

Message from the ACFE Board

2012 will be another significant year for the sector. To discuss how the ACFE Board and Learn Local are going to work together this year to enhance our productivity, please prioritise attending the first Provider Forums in your region. The forums will include important information on the sector's 2011 performance as well as new support for governance, teaching and learning and we need your feedback. Please don't miss them!

If you haven't done so already, you can [click on this link to download the Learn Local 2012 calendar now \(pdf 2.6 MB\)](#).

Click and tell us what new courses or plans you have for 2012 – GET THE CONVERSATION GOING!



FACEBOOK



TWITTER



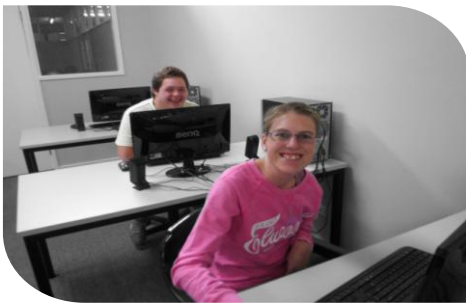
YOUTUBE



WIKI

ACFE welcomes new Learn Local organisation: Encompass

ACFE would like to welcome Encompass Community Services Inc. as a newly registered Learn Local organisation in the Barwon South Western Region. Encompass provide opportunities to people with disabilities, people who may be disadvantaged and the general community, via specialist employment services, offering a range of accredited and non-accredited courses, life skills programs and small business ventures.



Happy students in the computer lab at Encompass.

In late 2010, Encompass featured on Channel Nine's *Secret Millionaire* program, and received a generous cheque from the 'secret millionaires'. While finding their way around Geelong, secret millionaires Alf and Nadia came across the Encompass Community Services Organisation.

The organisation impressed the couple with their dedication and commitment to providing skills and practical assistance to people with disabilities. Participants working, learning and earning through Encompass' programs and businesses were featured, as were the fantastic staff. ACFE has been equally impressed by the organisation's past achievements and we look forward to a healthy future with them.

Diary Dates*

Feb 17	Close of round 3 Capacity & Innovation Fund
Feb 27 to Mar 9	Forum/Briefing in your region. Check with your Regional Office for specific date
Mar 15 to 16	ACE Business Capacity Program (Shepparton)
Mar 22 to 23	ANHLC Conference
Mar 22 to 23	ACE Business Capacity Program (Melbourne)
Mar 30	Commonwealth Equipment grant acquittal due

*STATE-WIDE DATES ONLY. REFER TO THE LEARN LOCAL CALENDAR OR YOUR REGIONAL OFFICE FOR ADDITIONAL INFORMATION

...to **POLISH** your Capacity & Innovation Project Application!

five
easy
ways

1. Talk with your regional office for their feedback and support.
2. Check that the application fits the purpose of the fund (p2 of the Guidelines)
3. Be clear about each partner's role. Have your partners given written support for the project that says how they are contributing?
4. Avoid jargon and waffle - word limits matter! Get honest feedback from a colleague. Does it all make sense?
5. Make sure your finances add up. Is your budget detailed? Have you costed in who will manage the project?

Spotlight on Learn Local Award Winner *Innovative learning and new technologies* in the Aged Care Industry – Upper Yarra Community House

Upper Yarra Community House (UYCH) found that many local aged care staff were overwhelmed with the need to use new technologies in their roles. In response, UYCH's team developed a unique delivery strategy using blogs, twitter and other collaborative platforms to teach aged care programs. Because many local aged care facilities use electronic devices to record information, UYCH provided new learners with iPads before they started the course. They set up an iPad helpline, however most students were able to get family members, especially children, to help them learn to use the iPad. This whole-of-family participation was a fantastic unintended outcome.



Students of UYCH's Aged Care course get hands on with the new technologies leading the way in their chosen industry.



Read about all the Learn Local Award categories. Which one would you nominate for? [Click here...](#)

Help is at hand – intensive 2 day workshop

Learn Local providers are facing many challenges in the current climate, but help is at hand to assist you to maintain your existing client base and develop new markets, engage with your community, understand your competitors in a contestable market and more.

Registrations are now invited for the 2012 ACE Business Capacity Program. Registrations are open to all Learn Local organisations; however it is strongly recommended that organisations who have not attended a Program in previous years take the opportunity to register. There are 25 places available in each group, with a limit of two people per organisation. ACEF is providing a grant of \$800 per participant to cover your organisations' associated costs for staff attendance, including travel and accommodation. The dates are outlined in the table to the right. For more information [please see the recent Capacity Memo](#)

RECENT MEMOS – click 'em

[2012 / 03 Learn Local 2012 Calendar - online \(Word 272.0 KB\)](#)

[2012 / 02 Provider Network for Single and Teenage Parents Training Initiative - Expression of Interest \(Word 285.0 KB\)](#)

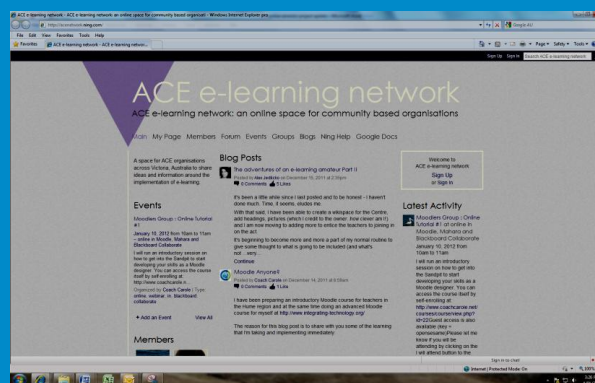
[2012 / 01 ACE Business Capacity Program 2012 - registrations now open \(Word 307.5 KB\)](#)

Expand with an e-mentor!

You may not know it but there is an e-mentor not far from you. The ACE e-mentor project is supporting 18 dedicated people to lead, guide and develop e-learning skills in your organisation. It's practical and accessible. All you have to do is ask!

Free training and use of an online classroom are valuable parts of the project, as well as customized support for your staff, whether they be teaching, administration or management.

Take five minutes to [find out more](#) or contact project Leader Josie_rose@cae.edu.au ph: 9652 0710



2012 ACE Business Capacity Program dates

Group	Location	Dates
Medium & small RTOs	Shepparton	15 & 16 March
Non RTOs	Melbourne	22 & 23 March
Large RTOs	Melbourne	10 & 11 May
Non-RTOs	Bendigo	24 & 25 May
Medium & small RTOs	Melbourne	14 & 15 June



NORTH WESTERN METROPOLITAN REGION

It's full steam ahead for the NWMR, with everyone back from holidays and raring to go. We're looking forward to seeing you at the Learner Matters Network and the Provider forums, it will be good to catch up and share ideas about making 2012 a great year. And a big welcome to new Learn Local providers YouthNow, in Sunshine and Inner Melbourne VET Cluster in Abbotsford.

NWMR upcoming events

Learner Matters Network

The topic: Disengaged Learner Strategies – The Jesuits' Gateway Project.

Tuesday 21 February

10.00am - 1.00pm

Brunswick Business Incubator

420 Victoria Street, Brunswick

The first Provider Forum for the year:

Tuesday 28 February

10.00am - 1.30pm

Level 4, Room B427

CAE, 253 Flinders Lane, Melbourne.

The Provider Forums are a great source of information, an opportunity to network with other providers as well as meet and greet with the ACFE NWMR team.

For all the year's events check out the [Learn Local Calendar](#)

Don't forget...

Applications for the Capacity and Innovation Grants - Round 3, close 5.00pm 17th February.

For all the information you need about Round 3 [click here](#).

Small Business Mentors

Many of you have taken advantage of the free Small Business Mentors (SBM) program and know the value of expert advice on managing and growing your organisation. This superb program is still available at no cost to you. To find out how to register, [click here](#).

Marketing ideas

Is the Learn Local logo on your website yet?

[Click here](#) to find out how to do it.

Have you got an event, milestone or achievement that you would like help publicising?

Contact Ben Wells in the NWMR office for advice and assistance.

Are you using Twitter and Facebook? Many of your potential learners are, and so are their friends and children. Check your [Learn Local Communications and Marketing Training Manual](#) to find out how to use social media to reach more people.

Is your local council on board? Contact your council and ask about them displaying your brochures, linking to your website, publicising your courses etc.

A hand up not out

Have you thought of providing scholarships to your learners? To celebrate their 25th anniversary, the Westgate Community Initiatives Group awarded Board Scholarships to 13 stand-out clients. There were presented to those nominated by their employment agents for showing a keen interest in further education or finding work. Many of the learners had faced extreme adversity in their lives- poverty, abuse and war.

The idea of the scholarships was to give learners practical financial assistance in order to achieve their goals. For some this meant tuition fees and money for driving lessons, for others it was to buy tools for trade apprenticeships. One learner was in need of dental care, not only for health reasons, but to help her physical appearance while searching for employment.

Why award scholarships?

- Gives learners a much-needed extra helping hand
- Provides a great opportunity for publicity and goodwill for your centre
- Helps build links with your local community
- Can be good way to involve local businesses.

A scholarship or award scheme might be a way for you to bring awareness to your organisation!

On a lighter note...

The NWM office 'Biggest Loser' competition is getting quite serious, with contestants closely guarding their vital statistics. In case you need extra inspiration to attend, results will be revealed at the first Provider Forum.

Cheers from the NWMR Team.