

# INTRODUCTION TO

## INFORMATION SESSION DATES

Thursday 28th July

Thursday 25th August

Thursday 29th September

Thursday 27th October

Thursday 24th November

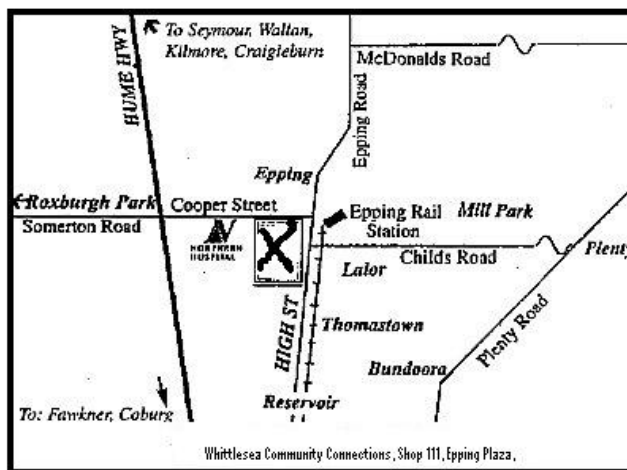
Monday 12th December

All sessions are held at Whittlesea  
Community Connections from 10.00am  
to 12.00pm

Sessions are free and open to anyone wishing to learn more about the benefits of volunteering, different types of volunteer opportunities, rights & responsibilities, and how to find the right volunteer opportunity.

*Please note that volunteers from services and agencies in the City of Whittlesea, who are not eligible for training assistance from other services are given priority. Limits may apply to the number of volunteers per agency. Volunteers from services / agencies in the northern region are welcome if places are available. WCC endeavors to source FREE training for volunteers. Where we are unable to do this, the cost of the training will be passed on to the service/agency.*

**FOR FURTHER INFORMATION AND  
REGISTRATION PLEASE CONTACT JANE  
ON 9401 6666**



Whittlesea Community Connections  
Whittlesea Volunteer resource service  
Shop 111, Epping Plaza,  
Cnr Cooper & High Sts,  
Epping, Vic  
Tel: 9401 6666  
Fax: 9401 6677  
<http://whittleseacommunityconnections.org.au>



**VOLUNTEER  
TRAINING  
2011**

**TRAINING / WORKSHOPS / EVENTS**

**July to December**



**WHITTLESEA VOLUNTEER  
RESOURCE SERVICE**

**Our aim is to advance and promote volunteering activities and programs; to build a cohesive, participative and more resilient social environment; and to strengthen the volunteer capacity of local community organisations**

**9401 6666**

July

### Emergency Response

In partnership with CFA ( Country Fire Authority), this session aims to train volunteers on how to use fire extinguishers and how to respond to evacuation plans in fire emergencies

Date: Wednesday, 27th July

Time: 10:30am-12:00pm

Venue: Whittlesea Community Connections

Cost: FREE

July

### Basic Computer Applications

This training aims to provide volunteers with a foundation level skill in basic computer applications and an introduction to hardware & software. The training is conducted in small groups of four. Sessions. Bookings essential.

Date: Wednesday, 6th July

Time: 10.00 am — 12.00 noon

Venue: Whittlesea Community Connections

Cost: FREE

August

### Food Safety Level 1 Certificate

This training aims to provide volunteers who are involved in tasks associated with food handling with a sufficient level of basic skills in professional food handling competencies. This training is accredited and nationally recognized. RSVP essential.

Date: Friday, 19th August

Time, 10:00am-2:30pm

Venue: Whittlesea Community Connections

Cost: TBA

September

### Basic Computer Applications

This training aims to provide volunteers with a foundation level skill in basic computer applications and an introduction to hardware & software. The training is conducted in small groups of four. Bookings essential.

Date: Monday, 5th September

Time: 10.00 am — 12.00pm

Venue: Whittlesea Community Connections

Cost: FREE

October

### CPR Certificate

This accredited & nationally recognized one day course aims to provide the relevant volunteers with a sufficient level of first aid skills. RSVP essential.

Date: Wednesday, 26th Oct

Time: 10:00am– 3:00pm

Venue: Whittlesea Community Connections

Cost: TBA

November

### Volunteering with People with a Disability

This workshop will provide an overview of changing attitudes and legislation related to disability and explore what disability means, common stereotypes & misconceptions and the impact they have on communities. The session will also explore the need for inclusion and acceptance of difference and diversity in our community.

Date: to be announce

Time:

Venue: Whittlesea Community connection

Cost: FREE

December

### Working with children

In partnership with Anglicare - this workshop session aims to cover ideas and activities developmentally appropriate and suitable for volunteer child minders

Date : Thursday, 8th December

Time : 10:00am-1:00pm

Venue: Whittlesea Community Connections

Shop 111 Epping Plaza, Epping

Cost: FREE