TERM 02 2022

Program Guide

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Outlook community centre

How to enrol in a program

Online
www.outlookaust.org.au

In Person
24 Toomuc Valley Road, Pakenham, 3810

Email
communitycentre@outlookaust.org.au

Telephone
5940 4728

Payment
Online with PayPal using your PayPal account or credit card.
Inter bank transfer (email the Community Centre to initiate transfer)
Credit Card (phone 5940 4728)

Funding acknowledgement

We would like to acknowledge financial support from Adult, Community and Further Education Board, Cardinia Shire Council and Department of Health and Human Services.

Community Centre membership

It is Centre policy that everyone who takes part in programs and activities becomes a member of the Centre. The membership is an annual fee from January to December, and assists with the day-to-day running costs and other Centre expenses. Membership is payable upon your first enrolment for the calendar year. Obtain by visiting the Centre or via our website.

Individuals	Families
$10 per annum	**$15 per annum**

Outlook community centre

24 Toomuc Valley Road

Pakenham VIC 3810

P 5940 4728

E communitycentre@outlookaust.org.au

outlookaust.org.au

Cancellations and refunds

If the Centre cancels a class because minimum numbers are not met, students will be advised and all fees refunded in full. If you withdraw from a class more than 7 days before the advertised commencement date, a refund less an administration charge will be made. No refund will be given if you withdraw from a class less than 7 days before the advertised class start date.

Outlook Community Centre is an inclusive and accessible organisation with disability access, including hoists.

Make Your Own Mini Album

NEW

Would you like to make a personalised gift for someone? Or would you like to create a pretty brag book? Or would you like a small album to write down some favourite memories that pair with your photos? Or perhaps a keepsake of a loved one? There are lots of uses for this cute mini album.

All you need to bring is 10-12 4"x4" photographs (can be 6"x4" that we cut down) and yourself. Album, adhesives, embellishments etc. are provided

Friday 17 June
9.30am - 12.30pm
Cost $15 plus $20 materials

Customer Service

Customer service skills are behaviours that you need to use when addressing customers requirements and making sure they have a great experience. This course will focus on communication, empathy, patience and technical knowledge as well as strategies for exceeding customer expectations, understanding and retaining relationships.

Wednesdays commencing
1 June for 2 sessions
12.00pm - 4.00pm
Cost $20

Gaining the Edge - Resilience

NEW

Being resilient and positive, with a sense of wellbeing, enables a person to approach other people and situations with confidence and optimism. It allows you to face challenges, learn from them, and develop ways to live a happy and healthy life.

In this course you will learn:

- The skills for coping with the ups and downs of life
- Wellbeing strategies
- The ability to cope with new situations

Thursdays commencing
19 May for 4 sessions
9.30am - 2.30pm
Cost $35

Kokedama Workshop - Beginners

Learn how to make your own beautiful Kokedama. Kodedama is an ancient form of Japanese garden art. Koke (moss) dama (ball) they consist of a plant in soil and peat moss formed into a ball, covered in Spaghnum moss then wrapped in twine. Fun and quite easy to make. All equipment provided

Wednesday 22 June
10.00am - 12.00pm
Cost $35

www.outlookaust.org.au/personal-development

All Together Choir

Do you love singing?
Our inclusive All Together Choir welcomes everyone to join. All you need is a love of singing, so come along and give it a try.

Thursdays commencing
28 April for 9 sessions
10.30am - 12.00pm
Cost $7 per session

Card Games and Mahjong Social Groups

Join one of these groups and gather with others who love playing games. Exercise your brain and have some fun! These groups are informal, friendly and non-competitive.

Every Tuesday
1.00pm - 4.00pm
Cost $5 per session

Gardening Group

Would you like to know more about plants and how to make them grow? You don't have to have a garden to belong to this group – just a love of gardens. Share your knowledge and/or learn new tips, take home some cuttings, sit with a cuppa and discuss that rare plant you're trying to find or listen to one of our guest speakers.

1st Friday of the month
1 April, 6 May, 3 June
10.30am - 12.00pm
Cost $5 per session

Book Club - Discussion Group

Talk about a specific book with a group of like-minded people in your community. These sessions are fun and relaxing. Books and friendship supplied.

First Monday of the month
4 April, 2 May, 6 June
7.00pm - 9.00pm
Cost $5 per session

Knit and Knatter

Learn how to knit or crochet, or pass your skills on to others. New and more experienced knitters welcome. Come and try this relaxing pastime.

First Saturday of the month
2 April, 7 May, 4 June
10.00am - 2.00pm
Cost $5 per session

Italian Cooking

NEW

In these hands on cooking classes you will get to experience making dishes from one of the most popular and widely adopted cuisines in the world. Over the three sessions you will learn to make: Meatballs in a fresh tomato sauce, Mama bean soup, Siciliano pasta and Italian Almond biscuits. Enjoy sitting and eating what you make with your classmates.

Please bring notepad and pen.

Mondays commencing
23 May for 3 sessions
23 and 30 May 12.00pm - 2.30pm
6 June 12.00pm - 3.00pm
Cost $60

Community Centre closed 15 April, 18 April, 25 April and 13 June

www.outlookaust.org.au/personal-development

Women's Friendship Group for Over 60s

Do you enjoy a coffee, a chat and want to make new friends? This group enjoys craft activities, guest speakers and going on excursions. Come along and see if this informal, relaxed group is for you.

Tuesdays commencing
26 April for 9 sessions
10.00am - 12.00pm
Cost $5 per session
(Some weeks the group is out so prior bookings are essential)

Intermediate Guitar

If you have had some basic experience playing the guitar in the past, then we welcome you to this fun group. Come and play some diverse tunes from many different genres of music. Improve your playing and understanding of the world's most popular instrument. BYO Guitar.

Thursdays commencing
19 May for 6 sessions
12.00pm - 2.00pm
Cost $95

Art Club

Explore a variety of art mediums such as drawing and print making in a fun and supportive environment. There will be new projects to try each week. Covers angles, lines, shapes, shading, perspective and proportion. You will also make a "zine".

Fridays commencing
20 May for 6 sessions
1.15pm - 3.15pm
Cost $70
(Please contact the Centre for project and materials list)

Men's Discussion Group -OMNI

A group of blokes over 50 who meet for a coffee and a chat, to discuss issues of interest and concern, with plenty of laughs. Meet new people in a friendly, welcoming atmosphere.

1st Wednesday of the month
6 April, 4 May, 1 June
7.00pm – 9.30pm
Cost $5 per session

Ukulele U-Bute Group

Want lots of fun and a joyful sing-a-long? For those who have previously completed a Ukulele course, or with previous experience. Increase your repertoire and jam with this happy group. BYO Ukulele.

Mondays commencing
2 May for 8 sessions
(No class 13 June)
12.30pm - 2.30pm
Cost $40

Card Making

If you are looking for some creative time and social interaction and a chance to make some cards to use for those special events in your life, then this could be the group for you. You will make four different cards that can be tailored through stamping to suit your upcoming card needs. A kit is provided each class. Please BYO adhesives, (including 3D foam and either a glue stick or double sided tape).

Tuesdays commencing
14 June for 2 sessions
10.00am - 12.00pm
Cost $40

Computers

Cardinia Shire Council Volunteer Subsidy may apply.

www.outlookaust.org.au/computers

Computer Maintenance and Internet Safety

We rely more and more on technology in everyday life, therefore gaining an understanding of computer maintenance and tools is paramount. Learn how to protect yourself, your computer and privacy on the internet and discuss some security concerns when using your computer. BYO USB stick.

Mondays commencing
30 May for 2 sessions
9.30am - 1.00pm
Cost FREE

Get Tech Savvy for Seniors

Keep up to date with the digital world with these hands-on informal classes. You can ask questions about computing technology that frustrates you or makes you curious. Whether you are a beginner or already have some experience, you will gain skills and confidence to easily use technology for socialising, accessing important services or organising your life. Classes cover computers and iPads. Use our laptops and iPads or bring your own. BYO USB stick.

Wednesdays commencing
27 April for 9 sessions
Cost FREE

Beginners
11.00am - 12.30pm
OR
Intermediate
9.30am - 10.45am

Australian Government | Be Connected
Every Australian online.

Digital Essentials - The Next Step

NEW

Would you like to extend your digital skills and gain further understanding of technology? Discover the use of different digital devices, their functionality and the ways you can use these to connect with others and access services over the internet. Gain the confidence to transfer your skills to different digital contexts.

The course includes building email skills, creating in Microsoft Word, finding information online, being social, managing information, connecting to devices, day to day technology, being safe and secure and some new online experiences.

Tuesdays commencing
3 May for for 8 sessions
1.00pm - 4.00pm
Cost $45

iPads for Beginners

Get to know your iPad and its many uses. Learn how to set it up and how to navigate it's in-built features for communication, productivity and fun. Connect to the internet and explore the world. Download and manage Apps, take photos, send emails, and much more. Bring your own iPad or use one of ours.

Thursdays commencing
5 May for 8 sessions
1.00pm - 4.00pm
Cost $45

This course is aimed at devices that are currently supported by Apple updates (iPad Gen 5 and later)

Community Centre closed 15 April, 18 April, 25 April and 13 June

Computers

Cardinia Shire Council Volunteer Subsidy may apply.

www.outlookaust.org.au/computers

Microsoft Office - Beginners

Do you need basic computer skills for work or are your skills a bit rusty? This course gets participants up and running with a range of Microsoft Office Apps. Discover what they are used for and learn the basics of Word, Excel, PowerPoint, Outlook, Publisher, OneDrive and more.

Fridays commencing
6 May for 8 sessions
9.30am - 12.30pm
Cost $55 (includes course notes)

Microsoft Excel - Beginners

Learn the world's most popular spreadsheet software to help you with home and work-related tasks. Covers building, editing and formatting spreadsheets, creating charts (graphs), working with lists of data and how to make the software perform automated calculations (so that you don't have to do the math!). Includes many Excel-specific tips and tricks. BYO USB.

Wednesdays commencing
4 May for 8 sessions
1.00pm - 4.00pm
Cost $55 (includes course notes)

Canva - Online Design Made Easy

Canva is a graphic design platform that is free to use and can be used to create professional social media posts, posters, business cards, invitations etc. Make the most of this attractive platform to utilise for business needs and pleasure.

Fridays commencing
10 June for 2 sessions
10.00am - 12.30pm
Cost $25

Microsoft Office - Intermediate/Advanced

Are you hoping to secure that new position or are you in a new role and hoping to impress the boss and get things done more efficiently? This course looks at some of the more advanced features available across a range of Office Apps, such as Word, Excel, PowerPoint, Sway (digital story telling app), Forms and OneNote. Ideal for those who have completed the Beginners Microsoft Office course, or already have an Office account and experience with using the Apps.

Wednesdays commencing
4 May for 8 sessions
6.00pm - 9.00pm
Cost $55 (includes course notes)

Xero Accounting

Learn the essentials of the Xero cloud-based accounting system. This hands-on course covers setup, sales and purchase functions, banking and reconciliation options, reports, plus key payroll and activity statement setting. Working email address required.

Tuesdays commencing
3 May for 8 sessions
6.00pm - 9.00pm
Cost $55 (includes course notes)

www.outlookaust.org.au/health-and-wellbeing

Functional Fitness

Improve balance, agility and muscle strength. Train your body to make it easier and safer to perform everyday activities. Suitable for all ages and abilities. Chair-based and standing options available.

BYO Mat and drink bottle. Please bring your own hand weights if possible (free loan weights are available)

Thursdays commencing
28 April for 9 sessions
10.30am - 11.30am
Cost $81
OR
Mondays commencing
2 May for 7 sessions
(No class 13 June)
10.30am - 11.30am
Cost $63

NEW

Pilates Low Impact Strength Training for Over 50s

Builds strength and balance to promote better health. Gentle exercises to enhance your life and assist you to regain the strength you once had. Suitable for all levels of fitness

BYO mat and drink bottle. Please bring your own hand weights if possible, (free loan weights are available).

Thursdays commencing
28 April for 9 sessions
9.00am - 10.00am
Cost $90
OR
Mondays commencing
2 May for 7 sessions
(No class 13 June)
9.00am - 10.00am
Cost $70

NEW

Laughter Yoga

Laughter is the best medicine, it boosts your immune system, improves circulation, reduces anxiety and depression, and decreases stress. A fun social class for all round health and wellness. A sense of humour is not required, but you will develop one.

Tuesdays commencing
19 April for 11 sessions
6.00pm - 7.00pm
Cost Gold Coin Donation

Tai Chi

Golden Lion Academy Tai Chi offers a gentle mind-body therapeutic exercise program that heals the body, prevents illness and keeps you healthy for life. It soothes the nerves and calms the mind as it induces good physical and emotional conditioning. It is meditation in motion. Tai Chi incorporates breathing and meditation techniques, various strength, flexibility, balance and coordination exercises.

Beginner, intermediate and advanced barehand forms are taught, plus advanced forms that include sword and fan forms, self defence applications together with pressure points for healing and self-defence.

Mondays commencing
2 May for 7 sessions
(No class 13 June)
7.00pm - 8.00pm
Cost: $77 or $12 per session casual
OR
Tuesdays commencing
26 April for 9 sessions
10.30am - 11.30am
Cost $99 or $12 per session casual

Community Centre closed 15 April, 18 April, 25 April and 13 June

Line Dancing

Dances are taught by walking through the steps and then applying this to music. It is lots of fun. No partner required.

Easy Line Dancing
(New Beginners welcome)
Mondays commencing
2 May for 7 sessions
(No class 13 June)
10.00am - 11.30am
Cost $35
OR
General Line Dancing
Fridays commencing
29 April for 9 sessions
10.00am - 11.30am
Cost $45

Meditation

Enjoy inner peace and personal transformation. This guided meditation journey will be calming and insightful. Wear comfortable clothing. A journal, pen and blanket are optional.

Mondays commencing
2 May for 7 sessions
(No class 13 June)
9.30am - 10.30am
Cost $84

Recreational Boat Licence

Gain the competency to obtain a general Victorian Boating and PWC licence . Meet the requirements of the State Authorities. No pre-study required. You receive a certificate on the day to take to VicRoads to purchase your licence.

Saturday
28 May OR 18 June
8.30am - 12.00pm
Cost $130 (Please choose one session)

Dance with a Star

Who said it takes two to Tango? No partner required.
Come and join this fun dance class with Abdo where you will dance to the rhythm of your favourite Latin songs. Abdo is an internationally recognised award winning dancer and instructor, who appeared on Dancing with the Stars in the Middle East.

These fun classes are great for those wanting to learn traditional Latin dances with a modern take on them.

Wednesdays commencing
27 April for 9 sessions
1.00pm - 2.00pm
Cost $117

Easy Exercise, Relaxation and Meditation

Have you found yoga too strenuous in the past? Rejuvenate the whole of your being. In this class you will work within your own ability. Gentle flowing movements will strengthen your body, create greater flexibility, relax and calm your mind. Learn the importance of correct breathing and to take time out to relax and meditate.

At Outlook and on Zoom
Tuesdays commencing
3 May for 8 sessions
7.00pm - 8.30pm
OR
At Outlook
Wednesdays commencing
4 May for 8 sessions
10.00am - 11.30am

Cost $120 for 8 sessions
Casual payment available on application .

Health and Wellbeing

www.outlookaust.org.au/health-and-wellbeing

Forget-Me-Not Café

This Café style program aims to bring together people living with dementia and their loved ones in Pakenham and surrounding areas. The Café is a nurturing space that offers enrichment, support and understanding, where you can share experiences with others living with the challenges of dementia. Come along and enjoy activities, entertainment and refreshments.

Tuesdays 19 April, 17 May, 21 June
10.00am - 12.00pm
Cost FREE

Supported by Cardinia Shire Council | Cardinia

Walking Groups

www.outlookaust.org.au/walking-groups

If you are unsure about which walking group is for you please contact the Centre for suitability.

Heart Foundation Walking

Toomuc Valley Walkers

Walk your way through local parklands to improve fitness. This group caters for walkers of all levels.

Tuesdays
Meet at rotunda on highway opposite Toomuc Valley Road
9.30am - 10.30am
Cost FREE

Marketplace Walkers

Pakenham Central Marketplace is a great place to walk because it is a sheltered indoor space, free from traffic and bad weather. Suitable for all ages and abilities.

Fridays
Meet at Pakenham Central Marketplace (near escalators)
8.00am - 9.00am
Cost FREE

Cardinia Wanderers

A walk that is a bit more challenging and longer in distance. Get some exercise whilst exploring different places each week. Look after your health and wellbeing whilst making new friends along the way. These walks are over 5km.

Wednesdays
Meet at Outlook at 9.30am
Cost FREE
(Bring own lunch or buy your own)

Community Centre closed 15 April, 18 April, 25 April and 13 June

Outlook Community Centre invites local parents to book in for a free child car restraint fitting or safety check.

70% of child car restraints are incorrectly installed or used, posing a serious safety risk to children in those restraints. For peace of mind, have a professional fitter check your restraints so you know your child is safe.

2nd and 4th Friday every month 10.00am - 2.00pm. Bookings are essential. Parents and Carers (including Grandparents) can book in a free child care restraint fitting or check by registering via: www.safeseatssafekids.com.au/venues-mec/ Please note if you need to have more than one child car restraint fitted/checked, you will need to book multiple appointments.

For more information about the program please visit www.kidsafevic.com.au/road-safety/free-child-car-restraint-checking-program

These events are hosted by Kidsafe Victoria with Neighbourhood Houses Victoria in partnership with the support of the Victorian State Government.

Outlook Community Centre host the Community Grocer Every Thursday 9.00am – 1.00pm

the COMMUNITY GROCER EST. 2014

Buy your affordable farm fresh fruit and vegetables from a not-for-profit social enterprise that supports local growers. If you would like to see and try for yourself either come along to select and purchase your fruit and vegies on the day or order a box visiting the website: www.openfoodnetwork.org.au

You will find the Grocer located along the left hand side of the building in the undercover area.

For more information about the Community Grocer, please visit the Community Grocer website www.thecommunitygrocer.com.au or find them on Facebook.

We look forward to seeing you to pick up some goodies at the Centre every Thursday.

Professional Training

Cardinia Shire Volunteer Subsidy may apply.

www.outlookaust.org.au/professional-training

Training and assessment provided by CFT International RTO provider No. 21120
Nationally recognised. USI number required

Food Safety Level 1

Choose one of the following certificates:

- Hospitality and Retail SITXFSA001
- Community and Health HLTFSE001
- Food Processing FBPFSY1002 (Not available online)

Monday 20 June at Outlook
5.00pm - 9.00pm
Cost $95
OR
Online any time
Cost $95

Online Course

Please contact us for further details.

Food Safety Level 2

Online Course

Online any time

- Hospitality and Retail SITXFSA002

Cost $115
OR

- Community and Health Services HLTFSE005 and HLTFSE007

Cost $180

Please contact us for further details.

Responsible Serving of Alcohol (SITHFAB002)

Increase your opportunities for employment in the hospitality industry. You can now complete your Victorian RSA Certificate online. Once you complete your training, you will receive the VCGLR RSA Certificate (required for working in Victoria) as well as the national Statement of Attainment for SITHFAB002.

Online any time
Cost $49

Online Course

Please contact us for further details.

Food Safety Supervisor

Online Course

Online any time

- **Hospitality and Retail** SITXFSA001, SITXFSA002

Cost $210

- **Community and Health Services** HLTFSE001, HLTFSE005, HLTFSE007

Cost $275

- **Food Processing Industries** FBPFSY1002, FBPSY2002

Cost $210

Food Safety Supervisor - Community and Health Services Refresher

Online any time

Online Course

- HLTFSE001, HLTFSE005, HLTFSE007

Cost $220

Please contact us for further details.

Community Centre closed 15 April, 18 April, 25 April and 13 June

Professional Training

Cardinia Shire Volunteer Subsidy may apply.

www.outlookaust.org.au/professional-training

Training and assessment provided by Livcor/APL Health RTO provider No. 3586
Some homework prior to classes. USI number required.

Cardiopulmonary Resuscitiation (HLTAID009)

This course provides the skills and knowledge to be able to handle cardiac emergency situations.

Wednesday 1 June OR
Saturday 18 June
9.30am -11.30am
Cost $70 per session

Provide First Aid (HLTAID011)

This course provides the skills and knowledge required to provide a first aid response, life support and management of the casualties until the arrival of medical or other assistance.

Wednesday 1 June OR
Saturday 18 June
9.30am - 2.30pm
Cost $175 per session

Provide an Emergency First Aid Response in an Education and Care Setting (HLTAID012)

For educators, support staff and carers working within an education and care setting who are required to respond to a first aid emergency, including asthma and anaphylaxis.

Wednesday 1 June OR Saturday 18 June
9.30am - 3.00pm. Cost $175 per session

Language and Culture

www.outlookaust.org.au/language

Spanish Language - Beginners

In this beginners course, you will begin with the alphabet, numbers and how to introduce yourself. You will learn basic phrases to ask for the location of places and basic directions, understanding times and dates, going shopping for groceries and clothes, and ordering a meal. Some basic grammar will be taught to help you better understand how Spanish works. You only need to bring a notebook and a pen. Copies of the course material will be provided.

Thursdays commencing
28 April for 9 sessions
6.30pm - 8.00pm
Cost $144

Spanish Language

This class is for those who already know the basics of Spanish. We will be expanding on the use of verbs and adjectives and introducing the basics of past and present tenses.
Gain an understanding of the culture and customs of this beautiful language, whilst developing conversation skills, grammar and pronunciation.

Tuesdays commencing
26 April for 9 sessions
6.30pm - 8.00pm
Cost $144

www.outlookaust.org.au/services

Aged Care: Be Informed Be Prepared - Session One

Do you need help to understand and navigate the aged care system – for yourself, a family member or friend? This session will provide an overview of what you need to know during the journey, what types of services are available, how to be prepared for assessment and financial considerations.

Friday 17 June, 10.00am - 12.00pm
Cost FREE

Aged Care: Be Informed Be Prepared - Session Two

Join us for a presentation that reflects on how to get support in your home, assessment and services available. This will be followed by an opportunity for individual support to discuss needs and what will work for you. This is a free, confidential service that gives you independent information about home services and how to access them.

COTA VICTORIA

Friday 24 June, 9.30am - 12.30pm
Cost FREE

The Aged Care Navigator Trial is delivered in partnership with COTA Vic and Outlook Community Centre as part of a consortium led by COTA Australia and funded by the Australian Government. For more information go to www.AgedCareNavigators.org.au

Senior Safe Driver Program

NEW

Topics Covered:

- How ageing can affect driving
- Tips to enhance your safety when driving
- How to manage driving with a medical condition
- Planning for the future
- Where to get information.

Includes refreshments and cakes.

Wednesday 1 June
10.00am – 11.00am
Cost FREE
No test involved

Community Road Safety Grants | vicroads

RoadSafe South East

Caring for Carers Group

Let's get together!

Share a cuppa – meet and greet.
For carers aged 55 years and over. Join us for some fun, learning and laughter. Let's take some time out together! The aim of these sessions is to build new friendships and continue with regular weekly social connection.

Tuesdays commencing
26 April for 9 sessions
10.30am - 12.00pm
Cost FREE

Supported by Cardinia Shire Council | Cardinia

Community Centre closed 15 April, 18 April, 25 April and 13 June

www.outlookaust.org.au/services

FREE Legal Advice

Bookings essential

- Do you have a legal issue that you would like some advice on?
- Not sure which is the best way to proceed?
- Expert advice available from local Lawyers.

FREE 15 minute phone appointments

Wednesday
20 April, 18 May OR 15 June
5.30pm - 7.00pm
Please email
communitycentre@outlookaust.org.au
or call 5940 4728 to book.

Be Connected

There's never been a better time to get online. We can help you discover how being online can add new skills and experiences to your life.

We offer:

- Free access to computers, iPads and the internet
- Free support and one on one training with an expert volunteer tutor

Learn the basics of getting online safely. Keep up to date with what's happening in your community and around the world and build your confidence with digital technology.

Please email
communitycentre@outlookaust.org.au
or call 5940 4728 to arrange an appointment.

Australian Government

Be Connected
Every Australian online.

FREE Library

The Community Centre has a wonderful collection of books available for your use. We encourage you to drop in and browse. Feel free to borrow or donate books for others to share and enjoy.

Monday to Friday
9.00am - 4.00pm

Need a venue for your next meeting, training or function?

Outlook community centre

Outlook Community Centre has small and medium training rooms available for businesses or community groups. Each room has a kitchenette, audio visual capabilities and whiteboard.

The Centre can also cater to larger groups, allowing greater social distancing, in our Function Hall with separate kitchen or Multipurpose room with kitchenette.

More details of our rooms and facilities can be found on our website: www.outlookaust.org.au under community centre/venue hire.