MYOB
- MYOB Payroll
- Customer service and team work
- Organise personal work priorities and development.

This course is also available through a traineeship pathway. See website for details and full course description: [www.nbcc.nsw.edu.au](http://www.nbcc.nsw.edu.au).

**Career Options:** Customer Service Assistant; Data Entry Operator; General or Accounts Clerk; Payroll Officer; Typist or Word Processing Operator

**Cost:** From \$1320 or \$240 concession. See website for eligible concessions. Interest free payment plan available.

*Fee free scholarships currently available for those 15-30 yrs of age in receipt of a Commonwealth Benefit or a dependant of a Commonwealth Benefit recipient - other fee free opportunities available - see website for more information. This training is subsidised by the NSW Government.*

### Class Schedule

#### DAYTIME

Tuesdays & Wednesdays | 19 February to 26 June 2019  
9.30am to 2.30pm | Brookvale Campus

Additional self study hours required.



## FNS40217 Certificate IV in ACCOUNTING & BOOKKEEPING

Do you want an accounting/bookkeeping career?

This nationally recognised qualification is ideal for aspiring and practising bookkeepers or employees performing bookkeeping tasks for organisations in a range of industries.

Anyone providing a BAS service as a contractor must be registered by the Tax Practitioners Board and this qualification is currently cited as meeting the educational requirements for registration - refer to [tpb.gov.au](http://tpb.gov.au) for full details of registration requirements.

Mixed mode learning. This course is also available through a traineeship pathway. See website for full course description.

Prerequisite: Existing basic bookkeeping and MYOB skills required.

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

**Cost:** From \$1980 or \$240 concession. See website for eligible concessions. Interest free payment plan available.

*Fee free scholarships currently available for those 15-30 yrs of age in receipt of a Commonwealth Benefit or a dependant of a Commonwealth Benefit recipient - other fee free opportunities available - see website for more information. This training is subsidised by the NSW Government.*

### Class Schedule

#### EVENING

Mondays | 8 February to 16 December 2019  
(plus 8 full Saturdays)  
6.15pm to 9.15pm | Brookvale Campus

Additional self study hours required.



### FOR MORE INFORMATION

on the above two courses please  
contact Margaret Perusich  
on 9970 1000 or email  
margaretp@nbcc.nsw.edu.au



# Management & Human Resources



If you are interested in effectively managing people, then one of our Management or Human Resources courses might be just right for you.



## 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. Some of the skills you will learn in this mixed mode learning course include:

- Staff recruitment and induction
- Performance management
- Employee and industrial relations procedures
- Implement customer service standards
- Develop teams and individuals
- Lead team effectiveness

**Career Options:** Administration Officer; Executive Personal Assistant; Human Resources Officer; Office Administrator; Project Assistant; Recruitment Officer

**Cost:** Cost from \$1580 or \$240 concession. See website for eligible concessions. Interest free payment plan available. *Fee free scholarships currently available for those 15-30 yrs of age in receipt of a Commonwealth Benefit or a dependant of a Commonwealth Benefit recipient - other fee free opportunities available - see website for more information. This training is subsidised by the NSW Government.*

### Class Schedule

#### EVENING

Tuesdays  
12 February to 10 December 2019  
6.15pm to 9.15pm  
Brookvale Campus

Additional self study hours required.  
See website for details.

This course is also available through a traineeship pathway.



## 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?

Some of the skills you will learn in this mixed mode learning course include:

- Skills to become an effective manager & leader
- Communicate with team members and senior management
- Identify risk and apply risk management processes
- Consult and develop team objectives
- Build client relationships and business networks
- Prepare work plans and budgets
- Implement customer service strategies

**Career Options:** Team Leader; Coordinator; Manager; Supervisor

**Cost:** Cost from \$1580 or \$240 concession. See website for eligible concessions. Interest free payment plan available. *Fee free scholarships currently available for those 15-30 yrs of age in receipt of a Commonwealth Benefit or a dependant of a Commonwealth Benefit recipient - other fee free opportunities available - see website for more information. This training is subsidised by the NSW Government.*

### Class Schedule

#### EVENING

Tuesdays  
12 February to 10 December 2019  
6.15pm to 9.15pm  
Brookvale Campus

Additional self study hours required.  
See website for details and full course outline.

This course is also available through a traineeship pathway.



## BSB51918 Diploma of LEADERSHIP & MANAGEMENT

This qualification, which has been 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.

Some of the skills you will learn in this mixed mode learning course include:

- Become a more effective team manager and leader
- Get results and increase satisfaction through performance management
- Increase workplace productivity at an operational level
- Manage risk, budgeting and finance
- Deliver quality projects
- Manage personal work priorities and professional development
- Develop and apply strategies to improve business performance

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

**Career Options:** Manager across a range of enterprise and industry contexts.

**Cost:** Cost from \$2530. Interest free payment plan available. *This training is subsidised by the NSW Government.*

### Class Schedule

#### EVENING

Thursdays (plus 5 full day Saturdays)  
7 February to 12 December 2019  
6.15pm to 9.15pm  
Brookvale Campus

Saturday dates (9.30am-3.30pm):  
9 March, 25 May, 15 June, 10 August  
and 7 Sept 2019.

Additional self study hours required.



### FOR MORE INFORMATION

on the above courses please  
contact Natalie Thornberry on  
9970 1001 or email  
[natalie@nbcc.nsw.edu.au](mailto:natalie@nbcc.nsw.edu.au)

# Funded Training



Talk to us about funded training, you might be surprised at what is available!

## Funded Training for Individuals

Community Service Obligation Funding (CSO) is available to assist eligible students to complete training which will help them improve their employment opportunities and/or move into higher level training.

**Eligibility requirements for CSO funding are (for a complete list of criteria see our website):**

### Q1 Can you tick ALL the boxes below?

- ☐ An Australian Citizen/ Permanent Resident/ New Zealand citizen/ Humanitarian visa holder
- ☐ Aged 15 years or older
- ☐ No longer at school
- ☐ Live or work in NSW

### Q2 One of the options below?

- ☐ An Australian Aboriginal or Torres Strait Islander
- ☐ Someone with a disability or is the dependent child, spouse or partner of someone with a disability
- ☐ Someone who is experiencing hardship (letter needed from medical professional, government agency or support agency eg. your GP or Counsellor).
- ☐ A recipient of an eligible benefit, or a dependent child, spouse or partner of a recipient of an eligible benefit (see below)
  - ☐ Age Pension
  - ☐ Carer Payment
  - ☐ Exceptional Circumstances Relief Payment
  - ☐ Family Tax Benefit Part A (max. rate)
  - ☐ Newstart Allowance
  - ☐ Sickness Allowance
  - ☐ Veterans' Affairs Pension
  - ☐ Widow Allowance
  - ☐ Wife Pension
  - ☐ Austudy
  - ☐ Disability Support Pension
  - ☐ Farm Household Allowance
  - ☐ Parenting Payment (Single)
  - ☐ Special Benefit
  - ☐ Veterans' Children Education Scheme
  - ☐ Widow B pension
  - ☐ Youth Allowance



**Accredited  
Course  
Symbol**

If you can tick **all** the boxes in **Q1** and **one** of the boxes in **Q2**, you are well on your way to being eligible for funded training. Check out pages 10-15, all courses that display the accredited symbol are available for funded positions.



## Funded Training for Small Business

Tech Savvy for Small Business is a NSW Department of Industry initiative to **support small business owners** and their staff by providing **fully subsidised training** in short courses targeting information technology, business services or foundation skills.

To see if your staff and company are eligible just answer **yes** to both of the questions below:

### Can the student tick ALL the boxes below?

- ☐ An Australian Citizen/ Permanent Resident/New Zealand Citizen/Humanitarian Visa Holder
- ☐ Aged 15 years or older
- ☐ No longer at school
- ☐ Live or work in NSW

### Does the company have:

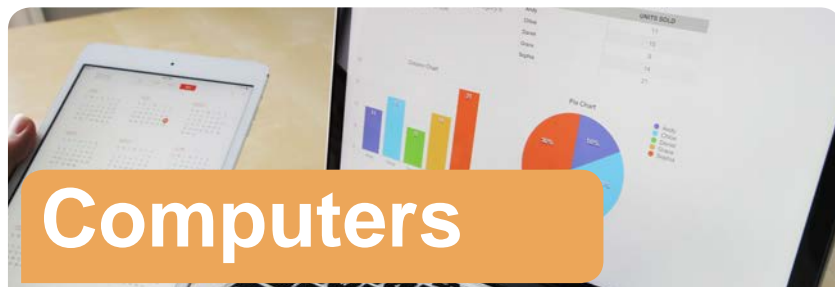
- ☐ Up to 20 employees **OR** ☐ Annual turnover of less than \$2 million

**WHAT COURSES ARE OFFERED?** All courses on pages 11-19 that display the above accredited symbol are available for funded positions. (Excludes first aid and hospitality courses)

**CUSTOMISED TRAINING?** If you have a minimum of 10 staff who need training, talk to us about a customised course for your staff. The course can be delivered at your premises or in one of our modern, fully equipped training rooms.

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

*This training is subsidised by the NSW Government.*



# Computers

## 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.

### Organise Your Files & Photos (Windows PCs only)

\$64 gst exempt | 1 session  
Tues 26 Mar | 9.30am - 1.30pm  
Narrabeen Annex | Gabrielle Kinghorn

### Facebook for Seniors

\$91 gst exempt | 2 sessions  
Thurs 21 Feb | 10.00am - 12.30pm  
Narrabeen Annex | Gabrielle Kinghorn

## Office Skills

### Organise Your Files & Photos (Windows PCs only)

*Bring USB stick, Smartphone and smart phone charging cable*

\$76 gst exempt | 1 session  
Fri 22 Feb | 9.30am - 1.30pm  
Narrabeen Annex | Vera Hannan

### Touch Typing for Adults

*FSKDIG03 Use digital technology for routine workplace tasks*

\$251 gst exempt | 6 sessions  
Fri 1 Mar | 9.30am - 11.30am  
Brookvale Campus | Gabrielle Kinghorn

**FUNDED** for eligible students. See page 10 for eligibility information

## Microsoft Office

### Word 2016 Just the Basics

\$151 gst exempt | 1 session  
Fri 22 Mar | 9.30am - 4.30pm  
Narrabeen Annex | Vera Hannan

### Word 2016 Introduction

*BSBITU201 Produce simple word processed documents. Please bring a USB flash drive.*

\$315 gst exempt | 3 sessions  
Wed 06 Mar | 9.30am - 2.30pm  
Brookvale Campus | Nicky Bull

**FUNDED** for eligible students. See page 10 for eligibility information

### Word 2016 Intermediate

*BSBITU303 Design and Produce Text Documents. Prerequisite: Basic Word and keyboarding skills. Please bring USB flash drive.*

\$249 gst exempt | 4 sessions  
Tues 12 Feb | 6.00pm - 9.00pm  
Narrabeen Annex | Vera Hannan

**FUNDED** for eligible students. See page 10 for eligibility information

### Excel 2016 Just the Basics

\$151 gst exempt | 1 session  
Mon 18 Feb | 9.30am - 4.30pm  
Brookvale Campus | Nicky Bull

## Fully Funded Course

**Can you tick all of the boxes below, and need some basic computer skills to get you into the workforce?**

Why not talk to us about enrolling in the ICT10115 Certificate I in Information, Digital Media and Technology 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 résumé.

- ☐ An Australian Citizen/Permanent Resident/New Zealand Citizen/Humanitarian Visa Holder
- ☐ Aged 15 years or older
- ☐ No longer at school
- ☐ Live or work in NSW

## ICT10115 Certificate I in INFORMATION, DIGITAL MEDIA AND TECHNOLOGY

This course is ideal for students who are looking for an introduction to computers and would like to expand their résumé to include a Nationally Accredited Qualification. You will learn:

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

**Prerequisite:** Some basic keyboard and mouse skills and have access to a computer with MS Office programs.

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

### Class Schedule

#### DAYTIME

Mondays, Tuesdays, Wednesdays  
11 February to 20 March 2019  
9.30am-2.30pm | Narrabeen Annex

Mondays, Tuesdays, Thursdays  
4 March to 11 April 2019  
9.30am-2.30pm | Brookvale Campus

#### EVENING

Mondays and Wednesdays  
11 February to 22 May 2019  
6.00pm-9.00pm | Narrabeen Annex

## Tech Savvy Seniors

**FUNDED!** This training is subsidised through a partnership between the NSW Government & 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.

Please note that the training rooms at NBCC Brookvale Campus are located on the first floor of the building with **no lift access**.

If driving to the Narrabeen Annex, please park in the northern end of the main car park (spaces line marked in pink only) or across Pittwater Road in Lakeside Park.

### Introduction to iPads

*Prerequisite: Please bring a charged Apple iPad with the latest IOS software update installed*

\$15 gst exempt | 2 sessions  
Thurs 14 Feb | 10.00am - 12.30pm  
Narrabeen Annex | Emma Congues

\$15 gst exempt | 2 sessions  
Sat 23 Feb & Sat 9 Mar  
10.00am - 12.30pm  
St Lukes Mosman | Emma Congues

### iPads The Next Step

*Prerequisite: Please bring a charged Apple iPad with the latest IOS software update installed*

\$15 gst exempt | 2 sessions  
Thurs 28 Feb | 10.00am - 12.30pm  
Narrabeen Annex | Emma Congues

### Introduction to iPhones

*Prerequisite: Please bring a charged Apple iPhone, with the latest IOS software update installed*

\$15 gst exempt | 2 sessions  
Thurs 14 Mar | 10.00am - 12.30pm  
Narrabeen Annex | Emma Congues


### iPhones the Next Step

*Prerequisite: Please bring a charged Apple iPhone, with the latest IOS software update installed*

\$15 gst exempt | 2 sessions  
Thurs 28 Mar | 10.00am - 12.30pm  
Narrabeen Annex | Emma Congues

### iCloud for Seniors

\$15 gst exempt | 1 session  
Thurs 11 Apr | 10.00am - 12.30pm  
Narrabeen Annex | Emma Congues

*Training courses marked with an accredited symbol  may be subsidised by the NSW Government, subject to eligibility.*



## Excel 2016 Introduction

BSBITU304 Produce spreadsheets. Prerequisite: Basic Windows skills. Please bring a USB flash drive.

\$315 gst exempt | 5 sessions  
Tues 12 Mar | 6.00pm - 9.00pm  
Narrabeen Annex | Vera Hannan

\$315 gst exempt | 3 sessions  
Wed 27 Mar | 9.30am - 2.30pm  
Brookvale Campus | Nicky Bull

**FUNDED** for eligible students. See page 10 for eligibility information

## Excel 2016 Intermediate

Prerequisite: Excel Introduction course or equivalent skills/knowledge. Please bring a USB flash drive.

\$132 gst exempt | 2 sessions  
Tue 19 Mar | 6.15pm - 9.15pm  
Brookvale Campus | Nicky Bull

## Excel 2016 Advanced

Prerequisite: Excel Intermediate course or equivalent skills and knowledge. Please bring a USB flash drive.

\$132 gst exempt | 2 sessions  
Tues 02 Apr | 6.15pm - 9.15pm  
Brookvale Campus | Nicky Bull

## PowerPoint 2016 Introduction

BSBITU302 Create electronic presentations. Prerequisite: Basic Word skills. Please bring USB flash drive.

\$315 gst exempt | 3 sessions  
Fri 01 Mar | 9.30am - 2.30pm  
Narrabeen Annex | Vera Hannan

\$315 gst exempt | 5 sessions  
Thurs 07 Mar | 6.00pm - 9.00pm  
Narrabeen Annex | Vera Hannan

**FUNDED** for eligible students. See page 10 for eligibility information

## Outlook 2016 - Email, Contacts & Calendar

ICTICT107 Use Personal Productivity tools. Prerequisite: Basic keyboarding skills

\$199 gst exempt | 2 sessions  
Mon 25 Mar | 9.30am - 2.30pm  
Narrabeen Annex | Gabrielle Kinghorn

**FUNDED** for eligible students. See page 10 for eligibility information

## Bookkeeping & Accounting

### Basic Bookkeeping & MYOB

BSBFIA301 Maintain financial records & BSBFIA302 Process payroll. Prerequisite: Strong file management skills using Windows PC.

\$615 gst exempt | 8 sessions  
Thurs 14 Feb | 9.30am - 2.30pm  
Brookvale Campus | Judy Thomas

\$495 gst exempt | 9 sessions  
Wed 13 Feb | 6.15pm - 9.15pm  
Brookvale Campus | Alea Cochrane  
(Additional self study required)

**FUNDED** for eligible students. See page 10 for eligibility information

## Xero for Beginners

Prerequisite: Strong file management skills using Windows PC & basic internet skills. Must have a Xero account established before class, set up instructions can be provided on request.

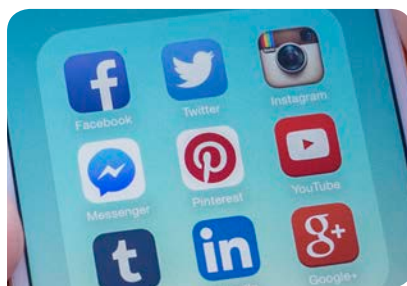
\$223 gst exempt | 2 sessions  
Sat 09 Mar | 9.30am - 3.00pm  
Brookvale Campus | Maxine Haigh-White

\$223 gst exempt | 4 sessions  
Thurs 21 Feb | 6.15pm - 9.15pm  
Brookvale Campus | Maxine Haigh-White

## Xero Payroll

Prerequisite: Basic internet skills. Must be familiar with Xero or have attended our Xero for Beginners course.

\$110 gst exempt | 1 session  
Sat 30 Mar | 9.30am - 3.00pm  
Brookvale Campus, Maxine Haigh-White



## Social Media

### Introduction to Facebook for Beginners

\$68 gst exempt | 1 session  
Thurs 14 Feb | 9.30am - 1.00pm  
Narrabeen Annex, Gabrielle Kinghorn

### Getting Started with Facebook for Business

\$115 gst exempt | 1 session  
Sat 19 Jan | 9.30am - 3.30pm  
Brookvale Campus | Margaret Perusich

## Social Media at Work

ICTWEB201 Use social media tools for collaboration and engagement. Prerequisites: Must be familiar with using a Facebook personal account.

\$485 gst exempt | 5 sessions  
Thurs 7 Mar | 9.30am - 2.30pm  
Narrabeen Annex | Gabrielle Kinghorn

**FUNDED** for eligible students. See page 10 for eligibility information

## Website & Graphic Design

### Photoshop CC Level 1

ICTICT204 Operate a digital media technology package. Prerequisite: Good skills with PC or Mac. Manual provided.

\$415 gst exempt | 7 sessions  
Mon 11 Feb | 6.30pm - 9.30pm  
Brookvale Campus | Sarah Lorien

**FUNDED** for eligible students. See page 10 for eligibility information



## Photoshop CC Introduction

Prerequisite: Good skills with PC or Mac. Manual provided.

\$187 gst exempt | 3 sessions  
Mon 11 Feb | 6.30pm - 9.30pm  
Brookvale Campus | Sarah Lorien

## Photoshop CC Taster

Prerequisite: Good skills with PC or Mac.

\$115 gst exempt | 1 session  
Sat 19 Jan | 9.30am - 3.30pm  
Brookvale Campus | Sarah Lorien

## Photoshop CC Level 2

Prerequisite: Good skills with PC or Mac and completion of the Photoshop CS6 Essentials course or equivalent skills/knowledge.

\$118 gst exempt | 2 sessions  
Mon 01 Apr | 6.30pm - 9.30pm  
Brookvale Campus | Sarah Lorien

## InDesign CC Level 1

Prerequisite: Good skills with PC or Mac. Manual provided. BSBITU309 Produce desktop published documents.

\$415 gst exempt | 7 sessions  
Wed 27 Feb | 6.30pm - 9.30pm  
Brookvale Campus | Deborah Stokes

**FUNDED** for eligible students. See page 10 for eligibility information

## Illustrator CC Level 1

ICTICT204 Operate a digital media technology package. Prerequisite: Good skills with PC or Mac. Manual provided.

\$390 gst exempt | 4 sessions  
Mon 18 Feb | 9.30am - 2.30pm  
Brookvale Campus | Deborah Stokes

**FUNDED** for eligible students. See page 10 for eligibility information

## Create a Website with WordPress.com

Prerequisite: Windows skills. You must create a Wordpress.com account prior to class. Instructions provided on request. Cheat sheet provided.

\$188 gst exempt | 2 sessions  
Wed 27 Feb | 9.30am - 1.30pm  
Brookvale Campus | Jodi Allbon

## Photo Editing with Lightroom

\$450 inc. gst | 4 sessions  
Thurs 10 Jan | 6.00pm - 9.30pm  
St Lukes Mosman | Richard Lynch

For detailed information on our courses including all materials lists visit:  
**nbcc.nsw.edu.au**

Please note: NBCC does not accept responsibility for materials purchased if a course is cancelled.



Training courses marked with an accredited symbol may be subsidised by the NSW Government, subject to eligibility.





# Languages

Stage 1 includes basic grammar and vocabulary, individual or small group work. Stage 2 aims to give more fluency in conversation making the student more confident and knowledgeable with meeting and greeting, and to be able to carry out a simple conversation.

Courses A1 to C1 follow the Common European Framework of Reference for Languages (CEFR) guidelines. For more information please see our website: [www.nbcc.nsw.edu.au](http://www.nbcc.nsw.edu.au)

Purchase of a text book may be required for the course (approx \$60).

## French

### French: Beginners Stage 1

\$212 inc gst | 5 sessions  
Mon 11 Feb | 6.15pm - 8.45pm  
Brookvale Campus |

### French: Beginners Stage 2

\$212 inc gst | 5 sessions  
Mon 18 Mar | 6.15pm - 8.45pm  
Brookvale Campus |

### French A1 Beginners 1

\$360 inc gst | 10 sessions  
Mon 04 Feb | 12.30pm - 2.30pm  
St Lukes Mosman | Dominique Partridge

### French A1 Travellers

\$330 inc gst | 9 sessions  
Mon 04 Feb | 7.00pm - 9.00pm  
St Lukes Mosman | Nicole Laugier

### French A1 Beginners 5

\$330 inc gst | 9 sessions  
Tues 05 Feb | 7.00pm - 9.00pm  
Mosman High | Nicole Laugier

### French A1 Beginners 9

\$360 inc gst | 10 sessions  
Wed 06 Feb | 12.30pm - 2.30pm  
St Lukes Mosman | Dominique Partridge

### French A1-A2: Practice Speaking French - Beginner Level

\$295 inc gst | 8 sessions  
Tues 05 Feb | 7.00pm - 9.00pm  
Mosman High | Kathleen Beaubois

### French A2 Intermediate 1

\$330 inc gst | 9 sessions  
Wed 06 Feb | 7.00pm - 9.00pm  
St Lukes Mosman | Nicole Laugier

### French A2 Intermediate 7

\$230 inc gst | 6 sessions  
Wed 06 Mar | 10.00am - 12.00pm  
St Lukes Mosman | Dominique Partridge

### French A2 Intermediate Film Study

\$155 inc gst | 4 sessions  
Wed 06 Feb | 10.00am - 12.00pm  
St Lukes Mosman | Dominique Partridge

### French B2 Intermediate 6

\$400 inc gst | 9 sessions  
Tues 05 Feb | 12.30pm - 2.30pm  
Cammeray Golf Course | Nicole Laugier

### French C1 Advanced

\$495 inc gst | 9 sessions  
Tues 05 Feb | 9.30am - 12.00pm  
Cammeray Golf Course | Nicole Laugier

### French C1 Book Club

\$80 inc gst | 1 sessions  
Wed 27 Feb | 3.30pm - 6.30pm  
St Lukes Mosman | Nicole Laugier

## German

### German: Beginners Stage 1

\$212 inc gst | 5 sessions  
Thurs 14 Feb | 6.15pm - 8.45pm  
Brookvale Campus | Arnisa Skrami

### German: Beginners Stage 2

\$212 inc gst | 5 sessions  
Thurs 21 Mar | 6.15pm - 8.45pm  
Brookvale Campus | Arnisa Skrami

### German A2 Beginners 5

\$350 inc gst | 8 sessions  
Tues 12 Feb | 6.00pm - 8.00pm  
Mosman High | Wolfgang Mueller

### German C1 Conversation

\$350 inc gst | 8 sessions  
Sat 09 Feb | 10.00am - 12.00pm  
Warringah Bowls | Wolfgang Mann

## Italian

### Italian: Beginners Stage 1

\$212 inc gst | 5 sessions  
Wed 13 Feb | 11.00am - 1.30pm  
Brookvale Campus | Flavia Natoli

\$212 inc gst | 5 sessions  
Mon 11 Feb | 7.00pm - 9.30pm  
Brookvale Campus | Francesca Modica

### Italian: Beginners Stage 2

\$212 inc gst | 5 sessions  
Wed 20 Mar | 11.00am - 1.30pm  
Brookvale Campus | Flavia Natoli

\$212 inc gst | 5 sessions  
Mon 18 Mar | 7.00pm - 9.30pm  
Brookvale Campus | Francesca Modica

### Italian A1 Beginners 1

\$295 inc gst | 8 sessions  
Thur 07 Feb | 7.00pm - 9.00pm  
St Lukes Mosman | Rosa Santi

### Italian A1 Beginners 3

\$295 inc gst | 8 sessions  
Tues 05 Feb | 7.00pm - 9.00pm  
Mosman High | Rosa Santi

### Italian A2 Intermediate 1

\$295 inc gst | 8 sessions  
Thur 07 Feb | 9.30am - 11.30am  
Mosman Art Annex | Rosa Santi

### Italian B2 - Advanced Conversation

\$310 inc gst | 8 sessions  
Mon 04 Feb | 10.00am - 12.00pm  
St Lukes Mosman | Laura Lennon

## Japanese

### Japanese: Beginners Stage 1

\$212 inc gst | 5 sessions  
Thurs 14 Feb | 6.15pm - 8.45pm  
Brookvale Campus | Liberty Campbell

### Japanese: Beginners Stage 2

\$212 inc gst | 5 sessions  
Thurs 21 Mar | 6.15pm - 8.45pm  
Brookvale Campus | Liberty Campbell

## Mandarin

### Mandarin: Beginners Stage 1

\$212 inc gst | 5 sessions  
Mon 11 Feb | 6.30pm - 9.00pm  
Narrabeen Annex | Linda Bennett

### Mandarin: Beginners Stage 2

\$212 inc gst | 5 sessions  
Mon 18 Mar | 6.30pm - 9.00pm  
Narrabeen Annex | Linda Bennett

## Spanish

### Spanish: Beginners Stage 1

\$212 inc gst | 5 sessions  
Mon 11 Feb | 6.15pm - 8.45pm  
Brookvale Campus | Patricia La Porta

### Spanish: Beginners Stage 2

\$212 inc gst | 5 sessions  
Mon 18 Mar | 6.15pm - 8.45pm  
Brookvale Campus | Patricia La Porta

### Spanish A1 Beginners

\$295 inc gst | 8 sessions  
Tues 05 Feb | 11.45am - 1.45pm  
St Lukes Mosman | Elizabeth Holgado-Vente

### Spanish A1 Beginners 1

\$295 inc gst | 8 sessions  
Wed 06 Feb | 7.00pm - 9.00pm  
Mosman Art Annex | Mario Cinario

### Spanish A1 Beginners 2

\$295 inc gst | 8 sessions  
Tues 05 Feb | 7.00pm - 9.00pm  
Mosman High | Carolina Delfino

### Spanish A1 Intermediate 1

\$295 inc gst | 8 sessions  
Tues 05 Feb | 2.15pm - 4.15pm  
St Lukes Mosman | Elizabeth Holgado-Vente

### Spanish B1 Beginners 7

\$295 inc gst | 8 sessions  
Tues 05 Feb | 7.00pm - 9.00pm  
Mosman High | Lucrecia Strickland

For details on  
English as a Second Language  
please see page 19



# Workskills

## Workskills & Money Matters

### Customer Service Skills

BSBCMM301 Process customer complaints; BSBCUS301 Deliver and monitor a service to customers

\$445 gst exempt | 4 sessions  
Tues 19 Mar | 9.30am - 2.30pm  
Brookvale Campus | Matt Tanks

**FUNDED** for eligible students. See page 10 for eligibility information

### How to Create a Market Stall

\$42 gst exempt | 1 session  
Mon 18 Mar | 6.30pm - 9.00pm  
Narrabeen Annex | Amy Clarke

### Living In A Strata Scheme Building

\$90 inc gst | 1 session  
Tues 05 Feb | 6.00pm - 8.00pm  
Mosman High | Paul Miller

### Medical Terminology

BSBMED301 Interpret and apply medical terminology appropriately

\$130 gst exempt | 2 sessions  
Mon 25 Feb & Tues 26 Feb  
9.00am to 12.00pm  
Narrabeen Annex | Jo Neophyton

\$130 gst exempt | 2 sessions  
Mon 25 Feb & Wed 27 Feb  
6.00 to 9.00pm  
Narrabeen Annex | Kate Dolan

**FUNDED** for eligible students. See page 10 for eligibility information

### Preparing For A Financially Successful Retirement

\$51 inc gst | 1 session  
Tues 12 Feb | 6.30pm - 9.30pm  
Mosman High | Alex Cook

\$51 inc gst | 1 session  
Thurs 28 Mar | 6.15pm - 9.15pm  
Brookvale Campus | Alex Cook

### Radio Workshop

\$120 gst exempt | 1 session  
Sat 23 Feb | 9.00am - 4.00pm  
Radio Northern Beaches | Andrew Goodman Jones

### Retire In Style Successfully

\$175 inc gst | 1 session  
Sat 16 Feb | 9.30am - 4.30pm  
St Lukes Mosman | Melissa Gilbert

### Self Managed Super Funds

\$51 inc gst | 1 session  
Tues 05 Feb | 6.30pm - 9.30pm  
Mosman High | Alex Cook

\$51 inc gst | 1 session  
Thurs 04 April | 6.15pm - 9.15pm  
Brookvale Campus | Alex Cook

### Sign Language 1

\$220 gst exempt | 7 sessions  
Mon 11 Feb | 7.00pm - 9.00pm  
Narrabeen Annex | Deaf Society of NSW

\$220 gst exempt | 7 sessions  
Tues 12 Feb | 7.00pm - 9.00pm  
Mosman High | Deaf Society of NSW

### Successful Stock Market Investing

\$34 inc gst | 1 session  
Thurs 28 Mar | 6.30pm - 8.30pm  
Brookvale Campus | James Diegelman

### What Every Woman Should Know About Financial Planning

\$51 inc gst | 1 session  
Tues 19 Feb | 6.30pm - 9.30pm  
Mosman High | Alex Cook

## First Aid

### Provide First Aid

HLTAID003 Provide First Aid - Flexible Delivery.  
*Pre-course work required.*

\$115 gst exempt | 1 session  
9.00am - 5.00pm

**See website for course dates and to enrol.**

**FUNDED** for eligible students. See page 10 for eligibility information

### Provide First Aid Response in an Education & Care Setting

HLTAID004 Provide an emergency first aid response in an education and care setting - Flexible Delivery. *Pre-course work required.*

\$115 gst exempt | 1 session  
9.00am - 5.00pm

**See website for course dates and to enrol.**

**FUNDED** for eligible students. See page 10 for eligibility information

### CPR Accredited

HLTAID001 Provide Cardiopulmonary Resuscitation - Flexible Delivery.  
*Pre-course work required.*

\$65 gst exempt | 1 session  
9.00am - 12.30pm

**See website for course dates and to enrol.**

**FUNDED** for eligible students. See page 10 for eligibility information

### Mental Health First Aid

\$280 gst exempt | 2 sessions  
9.00am to 4.00pm | Eleni Psillakis

**See website for course dates and to enrol.**

### Youth Mental Health First Aid (for Adults Living or Working with Youth)

\$340 gst exempt | 2 sessions  
9.00am to 5.00pm | Eleni Psillakis  
**See website for course dates and to enrol.**

## Hospitality

### Provide Responsible Service of Alcohol (RSA)

(Please note this is not a refresher course)

SITHFAB002 Provide responsible service of alcohol



\$165 gst exempt | 1 session  
9.30am - 4.00pm

**See website for course dates and to enrol.**

**FUNDED** for eligible students. See page 10 for eligibility information

### Provide Responsible Gambling Services (RCG)

SITHGAM001 Provide responsible gambling services



\$110 gst exempt | 1 session  
9.30am - 4.00pm

**See website for course dates and to enrol.**

**FUNDED** for eligible students. See page 10 for eligibility information



### Barista Training

SITHFAB005 Prepare and serve espresso coffee, SITXFSA001 Use hygienic practices for food safety

*3-4 hour online pre-course work required.*

\$160 gst exempt | 1 session  
Wed 6 Mar | 9.30am - 5.00pm  
Narrabeen Annex | Kat King

\$160 gst exempt | 1 session  
Wed 3 Apr | 9.30am - 5.00pm  
Narrabeen Annex | Kat King

**FUNDED** for eligible students. See page 10 for eligibility information

### Barista + Food Safety Supervisor

SITHFAB005 Prepare and serve espresso coffee, SITXFSA001 Use hygienic practices for food safety and SITXFSA002 Participate in safe food handling practices. *3-4 hour online pre-course work required.*

\$240 gst exempt | 2 sessions  
Wed 27 Feb & Wed 6 Mar  
9.30am - 5.00pm  
Narrabeen Annex | Kat King

\$240 gst exempt | 2 sessions  
Wed 27 Mar & Wed 3 Apr  
9.30am - 5.00pm  
Narrabeen Annex | Kat King

**FUNDED** for eligible students. See page 10 for eligibility information

### Food Safety Supervisor

SITXFSA001 Use hygienic practices for food safety and SITXFSA002 Participate in safe food handling practices. *3-4 hour online pre-course work required.*

\$160 gst exempt | 1 session  
Wed 27 Feb | 9.30am - 5.00pm  
Narrabeen Annex | Kat King

\$160 gst exempt | 1 session  
Wed 27 Mar | 9.30am - 5.00pm  
Narrabeen Annex | Kat King

**FUNDED** for eligible students. See page 10 for eligibility information



# Arts

## Drawing & Painting

### Botanical Art at Mackie Lane Community Garden

\$300 inc gst | 6 sessions  
Tues 05 Mar | 10.00am - 1.00pm  
Mackie Lane Com. Gdn | Penny Walton

### Capturing Watercolour Landscapes

\$110 inc gst | 1 session  
Sat 09 Mar | 11.00am - 4.00pm  
Mosman Art Annex | Susan Bernasconi

### Drawing: Beginners to Intermediate

\$274 inc gst | 8 sessions  
Mon 04 Feb | 12.00pm - 2.00pm  
Narrabeen Annex | John Wells

### Drawing Fundamentals

\$110 inc gst | 1 session  
Sat 02 Mar | 10.00am - 2.00pm  
Mosman Art Annex | Leonel Sanchez

### Drawing With Pen & Wash

\$280 inc gst | 8 sessions  
Thur 07 Feb | 11.00am - 1.00pm  
Mosman Art Annex | Susan Bernasconi

### Introduction To Drawing And Painting

\$120 inc gst | 1 session  
Sun 31 Mar | 10.00am - 4.00pm  
Mosman Art Annex | David Pavich

### Introduction To Drawing And Painting

\$280 inc gst | 8 sessions  
Mon 04 Feb | 7.00pm - 9.00pm  
Warringah Bowls | David Pavich

### Landscapes From Photos Workshop

\$120 inc gst | 1 session  
Sun 24 Mar | 10.00am - 4.00pm  
Mosman Art Annex | David Pavich

### Life Drawing

\$315 inc gst | 8 sessions  
Tues 05 Feb | 7.00pm - 9.00pm  
Mosman High | Karl Mattas

### Linocut Printmaking

\$212 inc gst | 5 sessions  
Wed 20 Mar | 6.30pm - 9.00pm  
Narrabeen Annex | Natasha Kowalski

\$212 inc gst | 5 sessions  
Tues 12 Feb | 6.30pm - 9.00pm  
Mosman High | Natasha Kowalski

### Oil Painting

\$212 inc gst | 5 sessions  
Mon 11 Feb | 6.00pm - 8.30pm  
Narrabeen Annex | Mark Kingston

### Oil Painting - One Day Workshop

\$137 inc gst | 1 session  
Sat 09 Feb | 9.00am - 5.00pm  
Mosman Art Annex | Mark Kingston

### Outdoor Drawing And Painting

\$280 inc gst | 8 sessions  
Fri 08 Feb | 1.00pm - 3.00pm  
Balmoral Rotunda | David Pavich

### Painting For Beginners - Level 2

\$315 inc gst | 9 sessions  
Wed 06 Feb | 10.00am - 12.00pm  
Mosman Art Annex | Leonel Sanchez

### Painting From 'The Hermitage' Treasures

\$110 inc gst | 1 session  
Tues 02 Apr | 11.00am - 4.00pm  
Mosman Art Annex | Susan Bernasconi

### Painting Provence

\$285 inc gst | 8 sessions  
Thur 07 Feb | 2.00pm - 4.00pm  
Mosman Art Annex | Susan Bernasconi

### The Still Life ~ Oils & Watercolour

\$280 inc gst | 8 sessions  
Mon 04 Feb | 7.00pm - 9.00pm  
Mosman Art Annex | Karl Mattas

### Ways With Watercolour

\$280 inc gst | 8 sessions  
Fri 08 Feb | 10.30am - 12.30pm  
Mosman Art Annex | Susan Bernasconi

### Watercolour: Beginners

\$299 inc gst | 9 sessions  
\*Mon 04 Feb | 9.15am - 11.45am  
Narrabeen Annex | John Wells

(\*First class Tues 29 Jan all remaining classes held on Mondays)

### Watercolour: Intermediate

\$274 inc gst | 8 sessions  
Mon 04 Feb | 9.15am - 11.45am  
Narrabeen Annex | John Wells

## Crafts & Fashion

### Absolutely Fabulous Personal Style Analysis

\$200 inc gst | 1 session  
Tues 05 Mar | 6.00pm - 9.30pm  
Mosman High | Sharron-Del Wakely

### Absolutely Fabulous Personalised Colour Analysis

\$200 inc gst | 1 session  
Sat 23 Feb | 10.00am - 2.00pm  
Mosman Art Annex | Sharron-Del Wakely

### Australian Gin - Masterclass

\$85 inc gst | 1 session  
Fri 08 Feb | 7.00pm - 9.00pm  
Mosman Art Annex | Kathleen Davies

### Card Making With Martha Stewart Punches

\$70 inc gst | 1 session  
Sun 03 Mar | 10.00am - 1.00pm  
Mosman Art Annex | Shirley Hoffman

### Sun Funday Crafting Afternoon

\$70 inc gst | 1 session  
Sun 24 Feb | 1.00pm - 3.30pm  
Mosman Art Annex | Shirley Hoffman

### Valentines Day Card Making

\$70 inc gst | 1 session  
Wed 06 Feb | 6.30pm - 9.30pm  
Scots Kirk Hall | Shirley Hoffman

### Crochet: Beginners Stage 1

\$69 inc gst | 1 session  
Thurs 24 Jan | 9.00am - 1.00pm  
St Lukes Mosman | Marianne Horton

\$69 inc gst | 1 session  
Sun 23 Feb | 9.00am - 1.00pm  
Brookvale Campus | Marianne Horton

### Dressmaking

\$280 inc gst | 8 sessions  
Tues 05 Feb | 7.00pm - 9.00pm  
Mosman High | Jennifer Ashpole

### Dressmaking - Daytime Class

\$300 inc gst | 8 sessions  
Tues 05 Feb | 10.00am - 1.00pm  
Mosman Art Annex | Jennifer Ashpole

### General Sewing

\$320 inc gst | 7 sessions  
Tues 12 Feb | 6.30pm - 9.00pm  
Narrabeen Annex | Sharon Tunks

### How to Knit Workshop

\$69 inc gst | 1 session  
Thurs 24 Jan | 1.30pm - 5.30pm  
St Lukes Mosman | Marianne Horton

\$69 inc gst | 1 session  
Sun 23 Feb | 1.30pm - 5.30pm  
Brookvale Campus | Marianne Horton

### Pottery

\$299 inc gst | 8 sessions  
Wed 13 Feb | 6.30pm - 8.30pm  
Forestville Arts Centre | Donna Hill

\$299 inc gst | 8 sessions  
Thurs 14 Feb | 6.30pm - 8.30pm  
Forestville Arts Centre | Donna Hill

\$395 inc gst | 8 sessions  
Mon 11 Feb | 10.00am - 1.00pm  
Forestville Arts Centre | Donna Hill

\$299 inc gst | 8 sessions  
Wed 14 Feb | 6.30pm - 8.30pm  
Tramshed Narrabeen | Danielle Sadek

### Signwriting

\$212 inc gst | 5 sessions  
Wed 13 Feb | 6.15pm - 8.45pm  
Narrabeen Annex | Kel Brian

For detailed information on our courses incl. all materials lists visit: [nbcc.nsw.edu.au](https://nbcc.nsw.edu.au)  
NB: NBCC does not accept responsibility for materials purchased if a course is cancelled.



## Photography

### Film Photography and Darkroom Developing

\$275 inc gst | 2 sessions  
Sat 02 Feb | 9.00am - 1.00pm  
Barrenjoey High School | Sally Mayman

### Digital SLR Photography Introduction

\$315 inc gst | 7 sessions  
Mon 11 Feb | 6.30pm - 9.00pm  
Brookvale Campus | Julie Crespel

\$315 inc gst | 6 sessions  
Fri 15 Feb | 10.00am - 1pm  
Narrabeen Annex | Julie Crespel

### iPhone Photography

\$132 inc gst | 1 session  
Sat 19 Jan | 9.00am - 5.00pm  
Brookvale Campus | Richard Lynch

\$132 inc gst | 2 sessions  
Fri 01 Feb | 9.30am - 1.30pm  
St Lukes Mosman | Richard Lynch

\$132 inc gst | 2 sessions  
Thurs 21 Feb | 9.30am - 1.30pm  
Brookvale Campus | Richard Lynch

### Photography 1 - Beginners

\$280 inc gst | 5 sessions  
Tues 02 Feb | 6.00pm - 9.00pm  
St Lukes Mosman | Richard Lynch

### Photography 1 - Camera & Composition Workshop

\$299 inc gst | 2 sessions  
Sat 23 Mar | 9.30am - 4.00pm  
St Lukes Mosman | Richard Lynch

### Samsung Photography

\$132 inc gst | 2 sessions  
Thurs 07 Mar | 9.30am - 1.30pm  
Brookvale Campus | Richard Lynch

\$132 inc gst | 2 sessions  
Fri 01 Feb | 2.30pm - 6.30pm  
St Lukes Mosman | Richard Lynch

## Music & Singing

### Guitar: Beginners Level 1

\$137 inc gst | 8 sessions  
Wed 13 Feb | 6.00pm - 7.00pm  
Narrabeen Annex | Mark Broughton

\$285 inc gst | 8 sessions  
Tues 05 Feb | 7.00pm - 9.00pm  
Mosman High | Brenton White

### Guitar: Beginners Level 2

\$137 inc gst | 8 sessions  
Wed 13 Feb | 7.00pm - 8.00pm  
Narrabeen Annex | Mark Broughton

### Singing for Beginners

\$212 inc gst | 5 sessions  
Tues 19 Feb | 6.15pm - 8.15pm  
Mosman High | Benny Ng

\$212 inc gst | 5 sessions  
Thurs 21 Feb | 6.45pm - 8.45pm  
Narrabeen Annex | Benny Ng

### Songwriting Essentials

\$255 inc gst | 6 sessions  
Tues 12 Feb | 6.00pm - 8.30pm  
Mosman High | Keith Armitage

\$255 inc gst | 6 sessions  
Thurs 14 Feb | 6.00pm - 8.30pm  
Narrabeen Annex | Keith Armitage

### The Ukulele Beyond Beginners

\$69 inc gst | 4 sessions  
Wed 13 Feb | 8.00pm - 9.00pm  
Narrabeen Annex | Mark Broughton

## Home & Garden

### Backyard Beekeeping

\$135 inc gst | 1 session  
Sat 09 Feb | 10.00am - 4.00pm  
St Lukes Mosman | Judith Sleijpen

### Bonsai For Beginners

\$135 inc gst | 1 session  
Sun 17 Mar | 10.00am - 4.00pm  
St Lukes Mosman | Judith Sleijpen

### Introduction to Gardening

\$103 inc gst | 1 session  
Sat 16 Feb | 9.30am - 3.30pm  
Brookvale Campus | Cameron Graves

### Gardening In Small And Large Spaces

\$135 inc gst | 1 session  
Sun 24 Feb | 10.00am - 4.00pm  
St Lukes Mosman | Judith Sleijpen

### Interior Design - Basics

\$340 inc gst | 8 sessions  
Tues 12 Feb | 6.30pm - 9.00pm  
Brookvale Campus | Fiona Barry

\$340 inc gst | 8 sessions  
Mon 04 Feb | 9.30am - 12.00pm  
Mosman Art Annex | Fiona Barry

### Interior Design - Intermediate Level

*Prerequisite: Interior Design Basics or equivalent*

\$340 inc gst | 8 sessions  
Wed 13 Feb | 6.30pm - 9.00pm  
Brookvale Campus | Fiona Barry

\$410 inc gst | 8 sessions  
Mon 04 Feb | 1.00pm - 4.00pm  
Mosman Art Annex | Fiona Barry

### Plant Propagation

\$135 inc gst | 1 session  
Sat 02 Mar | 10.00am - 4.00pm  
St Lukes Mosman | Judith Sleijpen

### Property Styling For Living & Selling

\$125 inc gst | 1 session  
Sat 6 Apr | 10.00am - 4.30pm  
Mosman Art Annex | Fiona Barry

\$130 inc gst | 1 session  
Fri 22 Feb | 9.30am - 4.30pm  
Brookvale Campus | Fiona Barry



## UNIQUE STUDENT IDENTIFIER (USI)

All students enrolling in Nationally Recognised Training must obtain a Unique Student Identifier (USI) prior to course commencement. This includes full qualification and 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](http://www.usi.gov.au)



Not sure what you want to do, what career you'd be best suited to, or just what education you need? Come along to one of our **free** Careers Advice sessions and find out.

Our experienced advisor will sit with you in a one-on-one session and discuss the opportunities available to you and help you work out the best path to take.

All avenues of education will be discussed including university, further education, traineeships, apprenticeships and the Northern Beaches Community College.

**Wednesday 30 January 2019**

**8.30am - 2pm**

**North Narrabeen Annex**  
1525 Pittwater Rd, Nth Narrabeen

**To book your free session visit our website:**

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

For detailed information on our courses incl. all materials lists visit: [nbcc.nsw.edu.au](http://nbcc.nsw.edu.au)

NB: NBCC does not accept responsibility for materials purchased if a course is cancelled.





# Lifestyle

## Life Skills

### Astrology for Beginners

\$171 inc gst | 2 sessions  
Sat 16 Feb | 9.30am - 2.30pm  
Brookvale Campus | Sonja Cox

### Blogging For Beginners

\$100 inc gst | 1 session  
Tues 9 Apr | 5.00pm - 7.00pm  
St Lukes Mosman | Zena Shapter

### Book Group - Reading For Pleasure

\$150 inc gst | 8 sessions  
Tues 05 Feb | 10.00am - 11.30am  
St Lukes Mosman | Margaret Baird

### Cake Decorating

\$274 inc gst | 8 sessions  
Wed 13 Feb | 6.30pm - 8.30pm  
Brookvale Campus | Nicki Van Leeuwen

### Character Challenge: Diversity Masterclass

\$40 inc gst | 1 session  
Sat 16 Mar | 10.00am - 12.00pm  
St Lukes Mosman | Zena Shapter

### Creative Journal Writing

\$137 inc gst | 2 sessions  
Sat 16 Feb | 9.30pm - 1.30pm  
Brookvale Campus | Linda Robson Bell

### Creative Writing Skills For All Levels

\$125 inc gst | 1 session  
Tues 09 Apr | 10.00am - 4.00pm  
St Lukes Mosman | Zena Shapter

### Drama - Read a Play

\$160 inc gst | 8 sessions  
Tues 5 Feb | 7.00pm - 8.30pm  
Mosman High | Nik Forster

### Fiction Feedback

\$85 inc gst | 2 sessions  
Thurs 28 Mar | 6.00pm - 8.30pm  
Narrabeen Annex | Joanne Riccioni



### Mahjong - Social

\$190 inc gst | 9 sessions  
Fri 08 Feb | 11.30am - 2.30pm  
Warringah Bowls | Ron Yap

### Mahjong - Social - Afternoon Session

\$190 inc gst | 9 sessions  
Tues 05 Feb | 1.00pm - 4.00pm  
Warringah Bowls | Ron Yap

### Mahjong - Social - Morning Session

\$190 inc gst | 9 sessions  
Tues 05 Feb | 9.30am - 12.30pm  
Warringah Bowls | Ron Yap

### Mahjong - Beginners

\$295 inc gst | 9 sessions  
Fri 08 Feb | 11.30am - 2.30pm  
Warringah Bowls | Ron Yap

### Mahjong - Beginners - Afternoon Session

\$295 inc gst | 9 sessions  
Tues 05 Feb | 1.00pm - 4.00pm  
Warringah Bowls | Ron Yap

### Mahjong - Beginners - Morning Session

\$295 inc gst | 9 sessions  
Tues 05 Feb | 9.30am - 12.30pm  
Warringah Bowls | Ron Yap

### Make Talk Matter : Dialogue Masterclass

\$60 inc gst | 1 session  
Sat 16 Mar | 12.30pm - 3.30pm  
St Lukes Mosman | Zena Shapter

### Novel Writing

\$255 inc gst | 6 sessions  
Thurs 14 Feb | 6.00pm - 8.30pm  
Narrabeen Annex | Joanne Riccioni

### Self - Publish A Book For Beginners

\$70 inc gst | 1 session  
Tues 05 Mar | 2.00pm - 5.30pm  
Mosman Art Annex | Zena Shapter

### Typing Skills For Children - High School

\$210 inc gst | 2 sessions  
Thur 24 Jan | Th + Fri 1pm - 4pm  
Brookvale Campus | Margaret Delloso

### Typing Skills For Children - Primary School

\$210 inc gst | 2 sessions  
Thur 24 Jan & Fri 25 Jan | 9am - 12pm  
Brookvale Campus | Margaret Delloso

### Use Your Life As Inspiration For A Story!

\$135 inc gst | 1 session  
Tues 02 Apr | 11.00am - 5.00pm  
St Lukes Mosman | Zena Shapter

### War & Peace In The Middle East Through Film

\$125 inc gst | 5 sessions  
Wed 13 Feb | 7.00pm - 9.00pm  
Mosman Art Annex  
Shahar Burla and Limor Fayena

### Writing a Short Story

\$60 inc gst | 1 session  
Sun 17 Feb | 12.00pm - 2.00pm  
Mosman Art Annex | Keith Whelan

### Writing Crime Fiction

\$60 inc gst | 1 session  
Sat 23 Mar | 12.00pm - 2.00pm  
Mosman Art Annex | Keith Whelan

### Writing Science Fiction And Fantasy

\$135 inc gst | 1 session  
Sat 06 Apr | 10.00am - 4.00pm  
St Lukes Mosman | Zena Shapter

### Writing Your CV

\$60 inc gst | 1 session  
Sun 17 Feb | 9.30am - 11.30am  
Mosman Art Annex | Keith Whelan

### Writing Your Memoirs

\$60 inc gst | 1 session  
Sat 23 Mar | 9.30am - 11.30am  
Mosman Art Annex | Keith Whelan

### Your Book - How To Do It

\$120 inc gst | 4 sessions  
Tues 05 Feb | 7.00pm - 8.30pm  
Mosman High | Saul Lockhart

## Health & Fitness

### Adult Learn To Swim - Beginners

\$170 inc gst | 10 sessions  
Wed 06 Feb | 6.00pm - 6.30pm  
Mosman Swim Centre

\$170 inc gst | 10 sessions  
Mon 04 Feb | 6.00pm - 6.30pm  
Mosman Swim Centre

### Adult Learn To Swim - Intermediate

\$170 inc gst | 10 sessions  
Wed 06 Feb | 6.30pm - 7.00pm  
Mosman Swim Centre

\$170 inc gst | 10 sessions  
Mon 04 Feb | 6.30pm - 7.00pm  
Mosman Swim Centre

### Aquacise

\$180 inc gst | 10 sessions  
Sun 10 Feb | 12.00pm - 12.45pm  
Mosman Swim Centre

### Family Boxing Class

\$110 pp inc gst | 8 sessions  
Mon 11 Feb | 7.00pm - 8.00pm  
Bulldog Martial Arts School | Nick Stone

### Introduction to The Alexander Technique

\$206 inc gst | 6 sessions  
Tues 19 Feb | 2.00pm - 4.00pm  
Narrabeen Annex | Alan Capel

### Krav Maga Self Defence

\$137 inc gst | 8 sessions  
Wed 13 Feb | 7.00pm - 8.00pm  
Narrabeen Annex | Kelly Anderson



### Lawn Bowls

\$70 inc gst | 5 sessions  
Sat 09 Feb | 9.30am - 10.30am  
Mosman Bowling Club

\$70 inc gst | 5 sessions  
Wed 06 Feb | 9.30am - 10.30am  
Mosman Bowling Club

### Why We Cheat When We Eat & How To Stop

\$160 inc gst | 4 sessions  
Tues 05 Feb | 7.00pm - 9.00pm  
Mosman High | Clare Taylor

## Body, Mind & Soul

### Laughter Yoga

\$20 inc gst | 1 session  
Wed 13 Feb | 6.30pm - 7.30pm  
Scots Kirk Hall | Alison Hutchens

### Meditation for Busy Lives

\$206 inc gst | 8 sessions  
Fri 15 Feb | 10.00am - 11.30am  
Brookvale Campus | Samantha Avery

### Mindful Yoga

\$165 inc gst | 9 sessions  
Wed 06 Feb | 4.15pm - 5.45pm  
Warringah Bowls | Kathy Penn

### Mindfulness For Beginners

\$80 inc gst | 4 sessions  
Wed 20 Feb | 7.30pm - 8.30pm  
Scots Kirk Hall | Alison Hutchens

### Mindfulness, Meditation & Gentle Yoga

\$153 inc gst | 6 sessions  
Tues 19 Feb | 7.00pm - 8.30pm  
Narrabeen Annex | Kerrie-Jane Tooth

### Pilates

\$145 inc gst | 8 sessions  
Wed 06 Feb | 7.00pm - 8.00pm  
Warringah Bowls | Joyce Subloo

\$145 inc gst | 8 sessions  
Wed 06 Feb | 8.00pm - 9.00pm  
Warringah Bowls | Joyce Subloo

\$145 inc gst | 8 sessions  
Mon 04 Feb | 7.00pm - 8.00pm  
Warringah Bowls | Anna McLeod

\$145 inc gst | 8 sessions  
Mon 04 Feb | 6.00pm - 7.00pm  
Warringah Bowls | Anna McLeod

\$145 inc gst | 8 sessions  
Wed 06 Feb | 6.00pm - 7.00pm  
Warringah Bowls | Joyce Subloo

### Pilates - Daytime

\$160 inc gst | 9 sessions  
Mon 04 Feb | 10.00am - 11.00am  
Warringah Bowls | Sonia Forato

### Qigong - The Art of Mindful Movement

\$103 inc gst | 5 sessions  
Tues 12 Feb | 9.30am - 10.45am  
Narrabeen Annex | Fiona Mackillop

### Qigong - For Feeling Fabulous

\$130 inc gst | 8 sessions  
Tues 05 Feb | 8.00am - 9.00am  
Scots Kirk Hall | Angela Tian Zhu

### Tai Chi

\$130 inc gst | 8 sessions  
Tues 05 Feb | 9.00am - 10.00am  
Scots Kirk Hall | Angela Tian Zhu

### Tai Chi ~ At Balmoral

\$130 inc gst | 8 sessions  
Sat 09 Feb | 8.00am - 9.00am  
Balmoral Hunter Pk | Angela Tian Zhu

### Womens Wellbeing and Empowerment

\$127 inc gst | 5 sessions  
Tues 12 Feb | 11.00am - 12.30pm  
Narrabeen Annex | Fiona Mackillop

### Yoga And Pilates

\$180 inc gst | 8 sessions  
Tues 05 Feb | 6.00pm - 7.00pm  
Scots Kirk Hall | Joan Miller

\$180 inc gst | 8 sessions  
Tues 05 Feb | 7.00pm - 8.00pm  
Scots Kirk Hall | Joan Miller

### Yoga For Health And Wellbeing

\$185 inc gst | 9 sessions  
Wed 06 Feb | 10.00am - 11.30am  
PCYC North Syd | Patricia Wigley



### Yoga For The Over 40s

\$125 inc gst | 6 sessions  
Wed 16 Jan | 8.30am - 10.00am  
Warringah Bowls | Bernadette O'Donnell

\$185 inc gst | 9 sessions  
Thur 07 Feb | 6.30pm - 8.00pm  
Scots Kirk Hall | Victoria Fisher

### Yoga For The Over 50s

\$185 inc gst | 6 sessions  
Thur 17 Jan | 12.00pm - 1.30pm  
Scots Kirk Hall | Bernadette O'Donnell

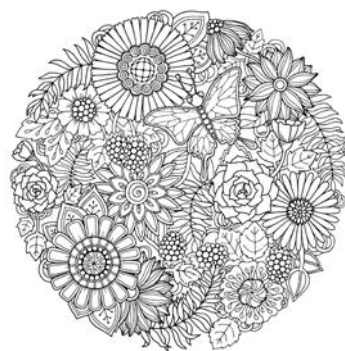
\$125 inc gst | 6 sessions  
Thur 17 Jan | 10.00am - 11.30am  
Warringah Bowls | Bernadette O'Donnell

\$125 inc gst | 6 sessions  
Tues 15 Jan | 10.00am - 11.30am  
Warringah Bowls | Bernadette O'Donnell

\$125 inc gst | 6 sessions  
Mon 14 Jan | 11.00am - 12.30pm  
Warringah Bowls | Bernadette O'Donnell

### Yoga Nidra - iRest

\$20 inc gst | 1 session  
Wed 13 Feb | 7.30pm - 8.30pm  
Scots Kirk Hall | Alison Hutchens



### Zentangle - Introduction

\$65 inc gst | 1 session  
Sun 17 Feb | 11.00am - 1.00pm  
Mosman Art Annex | Niki Lawrence

\$65 inc gst | 1 session  
Tues 05 Feb | 7.00pm - 9.00pm  
Mosman High | Niki Lawrence

### Zentangle - 14 Shades Of Grey

\$65 inc gst | 1 session  
Sat 30 Mar | 11.00am - 1.00pm  
Mosman Art Annex | Niki Lawrence

\$65 inc gst | 1 session  
Tues 19 Mar | 7.00pm - 9.00pm  
Mosman High | Niki Lawrence

### Zentangle - Delft Delights

\$80 inc gst | 1 session  
Sat 16 Mar | 10.00am - 1.00pm  
Mosman Art Annex | Niki Lawrence

\$80 inc gst | 1 session  
Tues 05 Mar | 6.00pm - 9.00pm  
Mosman High | Niki Lawrence

### Zentangle - Zenbutton

\$65 inc gst | 1 session  
Sun 24 Feb | 10.00am - 12.00pm  
Mosman Art Annex | Niki Lawrence

\$65 inc gst | 1 session  
Tues 19 Feb | 7.00pm - 9.00pm  
Mosman High | Niki Lawrence

### Zentangle Social Club

\$30 inc gst | 1 session  
Mon 08 Apr | 7.00pm - 9.00pm  
Warringah Bowls | Niki Lawrence

\$30 inc gst | 1 session  
Mon 04 Mar | 7.00pm - 9.00pm  
Warringah Bowls | Niki Lawrence

\$30 inc gst | 1 session  
Mon 04 Feb | 7.00pm - 9.00pm  
Warringah Bowls | Niki Lawrence

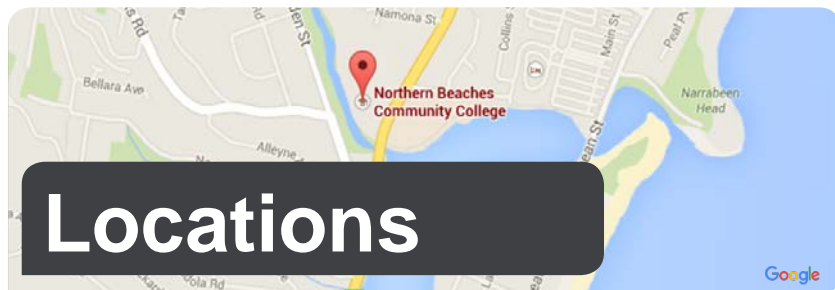
## TO BOOK A COURSE:

[nbcc.nsw.edu.au](http://nbcc.nsw.edu.au)

9970 1000

1525 Pittwater Road,  
North Narrabeen





## North Curl Curl Sports Centre

Abbott Rd, North Curl Curl

Overlooks the netball courts at John Fisher Park, residential street parking available.

## PCYC Falcon Street Nth Sydney

224-230 Falcon Street, North Sydney

Near the junction with Moodie St and opposite St Leonards Park.

Please note \$20 PCYC membership fee per year required.

## The Tramshed

1395a Pittwater Rd, Narrabeen

Parking available in Council car park next door (check parking restrictions).

## Scots 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

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

## Brookvale Campus

Level 1, 14 William Street, Brookvale

NO on-site parking - street parking available in nearby residential areas.

**Stairs - no lift access.**

## Forestville Community Arts Centre

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 Art Annex

Ste 2, Lvl 1, 696 Military Rd, Mosman

Parking is available at Bridgepoint Parking Station, Vista Street Car Park or Mosman Square Carpark. **Stairs - no lift access.**

## Mosman Bowling Club

15 Belmont Road, Mosman

Between the Primary School & Scots Kirk.

## Mosman High School

Gladstone Ave entrance, Mosman

There is limited parking available in the school grounds. Local carparks available. College staff are on the premises during all classes to guide you to your rooms.

Wheelchair access is available. Ask for assistance.

## Mosman Public School Hall

Belmont Rd, Mosman

Next to the Primary School in Belmont Road. There is parking outside the hall.

## Mosman Swim Centre

90 Vista St, Mosman

Parking available next door in Vista Street.

## Narrabeen Annex

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.

## English as a Second Language

NBCC is offering a range of English classes to help written and spoken English skills, improve employment opportunities or support further training needs.

These courses may be funded for eligible students. For eligibility requirements please check page 10, Funded Training for Individuals.

To ensure you are enrolled in the correct course, a short interview is required.

To **enrol** you **must come** to our Narrabeen training centre on the day listed above. You do not need an appointment. You must bring proof of citizenship, residency or visa. Limited places available.

### TERM 1 2019 ENROLMENT EVENING

**Wednesday 30 January 2019**  
**4.30pm to 7.30pm**  
**NBCC Narrabeen Annex**  
1525 Pittwater Rd, Nth Narrabeen

### Improve Your Pronunciation Skills

FSKOCM07 Interact effectively with others at work, FSKOCM05 Use oral communication skills for effective workplace presentations, FSKOCM06 Use oral communication skills to participate in workplace teams

8 consecutive Tuesdays | 12 Feb to 02 Apr 2019 | 6.15pm-9.15pm  
Brookvale Campus | \$250 gst exempt

**FUNDED** for eligible students. See page 10 for eligibility information

### Improve Your Reading & Writing (Intermediate)

FSKRDG05 Read and respond to simple workplace procedures; FSKRDG06 Read and respond to simple informal workplace texts; FSKWTG04 Write simple informal workplace texts

8 consecutive Thursdays | 14 Feb to 04 Apr 2019 | 6.15pm-9.15pm  
Brookvale Campus | \$250 gst exempt

**FUNDED** for eligible students. See page 10 for eligibility information

### Improve Your Reading & Writing (Basic)

FSKRDG03 Read and respond to basic workplace instructions; FSKRDG04 Read and respond to basic workplace information; FSKWTG03 Write basic workplace information

8 consecutive Fridays | 15 Feb to 05 Apr 2019 | 9.30am-12.30pm  
Brookvale Campus | \$250 gst exempt

**FUNDED** for eligible students. See page 10 for eligibility information

This training may be subsidised by the NSW Government.

Accredited Courses · Human Resources · Leadership & Management · Community Services · Individual Support · Health Services Assistance · Allied Health Assistance · Early Childhood Education & Care · Business · New Small Business · Accounting & Bookkeeping · Tech Savvy for Small Business · Funded Training · Tech Savvy Seniors · Computers for Over 60s · Microsoft Office · Office Skills · Social Media · Website & Graphic Design · Email Marketing · Apple Macs · Drawing & Painting · Crafts & Fashion · Photography · Dance, Music & Singing · Interior Design · French · German · Mandarin · Italian · Japanese · Spanish · Workskills & Money Matters · First Aid · Hospitality · Life Skills · Health & Fitness · Body, Mind & Soul · Writing Skills

#### **ACCREDITED TRAINING**

Complete a Nationally Recognised Certificate/Diploma qualification from a range of courses offered at Northern Beaches Community College. Take a look inside for more information.

[facebook.com/nbcccollege](https://facebook.com/nbcccollege)

[twitter.com/nbcccollege](https://twitter.com/nbcccollege)

[Linkedin.com/northern-beaches-community-college](https://Linkedin.com/northern-beaches-community-college)

[Instagram.com/northernbeachescollege](https://Instagram.com/northernbeachescollege)

RTO ID 90113