

## 2017 Youth Projects Course Expression of interest

Please complete the following information and return this expression of interest form to Youth Projects email: [training@youthprojects.org.au](mailto:training@youthprojects.org.au) or contact Phone: (03) 9304 9100.

### CONTACT INFORMATION:

Name:

---

Address:

---

Email:

---

Contact Phone:

---

### EDUCATION

What is your highest completed school level? (Tick ONE box only)

- |  |   |
|--|---|
| <input type="checkbox"/> Completed Year 8 or Lower | <input type="checkbox"/> Completed Year 9 or Equivalent |
| <input type="checkbox"/> Completed Year 10         | <input type="checkbox"/> Completed Year 11              |
| <input type="checkbox"/> Completed Year 12         | <input type="checkbox"/> Never attended School          |

In which year did you complete that school level? \_\_\_\_\_

Have you successfully completed any of the following qualifications? (Tick ONE box only)

- |   |  |
|---|--|
| <input type="checkbox"/> Bachelor Degree or Higher Degree       | <input type="checkbox"/> Advanced Diploma or Associate Degree                |
| <input type="checkbox"/> Diploma (or Associate Diploma)         | <input type="checkbox"/> Certificate IV (or Advanced Certificate/Technician) |
| <input type="checkbox"/> Certificate III (or Trade Certificate) | <input type="checkbox"/> Certificate II                                      |
| <input type="checkbox"/> Certificate I                          | <input type="checkbox"/> Certificates other than the above                   |

### EMPLOYMENT

Which BEST describes your current employment status? (Tick ONE box only)

- |  |  |
|--|--|
| <input type="checkbox"/> Full-time employee                            | <input type="checkbox"/> Part-time employee                    |
| <input type="checkbox"/> Self-employed - not employing others          | <input type="checkbox"/> Employer                              |
| <input type="checkbox"/> Employed - unpaid worker in a family business | <input type="checkbox"/> Unemployed - seeking full-time work   |
| <input type="checkbox"/> Unemployed - seeking part-time work           | <input type="checkbox"/> Not employed - not seeking employment |

### STUDY REASON:

Which best describes your main reason for undertaking this course? (Tick ONE box only)

- |  |  |
|--|--|
| <input type="checkbox"/> To get a job                              | <input type="checkbox"/> To develop my existing business     |
| <input type="checkbox"/> To start my own business                  | <input type="checkbox"/> To try for a different career       |
| <input type="checkbox"/> To get a better job or promotion          | <input type="checkbox"/> It was a requirement of my job      |
| <input type="checkbox"/> I wanted extra skills for my job          | <input type="checkbox"/> To get into another course of study |
| <input type="checkbox"/> For personal interest or self-development | <input type="checkbox"/> Other reasons                       |

### CONCESSION INFORMATION:

Do you have a concession card:  Yes  No

All accredited training courses require a minimum of 15 students to commence

All other courses require a minimum of 10 students to commence

I would like to express my interest in the following course:

Training	Day and Time and place (please note course place and day will be determined by minimum numbers)	Please send me an enrolment information
<b>Please select from short courses</b>		
<b>Barista Training</b>	<b>Day:</b> _____ <b>Time :</b> _____ <b>Place:</b> <input type="checkbox"/> Melbourne City <input type="checkbox"/> Glenroy	<input type="checkbox"/>
<b>RSA:</b> SITHFAB002 Provide Responsible Service of Alcohol	<b>Day:</b> _____ <b>Time :</b> _____ <b>Place:</b> <input type="checkbox"/> Melbourne City <input type="checkbox"/> Glenroy	<input type="checkbox"/>
<b>Barista Bootcamp:</b> SITHFAB005 – Prepare and Service espresso coffee SITXFSA001 – Use hygienic practices for food safety	<b>Day:</b> _____ <b>Time :</b> _____ <b>Place:</b> <input type="checkbox"/> Melbourne City <input type="checkbox"/> Glenroy	<input type="checkbox"/>
<b>Hospitality Bootcamp:</b> SITHFAB005 – Prepare and Service espresso coffee SITHFAB002 Provide Responsible Service of Alcohol SITXFSA001 – Use hygienic practices for food safety	<b>Day:</b> _____ <b>Time :</b> _____ <b>Place:</b> <input type="checkbox"/> Melbourne City <input type="checkbox"/> Glenroy	<input type="checkbox"/>
<b>Food Handlers:</b> SITXFSA001 – Use hygienic practices for food safety	<b>Day:</b> _____ <b>Time :</b> _____ <b>Place:</b> <input type="checkbox"/> Melbourne City <input type="checkbox"/> Glenroy	<input type="checkbox"/>
<b>First Aid:</b> HLTAID003 -Provide first aid (Level 2)	<b>Day:</b> _____ <b>Time :</b> _____ <b>Place:</b>	<input type="checkbox"/>

	<input type="checkbox"/> Melbourne City <input type="checkbox"/> Glenroy	
<b>CPR Update:</b> HLTAID001 -Provide cardiopulmonary resuscitation	<b>Day:</b> _____ <b>Time :</b> _____ <b>Place:</b> <input type="checkbox"/> Melbourne City <input type="checkbox"/> Glenroy	<input type="checkbox"/>
<b>Accredited Training</b>		
<b>SIT20316 Certificate II in Hospitality :</b> <ul style="list-style-type: none"> <li>• BSBWOR203 Work effectively with others</li> <li>• SITHIND002 Source and use information on the hospitality industry</li> <li>• SITHIND003 Use hospitality skills effectively</li> <li>• SITXCOM002 Show social and cultural sensitivity</li> <li>• SITXCCS003 Interact with customers</li> <li>• SITXWHS001 Participate in safe work practices</li> <li>• SITXFSA001 Use hygienic practices for food safety</li> <li>• SITHFAB007 Serve food and beverage</li> <li>• SITHFAB005 Prepare and serve espresso coffee</li> <li>• SITXINV001 Receive and store stock</li> <li>• SITXFIN001 Process financial transactions</li> <li>• SITHFAB001 Clean a tidy bar areas</li> <li>• SITHFAB002 Provide responsible service of alcohol</li> <li>• SITHFAB003 Operate a bar</li> <li>• SITHFAB004 Prepare and serve non-alcoholic beverages</li> <li>• SITHFAB006 Provide room service</li> </ul>	<b>Day:</b> _____ <b>Time :</b> _____ <b>Place:</b> <input type="checkbox"/> Melbourne City <input type="checkbox"/> Glenroy	<input type="checkbox"/>
<b>CHC43215 Certificate IV in Alcohol and Other Drugs :</b> <ul style="list-style-type: none"> <li>• CHCAOD001 Work in an alcohol and other drugs context</li> <li>• CHCAOD004 Assess needs of clients with alcohol and other drugs issues</li> <li>• CHCAOD006 Provide interventions for people with alcohol and other drugs issues</li> <li>• CHCAOD009 Develop and review individual alcohol and other drugs treatment plans</li> <li>• CHCCCS004 Assess co-existing needs</li> <li>• CHCCCS014 Provide brief interventions</li> <li>• CHCCOM002 Use communication to build relationships</li> <li>• CHCDIV001 Work with diverse people</li> <li>• CHCLEG001 Work legally and ethically</li> <li>• CHCMHS001 Work with people with mental health issues</li> </ul>	<b>Day:</b> _____ <b>Time :</b> _____ <b>Place:</b> <input type="checkbox"/> Melbourne City <input type="checkbox"/> Glenroy	<input type="checkbox"/>

<ul style="list-style-type: none"> <li>• CHCPRP001 Develop and maintain networks and collaborative partnerships</li> <li>• HLTAID003 Provide first aid</li> <li>• CHCAOD002 Work with clients who are intoxicated</li> <li>• CHCAOD005 Provide alcohol and other drugs withdrawal services</li> <li>• CHCCCS003 Increase the safety of individuals at risk of suicide</li> <li>• CHCCCS019 Recognise and respond to crisis situations</li> <li>• CHCDFV001 Recognise and respond appropriately to domestic and family violence</li> <li>• CHCMHS002 Establish self-directed recovery relationships</li> <li>• CHCMHS003 Provide recovery oriented mental health services</li> <li>• CHCMHS005 Provide services to people with co-existing mental health and alcohol and other drugs issues</li> <li>• HLTWHS006 Manage personal stressors in the work environment</li> <li>• CHCSOH001 Work with people experiencing or at risk of homelessness</li> <li>• CHCPRT002 Support the rights and safety of children and young people</li> </ul>		
<p><b>CHC43315 Certificate IV in Mental Health :</b></p> <ul style="list-style-type: none"> <li>• CHCDIV001 Work with diverse people</li> <li>• CHCDIV002 Promote Aboriginal and/or Torres Strait Islander cultural safety</li> <li>• CHCLEG001 Work legally and ethically</li> <li>• CHCMHS002 Establish self-directed recovery relationships</li> <li>• CHCMHS003 Provide recovery oriented mental health services</li> <li>• CHCMHS004 Work collaboratively with the care network and other services</li> <li>• CHCMHS005 Provide services to people with co-existing mental health and alcohol and other drugs issues</li> <li>• CHCMHS007 Work effectively in trauma informed care</li> <li>• CHCMHS008 Promote and facilitate self-advocacy</li> <li>• CHCMHS011 Assess and promote social, emotional and physical wellbeing</li> <li>• HLTWHS001 Participate in workplace health and safety</li> <li>• CHCAOD004 Assess needs of clients with alcohol and other drugs issues</li> <li>• CHCCCS020 Respond effectively to behaviours of concern</li> <li>• CHCPOL001 Contribute to the review and development of policies</li> <li>• CHCPRP003 Reflect on and improve own professional practice</li> <li>• CHCSOH001 Work with people experiencing or at risk of homelessness</li> <li>• CHCSOH002 Manage and maintain tenancy agreements and services</li> <li>• HLTWHS006 Manage personal stressors in the work environment</li> <li>• CHCCCS003 Increase the safety of individuals at risk of suicide</li> <li>• CHCCCS019 Recognise and respond to crisis situations</li> <li>• CHCAOD001 Work in an alcohol and other drugs context</li> </ul>	<p><b>Day:</b> _____</p> <p><b>Time :</b> _____</p> <p><b>Place:</b>  <input type="checkbox"/> Melbourne City  <input type="checkbox"/> Glenroy</p>	<input type="checkbox"/>

<p><b>CHC43315 Diploma in Mental Health :</b></p> <ul style="list-style-type: none"> <li>• CHCADV005 Provide systems advocacy services</li> <li>• CHCDIV001 Work with diverse people</li> <li>• CHCDIV002 Promote Aboriginal and/or Torres Strait Islander cultural safety</li> <li>• CHCMHS002 Establish self-directed recovery relationships</li> <li>• CHCMHS003 Provide recovery oriented mental health services</li> <li>• CHCMHS004 Work collaboratively with the care network and other services</li> <li>• CHCMHS005 Provide services to people with co-existing mental health and alcohol and other drugs issues</li> <li>• CHCMHS009 Provide early intervention, health prevention and promotion programs</li> <li>• CHCMHS010 Implement recovery oriented approaches to complexity</li> <li>• CHCMHS011 Assess and promote social, emotional and physical wellbeing</li> <li>• CHCMHS012 Provide support to develop wellness plans and advanced directives</li> <li>• CHCMHS013 Implement trauma informed care</li> <li>• CHCPOL003 Research and apply evidence to practice</li> <li>• CHCPRP003 Reflect on and improve own professional practice</li> <li>• HLTWHS004 Manage work health and safety</li> <li>• CHCPRP001 Develop and maintain networks and collaborative partnership</li> <li>• CHCEDU001 Provide community focused health promotion and prevention strategies</li> <li>• CHCCDE004 Implement participation and engagement strategies</li> <li>• CHCAOD001 Work in an alcohol and other drugs context</li> <li>• CHCAOD004 Assess needs of clients with alcohol and other drugs issues</li> </ul>	<p><b>Day:</b></p> <hr/> <p><b>Time :</b></p> <hr/> <p><b>Place:</b></p> <p><input type="checkbox"/> Melbourne City</p> <p><input type="checkbox"/> Glenroy</p>	<p><input type="checkbox"/></p>
<p><b>CHC33015 Certificate III in Individual Support :</b></p> <p>Electives (6) ( at least 4 units from the electives listed below, at least 2 units must be from those units listed under Groups A, B or C</p> <p>- up to 2 units from the electives listed below, any endorsed Training Package or accredited course – these units must be relevant to the work outcome</p> <p>Any combination of electives that meets the rules above can be selected for the award of the Certificate III in Individual Support. All electives chosen must contribute to a valid, industry-supported vocational outcome.)</p> <p><b>CORE</b></p> <ul style="list-style-type: none"> <li>• CHCCCS015 Provide individualised support</li> <li>• CHCCCS023 Support independence and well being</li> <li>• CHCCOM005 Communicate and work in health or community services</li> <li>• CHCDIV001 Work with diverse people</li> <li>• CHCLEG001 Work legally and ethically</li> <li>• HLTAAP001 Recognise healthy body systems</li> <li>• HLTWHS002 Follow safe work practices for direct client care</li> </ul>	<p><b>Day:</b></p> <hr/> <p><b>Time :</b></p> <hr/> <p><b>Place:</b></p> <p><input type="checkbox"/> Melbourne City</p> <p><input type="checkbox"/> Glenroy</p>	<p><input type="checkbox"/></p>

<p><b>AGING</b></p> <ul style="list-style-type: none"> <li>• CHCAGE001 Facilitate the empowerment of older people</li> <li>• CHCAGE005 Provide support to people living with dementia</li> <li>• CHCCCS011 Meet personal support needs</li> </ul> <p><b>DISABILITY</b></p> <ul style="list-style-type: none"> <li>• CHCDIS001 Contribute to ongoing skills development using a strengths-based approach</li> <li>• CHCDIS002 Follow established person-centred behaviour supports</li> <li>• CHCDIS003 Support community participation and social inclusion</li> <li>• CHCDIS007 Facilitate the empowerment of people with disability</li> </ul> <p><b>HOME AND COMMUNITY</b></p> <ul style="list-style-type: none"> <li>• CHCAGE001 Facilitate the empowerment of older people</li> <li>• CHCCCS011 Meet personal support needs</li> <li>• CHCCCS025 Support relationships with carers and families</li> <li>• CHCHCS001 Provide home and community support services</li> </ul> <p><b>OTHER ELECTIVES</b></p> <ul style="list-style-type: none"> <li>• HLTAID003 Provide first aid</li> <li>• CHCSOH001 Work with people experiencing or at risk of homelessness</li> <li>• CHCLLN001 Respond to client language, literacy and numeracy needs</li> <li>• CHCGRP001 Support group activities</li> <li>• CHCADV001 Facilitate the interests and rights of clients</li> </ul>		
<p><b>CHC53215 Diploma in Alcohol and Other Drugs :</b></p> <ul style="list-style-type: none"> <li>• CHCADV005 Provide systems advocacy services</li> <li>• CHCAOD001 Work in an alcohol and other drugs context</li> <li>• CHCAOD004 Assess needs of clients with alcohol and other drugs issues</li> <li>• CHCAOD006 Provide interventions for people with alcohol and other drugs issues</li> <li>• CHCAOD007 Develop strategies for alcohol and other drugs relapse prevention and management</li> <li>• CHCAOD008 Provide advanced interventions to meet the needs of clients with alcohol and other drug issues</li> <li>• CHCAOD009 Develop and review individual alcohol and other drugs treatment plans</li> <li>• CHCCCS004 Assess co-existing needs</li> <li>• CHCCOM006 Establish and manage client relationships</li> <li>• CHCDIV001 Work with diverse people</li> <li>• CHCMHS005 Provide services to people with co-existing mental health and alcohol and other drugs issues</li> <li>• CHCMHS007 Work effectively in trauma informed care</li> <li>• CHCPOL003 Research and apply evidence to practice</li> <li>• CHCPRP002 Collaborate in professional practice</li> <li>• CHCPRP003 Reflect on and improve own professional practice</li> <li>• HLTAID003 Provide first aid</li> <li>• CHCAOD002 Work with clients who are intoxicated</li> </ul>	<p><b>Day:</b> _____</p> <p><b>Time :</b> _____</p> <p><b>Place:</b></p> <p><input type="checkbox"/> Melbourne City</p> <p><input type="checkbox"/> Glenroy</p>	<p><input type="checkbox"/></p>

<ul style="list-style-type: none"> <li>• CHCAOD003 Provide needle and syringe services</li> <li>• CHCAOD005 Provide alcohol and other drugs withdrawal services</li> <li>• CHCCCS007 Develop and implement service programs</li> <li>• CHCEDU001 Provide community focused health promotion and prevention strategies</li> <li>• CHCINM001 Meet statutory and organisation information requirements</li> </ul>		
<p><b>BSB20215 Certificate II in Customer Engagement</b></p>	<p><b>Day:</b> _____</p> <p><b>Time :</b> _____</p> <p><b>Place:</b>  <input type="checkbox"/> Melbourne City  <input type="checkbox"/> Glenroy</p>	<input type="checkbox"/>
<p><b>BSB30215 Certificate III in Customer Engagement</b></p>	<p><b>Day:</b> _____</p> <p><b>Time :</b> _____</p> <p><b>Place:</b>  <input type="checkbox"/> Melbourne City  <input type="checkbox"/> Glenroy</p>	<input type="checkbox"/>
<p><b>22280VIC Certificate I in Employment Pathways</b></p>	<p><b>Day:</b> _____</p> <p><b>Time :</b> _____</p> <p><b>Place:</b>  <input type="checkbox"/> Melbourne City  <input type="checkbox"/> Glenroy</p>	<input type="checkbox"/>
<p><b>FNS20115 Certificate II in Financial Services</b></p>	<p><b>Day:</b> _____</p> <p><b>Time :</b> _____</p> <p><b>Place:</b>  <input type="checkbox"/> Melbourne City  <input type="checkbox"/> Glenroy</p>	<input type="checkbox"/>
<p><b>FNS30115 Certificate III in Financial Services</b></p>	<p><b>Day:</b> _____</p> <p><b>Time :</b> _____</p> <p><b>Place:</b>  <input type="checkbox"/> Melbourne City  <input type="checkbox"/> Glenroy</p>	<input type="checkbox"/>

ACFE Course		
<p><b>Looking for Work:</b> This program will assist people with different ways to seek jobs and why it's important to use different avenues when seeking employment.</p>	<p><b>Day:</b> _____</p> <p><b>Time :</b> _____</p> <p><b>Place:</b>  <input type="checkbox"/> Melbourne City  <input type="checkbox"/> Glenroy</p>	<input type="checkbox"/>
<p><b>Preparing for Employment:</b> This program will provide people with the knowledge on what to prepare before going to a job interview. This course will include resume writing, cover letter writing, how to answer key selection criteria, interview skills and techniques and presentation at interviews.</p>	<p><b>Day:</b> _____</p> <p><b>Time :</b> _____</p> <p><b>Place:</b>  <input type="checkbox"/> Melbourne City  <input type="checkbox"/> Glenroy</p>	<input type="checkbox"/>
<p><b>Workplace Essentials:</b> Aimed at people who have little or no work experience or history. This will focus on communication in the workplace, working with other and participating in teams.</p>	<p><b>Day:</b> _____</p> <p><b>Time :</b> _____</p> <p><b>Place:</b>  <input type="checkbox"/> Melbourne City  <input type="checkbox"/> Glenroy</p>	<input type="checkbox"/>

Student Name: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_