



National Disability Coordination Officer Program
AN AUSTRALIAN GOVERNMENT INITIATIVE

2018

**SOUTH GIPPSLAND
BASS COAST**

**POST SCHOOL
SERVICE DIRECTORY**

FOR STUDENTS WITH A DISABILITY

Version 2018

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The listing of a person or company on any part of this publication does not imply any form of endorsement by the author of the goods, services and/or works provided by that person or company. Those wishing to engage any listed providers should rely upon their own enquiries as relevant to their needs.

The most current edition of this guide can be downloaded from

<http://www.ndcovictoria.net.au/region-17#directories>

Note: To ensure that the information in this guide maintains its relevance, organisations in this guide are responsible for notifying the author of any changes required.

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The transition from school to adult life for young people with disability or ongoing medical condition is recognised as a critical planning time. Equally difficult is the access to comprehensive information for people with disability in the community seeking to move forward. We hope that you find this Directory useful to your planning.

The National Disability Coordination Officer Program is funded by the Australian Government Department of Education and is proudly hosted by SkillsPlus.



Introduction

The National Disability Coordination Officer (NDCO) Program aims to improve the transition of people with a disability aged 15 to 64 into tertiary education (third stage of education beyond secondary school) and employment. Your National Disability Coordination Officer can help provide information, coordination and referral for people with a disability through local networks.

Young people with a disability have the same right to do all the things in adult life that other people in the community enjoy, including the opportunity to access lifelong learning and engagement in meaningful careers. We suggest you first look at the Person, the Goal and then the supports and resources available. You can individualise supports and access a range of services.

Transition from school can be an exciting time. Deciding on a career path, choosing the right educational options or adult support options can seem confusing and may seem overwhelming for both young people and their families. To make the process easier it's important to start planning as early as possible. Planning for the future involves 4 key steps:

Self-awareness/ knowing yourself: for a young person this includes what you like (interests), what you are good at (skills and abilities) and what is important to you (values), your assets and resources (what and who can help).

Explore possibilities and become aware of opportunities: this can include exploring the world of work, work experience, volunteering, researching and finding out what are the options, narrowing down your choices and finding a fit that suits you.

Making a choice: Learning how to make informed decisions, developing ability to self-determine your future, developing a plan and setting goals for your path that will take you where you want to go.

Putting the plan into action: learning along the way and achieving your goals.

POST SCHOOL SERVICE DIRECTORY

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FUNDING & SUPPORT

<p>What can National Disability Insurance Scheme (NDIS) provide when I leave school?</p>	<p>The NDIS is now available in the Inner Gippsland area as of 1 October 2017. The Inner Gippsland area covers the local government areas of:</p> <ul style="list-style-type: none">• Bass Coast• Baw Baw• Latrobe• South Gippsland <p>It is expected to take up to 12 months for eligible people with disability to enter the NDIS once roll out starts in an area. Existing Commonwealth and state-based services and supports will continue until eligible people start their plans with the NDIS.</p> <p>To see if you are eligible: https://www.ndis.gov.au/ndis-access-checklist or call 1800 800 110.</p> <p>School leavers Employment Supports (SLES)</p> <p>Students with disability may consider accessing the same Vocational Education and Training Pathways as students without disability. Students who require additional supports to participate will need to be prepared with an understanding of their support needs and eligibility to access specialist supports and services. Students planning on going into employment who are eligible under the NDIS may apply for the School leavers Employment Supports (SLES) in their final year of school. For more information about the scheme go to https://www.ndis.gov.au/people-disability/sles.</p>
<p>What can Centrelink provide?</p>	<p>There are many types of Centrelink funding such as:</p> <ul style="list-style-type: none">• Disability Support Pension• Austudy/ABSTUDY• Education Entry Payment- <i>for those on the Disability Pension</i>• Health Care Card- <i>to provide discounts</i>• Mobility Allowance- <i>for those unable to use public transport</i>• Pensioner Education Supplement- <i>for those on the Disability Pension</i> <p>Visit your nearest Centrelink office to find out if you are eligible for any of these or call 13 27 17.</p>

TERTIARY EDUCATION

<p>What is Tertiary education?</p>	<p>Accredited education that follows secondary school completed at universities, TAFE's or RTO's - Registered Training Organisations - (RTO's are Private or Community providers).</p> <p>TAFE's and RTO's have:</p> <ul style="list-style-type: none"> • foundation courses to improve literacy, numeracy and general skills, and gain basic work skills, • specific vocational training which focus on a particular job such as childcare or welding, at different certificate levels, • certificate I to advanced diplomas. <p>Universities have undergraduate bachelor degrees.</p>
<p>How do I apply to TAFE/RTO?</p>	<p>Apply directly to the TAFE or RTO.</p> <p>Some courses will need you to have an interview to talk about why you would like to do the course.</p>
<p>How do I apply to University?</p>	<p>Apply online through Victorian Tertiary Admissions Centre (VTAC) in Victoria.</p> <p>Your Australian Tertiary Admission Rank (ATAR) is used to decide if you are offered a place.</p> <p>NOTE: When you apply online through VTAC if you have a disability you may also apply for Special Entry Admission Scheme (SEAS). In Victoria selection officers will recognise your result may have been affected by disadvantage and relax some specific requirements.</p>
<p>What supports are available?</p>	<ul style="list-style-type: none"> • qualified careers advisors who can help you to decide which course may be best for you. • a Disability Liaison Officer (DLO) who helps students with disability and their teachers determine reasonable adjustments like extending exam times or providing reading materials in alternative formats such as MP3 audio file. • financial support may be available through Centrelink. <p>NOTE: Scholarships for students with disability are available through universities and TAFEs (apply through VTAC or directly through the university or TAFE) and also through community and corporate organisations see- www.adcet.edu.au .</p>

TERTIARY EDUCATION

Local Tertiary Education providers include:

Federation Training

General Phone Enquiries: 1300 133 717

Email:

enquiries@federtiontraining.edu.au

Website:

www.federationtraining.edu.au

Leongatha Campus: Nerrena Road,
Leongatha

Phone: 03 5662 6800

Disability Officer

phone: 03 5175 9631

email:

enquiries@federtiontraining.edu.au

Federation University

General Phone Enquiries: 03 5122 6767

180033864

Address: Northways Road, Churchill

Email: info@federation.edu.au

Website: www.federation.edu.au/

DLO email: disability@federation.edu.au

Bass Coast Chisholm

Address: White Road, Wonthaggi

Phone Enquiries: 03 5671 2300

1300244746

Email: enquies@chisholm.edu.au

Website:

www.chisholm.edu.au/basscoast

Deakin At Your Doorstep

Deakin At Your Doorstep is a program in which students can study for the Bachelor of Early Childhood Education under **Deakin at Your Doorstep** through TAFE partner Chisholm.

Phone: 1300244746

Email: enquies@chisholm.edu.au

Community College Gippsland

General Phone Enquiries: 03 5622 6000

Email: info@ccg.asn.au

Website: www.ccg.asn.au

Address: Horn Street, Leongatha

NCDEA The National Centre for Diary Education

Address: 18 Smith Street, Leongatha

Phone: 03 5624 1401

Website: <http://www.ncdeagotafe.edu.au/>

APPRENTICESHIPS

What is an Apprenticeship?	<p>Apprenticeships and traineeships involve on-the job and off-the-job training. Training is done while working for an employer who helps the apprentices learn their trade and by attending vocational school or TAFE. Apprentices are paid while they learn.</p>
How do I get an apprenticeship?	<p>Getting an apprenticeship is like getting a job. You can:</p> <ul style="list-style-type: none">• visit your local Australian Apprenticeship Centre• approach employers directly• approach a Group Training Organisation - GTOs employ apprentices and place them with different businesses for varying periods of time rather than completing an apprenticeship with one employer.• use an Employment Service• look on job search websites and in the newspaper• word-of-mouth among your friends and neighbours• complete a pre-apprenticeship courses at your local TAFE to build your skills and make you more attractive to employers
What supports are available?	<p>When you have your apprenticeship you may need support on the job or during your training.</p> <p>Your TAFE or training provider can assist you when you are completing off the job training, speak to the Disability Liaison Officer.</p> <p>Your Australian Apprenticeship Centre or Employment Service may also be able to provide support through incentive schemes and funding.</p> <p>The Disabled Australian Apprentice Wage Support (DAAWS) which is paid to employers, and assistance for tutorial, interpreter and mentor services for apprentices.</p> <p>Assistance is also available through the Employment Assistance Fund which helps people with disability and mental health condition by providing assistance to purchase a range of work related modifications and services</p> <p>Apprenticeship Support Officers provide support for all young apprentices, aged 15 to 24, in the first year of their apprenticeship in Victoria</p>

APPRENTICESHIPS

Local Australian Apprenticeship Support Network Providers & Group Training Organisations (GTOs) include:

Apprenticeships Group Australia (GTO)

Address: Lot 1 Kurrle Street, Korumburra

Phone: 03 56243060

Email: enquires@agaustralia.com.au

Website: www.agaustralia.com.au

MEGT (network provider)

Phone: 03 5176 5255

Email: aasinfo@megt.com.au

Website: www.megt.com.au

Sarina Russo Apprenticeships (network provider)

Address: 61 Bair Street, Leongatha

Phone: 1300 178 776

Email: apprenticeships@sarinarusso.com.au

Website: <http://sarinarusso.com/>

Apprenticeship Support Australia (network provider)

Phone: 1300 363 831

Address: 2/11 Kay Street, Traralgon

Email: info@apprenticeshipsupport.com.au

Website: www.apprenticeshipsupport.com.au

EMPLOYMENT

<p>Who can help me to find work?</p>	<p>Disability Employment Services play a specialist role in helping people with disability, injury or health condition get ready to look for a job, find a job and keep a job in the open labour market.</p> <p>For those with moderate to severe disability, there are also Australian Disability Enterprises (ADE) which are commercial enterprises whose workforce is predominantly people with disability. These services have evolved from the sheltered workshops of the past, and are specifically provided funding to help them with the costs of supporting people with significant disability in employment.</p>
<p>How and when do I register with a Disability Employment Service?</p>	<p>Contact your Disability Employment Service directly if you have a disability, injury or health condition which attracts additional education funding in school <u>or</u> you receive the Disability Support Pension, and you are:</p> <ul style="list-style-type: none"> • in last 12 months of full time secondary schooling • finishing a government disability transition to work program • Participating in a school based Apprenticeship • Or unemployed
<p>What support can Disability Employment Services provide?</p>	<p>Disability Employment Services Program Providers offer a range of supports to meet your individual needs, including:</p> <ul style="list-style-type: none"> • help to prepare for work (training in specific job skills) • job search support (resumes, interview skills training and help looking for suitable jobs) • support when initially placed into a job (on the job training and co-worker and employer supports) • ongoing support in a job if required • purchase of vocational training and other employment related assistance • help with workplace modifications, support services and Auslan interpreting in the workplace.
<p>How do I get work with an Australian Disability Enterprise?</p>	<p>For information about working in an Australian Disability Enterprise you should contact your local Centrelink office or contact an Australian Disability Enterprise in your local area directly.</p>

EMPLOYMENT

Local Disability Employment Services include:

Advanced Personnel Management

Phone: 03 56227010

Email: warragul.es@apm.net.au

Website: www.apm.net.au

LEONGATHA: C/- Kilmany Uniting
Care

3 Church Street, Leongatha

FOSTER: C/- Foster Community House
Corner of Court street & Station
Street

WONTHAGGI: C/- Wonthaggi
Neighbourhood Centre, 6 Murray
Street

COWES: C/- Phillip Island Community
& Learning Centre, 56 Church Street

Work Solutions Gippsland

Phone: 1300 974 669

Website: www.wsgipps.com.au

WONTHAGGI: 56 McBride Avenue

LEONGATHA: 4 Peart Street

COWES: C/- Phillip Island Community &
Learning Centre, 56 Church Street

SAN REMO: C/- Bass Coast Community
Health Centre

Max Employment

Website: www.maxemployment.com.au

WONTHAGGI: 19 Billson Street

Phone: 03 5667 2850

Email: wonthaggi@maxemployment.com.au

LEONGATHA: 31 McCartin Street

Phone: 03 5667 2800

Email: leongatha@maxemployment.com.au

FOSTER: 42 Main Street

Phone: 03 5667 2800

Transition to Work is focused on building a young person's skills, confidence and readiness to enter employment. Nationally to get an idea of what these programs deliver, eligibility and possible providers in your area access -

<https://www.employment.gov.au/transition-work>

EMPLOYMENT

Local Australian Disability Enterprises include:

Connecting Skills Australia

Garden Landscaping and Maintenance

Recycling

E Waste and Vehicle Cleaning

Address: 109 White Road, Wonthaggi

Phone: 03 9784 3900

email: info@csa.org.au

Website: www.csa.org.au

VOLUNTEERING

<p>What is Volunteering?</p>	<p>According to the formal definition, 'volunteering is an activity which takes place through not-for-profit organisations or projects and is undertaken:</p> <ul style="list-style-type: none"> • to be of benefit to the community and the volunteer • of the volunteer's own free will and without coercion; • for no financial payment; and • in designated volunteer positions only'.
<p>Why volunteer?</p>	<p>There are many reasons to volunteer including to:</p> <ul style="list-style-type: none"> • developing and acquiring skills for paid employment • give something to the community and help others • meeting people and making friends • maintaining self-esteem and confidence • maintaining a sense of belonging to the community • developing communication skills • putting a hobby to use
<p>How do I find somewhere to volunteer?</p>	<ul style="list-style-type: none"> • Contact your local volunteer resource centre or state volunteering centre. Contact details for these centres are available from the Volunteering Australia website. • Log onto GoVolunteer www.govolunteer.com.au . This online tool enables you to search for available volunteer positions. • Contact your local council or neighbourhood house/community centre and ask if they know of any volunteer opportunities or organisations in the area. • Look at your local newspaper. Often there are calls for volunteers and available opportunities featured. • Contact not-for-profit organisations directly.
<p>What supports are available?</p>	<p>Some volunteer resource centres run a volunteer mentoring program in which a new volunteer has a mentor who works side by side and guides them through the tasks.</p>

DAY SERVICES & LIFE SKILLS

<p>What is a Day Service?</p>	<p>Day services support people with a disability to participate in their local community and undertake a range of activities depending on their choice and interest. These may include areas such as daily living, pre-vocational skills, recreation, arts and other community activities.</p>
<p>How do we access them?</p>	<p>To access Day Services you must be over 16, have an intellectual, physical, sensory or psychiatric disability or an acquired brain injury.</p> <p>You can approach the service directly to access them – you can pay what is called a 'fee for service' and cover the cost for yourself</p> <p>Or</p> <p>You might access a day program as part of your funding through the Department of Human Services in Victoria.</p>
<p>Do they all cost the same?</p>	<p>All services have different cost – this could be because there are less people in a group, or just because they are different organisations.</p> <p>Most services will have extra costs that are not covered by funding to pay for the activities that you might do there – these are normally called 'attendance fees' or 'program fees'. These will be different for different activities</p> <p>All services can offer different things to another – you can talk to as many different services as you like to find out if they have the things that you like.</p>
<p>Where are they offered?</p>	<p>Personalised and group activities offered through day services are provided in a range of settings, including:</p> <ul style="list-style-type: none"> • neighbourhood houses, community hubs and community centres • local sporting, recreation or interest group clubs • day services centres.

DAY SERVICES & LIFE SKILLS

Local Day Services include:

Yooralla Leongatha community hub

Address: Horn Street, Leongatha

Phone: 03 5662 3344

Email: sharon.peattie@yooralla.com.au

Website: www.yooralla.com.au

Interchange Gippsland- Young Adult Service

Address: 70A Watt St, Wonthaggi

Phone: 1300 736 765

Email: admin@icg.asn.au

Website: www.icg.asn.au

Connecting Skills Australia- Moonya Site

Address: 109 White Road, Wonthaggi

Phone: 03 9784 3900

Email: info@csa.org.au

Website: www.csa.org.au

Scope

Address: 35C Backbeach Road, San Remo

Phone: 99447850

Email: south@scopeaust.org.au

Website: www.scopeaust.org.au

TRANSPORT

What is the Mobility Allowance?	<p>You may be eligible for Mobility Allowance if you:</p> <ul style="list-style-type: none">• are aged 16 or over, and• cannot use public transport without substantial assistance because of disability, illness, or injury, and• need to travel to and from your home to look for work, do paid work or voluntary work for a charitable, welfare or community organisation, or participate in study or training. Study or training can include secondary school, tertiary studies, trade and vocational courses <p>You can still qualify for Mobility Allowance if there is no public transport where you live.</p> <p>You can claim Mobility Allowance in person at your nearest Centrelink Service Centre or by calling us on 132 717 or online at: http://www.humanservices.gov.au/customer/enablers/centrelink/mobility-allowance/claiming</p>
What is the Victorian Multipurpose Taxi Program?	<p>The Multi Purpose Taxi Program makes transport more accessible for people with a severe and permanent disability. Victorians can use this program if they:</p> <ul style="list-style-type: none">• have a severe and permanent disability that restricts your ability to use public transport independently• have a pensioner or healthcare card from Centrelink. <p>The Multi Purpose Taxi Program offers half-price taxi fares to its members, paying up to \$60 per trip. A yearly limit may apply.</p> <p>Travel can be for any reason. Victorian members can get the same discount interstate for a limited number of taxi trips.</p> <p>For further information visit www.transport.vic.gov.au/taxis/mptp</p> <p>Or call 1800 638 802 (toll-free) or TTY 1800 555 677</p>

ADVOCACY

<p>What is Advocacy?</p>	<p>Advocacy is speaking, acting, and or writing to promote and defend the rights, needs and interests of people. The primary aim is to promote advocacy by assisting people to speak for themselves, but if they are unable to do so, an advocate speaks on their behalf. Advocates present things from the person perspective.</p>
<p>Advocacy Services include:</p>	
<p>Gippsland Disability Advocacy Inc.</p> <p>Address: 8 Hopetoun Avenue, Morwell</p> <p>Phone: 03 5133 9440</p> <p>Email: admin@gdai.org.au</p> <p>Website: www.gdai.org.au</p>	<ul style="list-style-type: none"> • supports and defends the rights and interests of people with disabilities. • encourages and promotes participation by people with disabilities in the activities of the wider community • promotes awareness of the benefits of inclusive communities. <p>This is achieved by providing:</p> <ul style="list-style-type: none"> • Individual advocacy support for people with disabilities (On a priority needs basis) • advice and support and every effort is made to link people in to other supports where we are unable to help. • supports self- advocacy both locally and regionally and provides an office and meeting room for New Wave Self Advocacy.
<p>Youth Disability Advocacy Service (YDAS)</p> <p>Phone: 9267 3799</p> <p>Fax: 9639 1622</p> <p>Email: info@yacvic.org.au</p> <p>Website: www.ydas.org.au</p>	<p>Youth Disability Advocacy Service (YDAS) is a state wide advocacy service for young people with disabilities in Victoria. They are the only advocacy service in Australia which exists specifically to work directly with young people with disabilities to achieve their human rights.</p> <p>They offer a free individual advocacy service to young people aged 12-25 who have a disability.</p>

HELPFUL WEBSITES

CAREER INFORMATION

Pathways Planning in School Schools can help you prepare for what you would like to do after school through Career Action Plans and the school Careers Coordinator. All students will develop a Career Action Plan at school, to assist students to explore a range of things that they may like to undertake as they make the transition to life after school. These Plans help you to identify the things that they are good at, interested in, enjoy doing and the type of supports that might be needed to achieve post school goals. Further information on careers and transition planning is available from the Department of Education and Training website including information on career support for students with a disability.

<http://www.education.vic.gov.au/school/teachers/teachingresources/careers/resourcekit/Pages/disability.aspx>

Get Ready for Study and Work downloadable student workbook and Parent Guide. These resources are based on ten top tips for young people with disability. They contain information, contacts and activities to help students make a successful transition from school into tertiary study, work or post school programs.

<http://www.westernsydney.edu.au/getreadyforstudyandwork>

Picture My Future is an online training course designed to teach you about *Picture My Future* and how it can be used to support people with disability as they explore their goals for the future. <http://picturemyfuture.com/>

myfuture – an online career service designed to help you explore and plan your career. myfuture has a personal career exploration and decision making tool, as well as providing information about various occupations, scholarships, study and training options. www.myfuture.edu.au

JOB OUTLOOK – Is a career and labour market information site covering approximately 350 individual occupations. www.joboutlook.gov.au

Planning your way a resource for young people with disabilities who want to have more control over their planning and supports.... and their life.

<http://ydas.org.au/sites/default/files/projects/planning%20your%20way%20-%20Booklet.pdf>

THE LABOUR MARKET INFORMATION PORTAL (LMIP) – provides information about current unemployed job seekers participating in employment programs, as well as employment projection and industry specific information. www.lmip.gov.au

GRADUATE CAREERS – Employment and career opportunities for graduates. www.graduatecareers.com.au

EDUCATION

THE GOOD UNI GUIDE – Find courses and places to study, and check out how the universities rate against each other. www.gooduniguide.com.au

OPEN UNIVERSITIES – A flexible learning way to study a university degree off campus.

www.open.edu.au

EMPLOYMENT

JOB ACCESS – is a one stop information shop for all matters relating to the employment of people with disability. Information can be found at www.jobaccess.gov.au or phone a Job Access adviser on 1800 464 800.

APPRENTICESHIPS

GROUP TRAINING AUSTRALIA – Find out about traineeships and apprenticeships. www.grouptraining.com.au

AUSTRALIAN APPRENTICESHIP PATHWAYS – Find out where Australian Apprenticeships are available and follow links to job pathways charts and job descriptions. www.aapathways.com.au

APPRENTICESHIP CENTRAL – Search for apprenticeships and traineeships across Australia, get tips and templates for preparing your resume. www.apprenticeshipcentral.com.au

DISABLED AUSTRALIAN APPRENTICESHIP WAGE SUPPORT PROGRAM – can assist eligible apprentices or trainees with disability who may experience barriers to employment by providing incentives and supports to the employer and the apprentice/trainee. Can include tutorial and mentorship support, and interpreter services. www.australianapprenticeships.gov.au/publications/support-australian-apprentices-disability

Skills and Jobs Centres are the first port-of-call for students looking to start training, workers needing to re-skill or retrain, and for employers to meet workforce needs. Aligned with your local TAFE these centres are a great free service with no eligibility criteria. These centres continue to develop their offerings as this program matures with some developing special skill building and information workshops/sessions. <http://www.education.vic.gov.au/about/programs/pathways/skillsandjobscentres/Pages/default.aspx>

MONEY

STUDY ASSIST – Information about financial assistance for tertiary study. www.studyassist.gov.au

MONEY SMART – Information for under 25s to help you make smart decisions about money. How to manage bills, work and study commitments. www.moneysmart.gov.au

FAIR WORK OMBUDSMAN – details wage and leave entitlements for various workplace awards and agreements in Australia. www.fairwork.gov.au

THE NEW ENTERPRISE INCENTIVE SCHEME (NEIS) – A scheme designed to assist eligible job seekers interested in starting their own small business, through mentoring, training and funding. www.employment.gov.au/new-enterprise-incentive-scheme-neis

NOTES

For more information or updating of this publication please Contact:

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Eastern Victoria

0418 208 039

andrea.evansmccall@skillsplus.com.au

www.ndcovictoria.net.au