

Education Centre

Jewish Care has a partnership with Selmar Education Institute, a Registered Training Organisation (RTO) to offer accredited qualifications in aged care and home and community care. Students undertake their work placements at Jewish Care aged care facilities and are guaranteed job interviews for roles at Jewish Care.

We also work with Selmar Education Institute in training in Early Childhood Education. Please contact us for more information on these programs.

The Employment and Education Centre is also a Learn Local provider. We offer pre-accredited courses in various areas to support students with skills to assist in gaining employment or progressing to accredited areas of study.

Our course offerings are updated regularly, so please contact us for more information or to be placed on our email list.



Location



By Car:

Parking available in Raleigh Street carpark (outside Smorgon Family Nursing Home)

By Public Transport:

Trams no 3, 3a, 5, 6, 16, 64, 67


Hours of Operation

Monday to Friday 9:00am – 5:00pm.

Contact Us

Telephone: (03) 8517 5999

Email: eec@jewishcare.org.au

 If you'd like more information or wish to discuss your needs, please contact us:

Jewish Care (Victoria) Inc
619 St Kilda Road
Melbourne Victoria 3004

Telephone (03) 8517 5999
Email info@jewishcare.org.au
www.jewishcare.org.au



Download the free Jewish Care app:



Our Values

חסד **chesed** kindness
משפחה **mishpacha** family
דרך ארץ **derech erez** respect
צדקה **tzedakah** charity



EMPLOYMENT AND EDUCATION CENTRE



Jewish Care's Employment and Education Centre

Jewish Care's Employment and Education Centre is a professional employment service connecting people in the Jewish community with the right job. We have qualified, experienced and professional employment consultants and trainers on hand to help you. Our team works closely with employers across a wide range of industries to recruit quality staff to meet organisational needs.

We deliver short and accredited courses to job seekers which lead to employment or further training opportunities. We also offer career advice, job seeking skill development and help identify extensive job hunting strategies to access secure, rewarding employment and gain independence.

Ask our experts how we can help you to secure employment opportunities sensitive to Jewish cultural and religious practices. You'll find that we are inclusive, building relationships with all people to develop vocational pathways. We welcome people living with disability to visit us, where we can help to secure and maintain employment via our specialised services.



Job Seekers: Find That Perfect Job

We'll help you find your way along the vocational pathway by providing you with the skills and support you require. Support includes:

- Job seeking skills workshops
- Advice on resume writing and cover letters
- Interview training and techniques
- General career advice
- Skills development through training and education
- Referrals to other training, education and recruitment services
- Career coaching, job seeking skill development and volunteer mentoring
- Specialised service for people living with disability

New Job Listings

To view our latest job vacancies please visit our website at www.jewishcare.org.au/eec or download the free Jewish Care app from your app store.

Volunteer Mentors for Job Seekers

The Employment and Education Centre is always looking for volunteers who feel they have something to contribute to supporting job seekers.

Contact the Employment and Education Centre or the Jewish Care Volunteer Resource Program on **8517 5999**.

Job Seeking Skills Workshops

If you are looking for work, these workshops are not to be missed. You will leave with the skills you need to successfully apply for your next job. Topics include resume and cover letter writing, job search strategies and interview skills. Contact us on **8517 5999** or eec@jewishcare.org.au to enrol.

Employers: Find Top Candidates

The Employment and Education Centre (EEC) offers job matching services for employers.

We offer:

- Establishment of job requirements and selection criteria
- Comprehensive advertising campaigns - online, social media (including community noticeboards), extensive job-seeker databases and other contacts
- Community print media (fees may apply)
- Candidate interviewing and shortlisting

The EEC strives to develop partnerships with employers to help find supportive environments for members of the community to work.

The EEC can advise on subsidies available to employers for taking on job seekers from various groups such as youth, adults over 50, long-term unemployed and those living with disability.

Job Club

The Job Club is open Monday to Thursday to provide a place for job seekers to access assistance with their job hunting.

You can access:

- One-on-one volunteer mentor support
- Warm and understanding professional advice
- Free use of computers, printers, Internet etc.
- Professional interactive seminars
- Advice and support targeted to your needs
- A network of other Jewish job seekers

