



proudly supported by:

- Department of Primary Industries & Regional Development (DPIRD)
- WA CRC Network
- Linkwest

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Harvey CRC
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- Harvey CRC
- Ready For
- Work
- Program

Filling the Gaps

Our Commitment

Harvey CRC is dedicated to assisting local residents to increase their prospects of securing gainful employment in their own community.

Our Ready for Work Program has been designed to empower participants to develop their job ready skills so they can confidently continue into further education or proudly attend a job interview.

We are proud to be partnering with:

- Victoria Coyne, director of **Kulbardi Consulting** who designed and facilitates the six-day course run four times per year.
- **Jobs South West Bunbury** who facilitates our mock interviews.
- **South Regional TAFE Harvey** to collaboratively develop new training pathways which give our community more opportunity and scope.

Our vision is to be an inclusive, welcoming and supportive community information and service organisation

MANAGEMENT COMMITTEE
Harvey Community Resource Centre Inc.

Why Register

- **Job Searches**
- **Resume Writing**
- **Cover Letters & Selection Criteria**
- **Presentation (Personal Care & Grooming)**
- **Mock Interviews**

Whether completing one workshop or the whole program, participants will feel updated, upskilled and empowered to continue their job search or further education with courage and confidence.

Certificate of Achievement awarded after completion of the full program.

Our Program

PREPARATION FOR WORK

The Ready for Work Program was initiated in 2018 and consists of seven modules which address the most important steps related to the job application and interview process. It offers participants an opportunity to develop the skills required to successfully apply for and secure gainful employment or to further their secondary studies.

Although not included in the 6-day course, additional modules in the Program are:

- Job Board (Facebook/In-Centre)
- Work Experience
- Computer Training for ages 30 to 50 (60 minute lessons)

COLLABORATION

SR TAFE Harvey, Harvey Senior High Secondary School Engagement Program (SSEP) and atWork Australia are collaborating and supporting our introductory program to prepare their participants to enter/re-enter the workforce with improved skills and job prospects or to confidently continue their studies.

PROGRAM SCHEDULE

The six-day program takes place every Thursday from 9.00am to 12.30pm in the Harvey CRC training room. Four rotations are scheduled per year.