

## WISE Employability Skills Training – North Western Melbourne

WISE Employment will deliver Employability Skills Training (EST) to you through our experienced local community partners CommUnity Plus and Civil Training Australia using our “BestSteps” model. We’ve developed BestSteps in consultation with employers and job seekers and will be flexible in how we deliver your training so it will be responsive to your needs.

### What you can expect from us

In the North Western Melbourne Employment Region, WISE and our community partners will use our combined experience, networks and commitment to give you training that is relevant, engaging and prepares you to find employment.

### Tailored Training Solutions

Our course content will be tailored to your needs taking into account your feedback, our trainers’ expertise and the needs of each group. We achieve this through:

**Building Understanding:** We’ll speak with you constantly, online and face-to-face, about your needs and the solutions we have to help you achieve your learning and employment goals

**Promoting Hope:** Positive pathways are core to our approach – helping you with motivational interviews, solution-focused activities, collaboration with natural supports, and effective mentoring and coaching strategies.

**Showing Curiosity:** Our local region Content Editorial Group meets monthly to further tailor course materials and delivery to meet local area training needs and based on your feedback and ideas. You could be offered the opportunity to participate in this group.

**Being Adaptive:** As innovation with training delivery occurs, WISE will share insights using our moderated Facebook group and monthly meetups.

### Really Engaging Training

**Great training starts with the training leader.** WISE uses qualified and experienced trainers who can relate to you and effectively manage the course. WISE Learning Managers across Australia share effective training tactics and feedback, including their participation in monthly “WISE Guys” professional development forums.

**Achievable learning objectives.** WISE has a matrix of incentives that trainers use to promote positive results in the training room, including games, awards, giveaways, peer recognition, social media featured posts and recognition of achievement.

**Blend learning methodologies that capture a range of learning styles.** As with any adult-learning setting, utilising a range of learning approaches is essential. WISE uses role-playing, project-based inquiry, co-operative and personalised learning, case study examination, group projects, think-pair-share, peer teaching and debates.

**Address skill gaps through capability.** WISE will use activity based interaction and assessment tools such as the Job Outlook career quiz to assess your skills and needs and inform your individual learning plan.

### Training Block 1 Core Skills for Work

**Scenario-based learning and role play.** Here, through active role play in a safe environment, you'll learn how to deal with situations you might face in the employment world.

**Interactive learning, activities and incentives.** We use interactive learning, including games, to make the training interesting and enjoyable and to help achieve better learning outcomes.

**Active self-led skills practice.** In this training, we will focus on advanced job search skills, pre-employment skills and employability skills in order to improve your prospects for finding a job. As the program progresses, you will have more confidence to put into practice the knowledge you have gained on a broad range of topics.

**Industry Awareness Experiences.** Our trainers will connect you to actual employers, with regular excursions and site visits to our employer networks. Getting a walkthrough or a talk from an employer in your area of interest will help build your knowledge and networks.

**PaTH Internships, NWEF Placements, Volunteering (and TtW).** Our trainers will help you find work experience opportunities through our networks of registered training organisations, group training and labour hire organisations that have industry links.

### Tailored Training Block 2 Specialist Courses

We want to be sure the training does its job in helping you get work. We run courses in high demand areas like Health Care & Social Assistance, Technical, Training and Construction Services.

**Responding to employer demand.** Through our high-performing operations, industry links, and training programs, WISE currently supports employment opportunities in key growth industries.

**Customising training delivery.** We will adapt elements of Block 2 training to suit the employer, setting and student groups. WISE and our community partners are experts in customising multiple pre-accredited short course programs covering a range of topics that are flexible and tailored to industry.

**Prioritising skill set development resulting in job placements.** Through our industry consultation, WISE understands that many employers have their own onboarding process. We include job-ready content in our training along with free practical return training for anyone who wants to fine-tune their skills to meet specific workplace differences.

**Micro-credentials and live experiences.** Having gained experience from working with a range of industries for many years, WISE and our community partners are up to date on workplace trends and can adapt to fast-changing environments. We constantly source feedback on current and future work practices directly from our industry contacts.



**Partnering with other specialist training organisations.** WISE has an extensive network of Registered Training Organisations and can engage relevant specialists to help you source work from your Block 2 placement.

If you would like more information about our Employability Skills Training, please feel free to contact us on (03) 9325 9171.