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| [ORBOST EDUCATION CENTRE](https://www.orbostedcentre.org.au/pre-accredited)  [because learning never ends](https://www.orbostedcentre.org.au/pre-accredited) |

# Course Guide 2025

**Fun with hospitality:** *(Terms 1,2,3,4)*

Develop your confidence in the kitchen. Course includes, working with others, planning healthy meals, health & safety in the kitchen, safe food handling.

*(10 weekly sessions from 10am – 2pm)*

**Becoming a Barista:** (*Term 1,2,3,4)*

One-day short course to gain skills & knowledge in customer service, basic coffee making including different coffee styles like cafe latte, cappuccino, & machine maintenance.

(*1 session from 10am– 2pm)*

***Digital courses:*** *(Terms 1,2,3)*

This course is for anyone who wants to learn the basics of living in a digital world. Flexible learning including downloading digital content, Zoom, online study & shopping. Learn about your devices, connect to Wi-Fi & Bluetooth, set up online accounts & online safety.

(*6 weekly sessions for 1 hr)*

**Introduction to floristry (Level 1):** *(Term 1&3)*

Would you like to learn how to create hand tied posies & stunning centre pieces? Start your career in floristry? Course includes flower identification & storage, basic flower handling & use of floristry tools.

(*7 weekly sessions from 10am – 2pm)*

**Working in floristry (Level 2):** *(Term 2&4)*

A direct follow on from Introduction to Floristry, this course will enhance your skills & knowledge. Learn how design & apply floral art for corporate events, weddings & funerals. Includes fascinators for race days.

(*7 weekly sessions from 10am – 2pm)*

***Learn Local courses are eligible as a mutual obligation (PBAS) requirement and qualify as “other government program”.******Speak to your Employment Service Provider about an activity code.***

**Back to basics with computers** *(Term 1,3)*

This course will give you the confidence to impress future employers. Course includes introduction to computers, job interview skills, resume writing, key selection criteria & cover letters.

(*10 weekly sessions from 9.00am – 1pm)*

**All things gardening & more:** *(Term 1)*

Learn in a fun garden environment. Course includes install irrigation systems, lay paving, plant trees & shrubs, garden safety, identify plants & propagate cuttings.

(*10 weekly sessions from 10am – 2pm)*

**Create outdoor projects:** *Term (2&4)*

This project-based program will include plan & organise work, use of small hand tools, workplace safety, preparing surfaces for painting & staining.

*(10 weekly sessions from 10am – 2pm)*

**Basics & more with computers:** *(Term 2,4)*

This course will build on your basic computer skills. Course includes an introduction to Microsoft Office Word, Excel, Publisher & Power Point

(*10 weekly sessions from 9.00am – 1pm)*

**Introduction to hairdressing:** (*Term 4)*

Course includes OHS, teamwork & learning in a real-life salon environment. Preparing clients for shampooing, head massage, blow drying techniques & braiding.

(*10 weekly sessions from 10am – 2.00pm)*

**Introduction to Early Childhood Education:**

Get a taste of the roles and responsibilities in Early childhood. Course includes safety, cultural awareness, interview skills & a site visit.

*Information session Monday 17th Feb 2025-10am*

*Register- 5154 1788 or* [info@orbostedcentre.org.au](mailto:info@orbostedcentre.org.au)

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|  | Orbost Education Centre 21 Ruskin Street Orbost  (03) 5154 1788 [info@orbostedcentre.org.au](mailto:info@orbostedcentre.org.au) |  |