

mdaa cultural abilities

Training Calendar

May - December 2009



mdaa
cultural
abilities

*Providing quality training
to the human services sector*

UPDATED

Promoting to and Networking with NESB Communities

This practical workshop will focus on the why, who and how. It will leave you with the skills and knowledge to make connections, build bridges and develop reciprocal relationships with ethnic communities that last.

Getting the Most From Interpreters and Translators

This workshop will provide you with all the “handy-hints” and ideas you need to get the most out of the money spent, and a quality control system which will never again leave you wondering whether the Interpreter really said what you wanted or whether the Translation is of a quality consistent with your service.

Work Effectively with Culturally Diverse Clients and Co-workers (CHCCS405A)



This workshop is designed to give you the cultural awareness you need to communicate and cooperate effectively with people from diverse backgrounds.

Making your Service Accessible to People from NESB

This hands-on workshop attempts to resolve some of the most common difficulties workers have in trying to make their services more accessible to people from NESB. It will outline the barriers people from NESB experience in attempting to access services and work with participants to identify practical ways to address these in their agencies



Contact us:

MDAA cultural abilities

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Training Dates:

Course:	Dates:	Location:
Promoting to and Networking with NESB Communities	30 th June 22 nd September	Fairfield Parramatta
Making your Service Accessible to People from NESB	19 th May 14 th October	Parramatta St Leonards
Getting the Most From Interpreters and Translators (Half day)	7 th May 10 th August	Penrith Parramatta
Work effectively with culturally diverse clients and co-workers (CHCCS405A)	15 th June 21 st July 22 nd October	Granville St Leonards Penrith



Nationally Recognised Training (NRT)



The NRT courses we offer are compulsory units of competency (UOC) in many qualifications relevant to the human services sector.

Participants may choose to complete the assessments required to attain these UOC.



Venues:

- Parramatta** Western Sydney Community Forum
Level 4, 146 Marsden Street, Parramatta
- Granville** Granville Youth & Community Recreation Centre
Memorial Drive, Granville
- St Leonards** Northside Community Forum
Level 3, 1 Chandos St
Corner Christie and Chandos Streets, St Leonards
- Fairfield** Brian Wunsch Centre
Avoca Road, Wakeley
- Penrith** TRI Community Exchange
688 High Street, Penrith

Registration Form

Personal Details:

Note: It is essential that we have a way to contact you quickly if there are late changes to the program. Please print clearly. Names will appear on tags and certificates.

First Name:

Last Name:

Occupation:

Organisation:

Mailing Address:

..... Postcode:

Ph (wk): Fax:

Mob: Email:

Are you or your service a member of MDAA? (Please circle) Yes No

Please detail any participation needs we need to take into account (eg: wheelchair access, access to a hearing loop, dietary requirements, information in large print):

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Course Details:

(Please read Terms & Conditions before proceeding)

Course Title:

Course Date: Course Venue:.....

Tax Invoice and Payment Details:

ABN: 60 737 946 674

Please identify amount payable & sign this registration form.

I enclose a cheque / money order made payable to MDAA in the sum of: \$

Signature:

Post to: MDAA, PO Box 9381, Harris Park NSW 2150 or **fax:** (02) 9635 5355 or
e-mail to: mdaa@mdaa.org.au

Confirmation of Registration:

A registration form is required for all participants.

Registrations are processed in order of receipt.

Places are limited so book early. Fax your registration form to reserve your place. Payment is then due 7 days after registration.

If payment is not received within 7 days, your registration may be cancelled.

You will receive a tax invoice which confirms your booking. Venue and other details will be provided with confirmation of registration.

Terms and Conditions:

Cancellation:

Please let us know as soon as possible if you need to cancel. Transfer to another date or nominate a substitute. (Substitute delegates are always welcome at no extra cost).

Refunds and transfers cannot be made for cancellations less than 7 days before the training or if you do not come to the course on the day.

For cancellations more than 7 days before training, fees will be refunded minus \$22 (incl GST) administrative fee.

In the case that mdaa cultural abilities cancels the training session your payment can be transferred to a different training session or refunded in full.

Costs :

Full day training sessions:

NGO: \$110 ((inc.GST)

Government: \$220 (inc.GST)

Half-day training sessions:

NGO: \$55 (inc.GST)

Government: \$110 (inc.GST)

MDAA Members: 10% off above costs

