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SO MUCH MORE . . .



New staff for Broome office

Name: Greg Harris

The Broome office welcomes a new Field Officer Greg Harris. Greg brings a wealth of experience in the Employments Services Industry and Group Training with him. His passion to assist people into Apprenticeships and Traineeships is evident and he has fitted well into the team.

Please introduce yourself to Greg when you see him and make him welcome.

Name: Alison Wood

I have been living and working in Broome now for nearly 12 years and my chosen career path was in a caring role at the local nursing home. The administration part of my career came when I started working at a local medical centre and from there have kept in with the helpful side of my nature to be in this role as an Administration Officer at Kimberley Group Training.

My new position at KGT involves customer service, data entry and any other duties and responsibilities that are required. It is a rewarding new challenge and one that I am enjoying with the staff being friendly, helpful and understanding.



Bullying in the Workplace: an Occupational Hazard

Workplace bullying, like childhood bullying, is the tendency of individuals or groups to use persistent aggressive or unreasonable behavior against a co-worker or subordinate. Workplace bullying can include such tactics as verbal, nonverbal, psychological, physical abuse and humiliation. This type of aggression is particularly difficult because, unlike the typical forms of school bullying, workplace bullies often operate within the established rules and policies of their organization and their society. Bullying in the workplace is in the majority of cases reported as having been perpetrated by management and takes a wide variety of forms. Bullying can be covert or overt. "Workplace Bullying is repeated, unreasonable behaviour directed toward an employee, or group of employees, that creates a risk to health and safety."

The following are examples of bullying behaviour:

- Verbal abuse
- Excluding or isolating employees
- Psychological harassment
- Assigning meaningless tasks unrelated to the job
- Giving employees impossible assignments
- Deliberately changing work rosters to inconvenience particular employees
- Deliberately withholding information that is vital for effective work performance.

Bullying behaviour may also involve the use of a system of work to bully an employee.

How to avoid Workplace Bullying;

1. Make sure you encourage respectful and courteous behavior in the workplace.
2. Put in place a workplace policy that includes a process for reporting and investigating complaints.
3. Educate everyone in the workplace about bullying and harassment—let them know what is acceptable behaviour and what is not.
4. Respond as promptly as possible to any evidence of inappropriate behaviour.
5. Treat all complaints seriously, and deal with them quickly and confidentially.
6. Train supervisors and managers about your company policy regarding bullying and harassment, and encourage them to address problem

For any further information or to have a discussion on Workplace Bullying contact your field officer.



NEWSLETTER

Issue 27

June 2011

John Holland ACCESS Program



Congratulations to all of the participants who have completed the Building and Construction ACCESS Program. 10 participants have successfully completed the program and will

Ocean and Earth Training Specialists. The participants received accreditation in Working at Heights, Elevated Work Platform, Restricted Height Scaffolding and First Aid. KGT were impressed with the

commence host employment with John Holland on the 7th of July under the employment of KGT. Training was delivered by Kimberley College of TAFE and

overall commitment to the program and believe that pre-employment training will provide a solid foundation for ongoing apprenticeship/traineeship placements.

The program wouldn't have been possible without the support of ITEC and Wunan Job Services who referred their clients to the program as well as covering the associated costs.

Those participants going on to full time employment will continue to receive intensive support from KGT field officers and staff and we wish them all the best for the future.

Special points of Interest:

- NEW STAFF FOR BROOME
- BULLYING IN THE WORKPLACE: AN OCCUPATIONAL HAZARD
- SCHOOL BASED TRAINEES
- JOHN HOLLAND ACCESS PROGRAM

From the CEO...



In a recent research on the Group Training Model by the National Institute of Economic and Industry four different models were identified, The Community Model, Business Model, Corporate Model and Industry Model. Kimberley Group Training clearly fits into the Community Model. The organisation was founded in 1997 By Ian Trust and the Wunan Regional

Council, with the primary objective being to create employment opportunities for the unemployed youth of the Kimberley. KGT is proud of its achievements and is especially proud that it gives back to the community by sponsoring numerous community events and organisations, this would not be possible without the support of local businesses and I again thank all our Host Employers for their continued support. The report also highlighted Employer's reasons for using the Group Training Model: 1. Removing complexity from the process of employing an apprentice/trainee was clearly the leading benefit identified by employers, by a considerable margin; 2. Flexibility was the next most common mentioned positive attribute and thirdly; 3. Positive

customer relationships were seen as critical. In terms of value, the most important issue was the simplicity, flexibility and the pastoral care provided by Field Officers.

As Group Training Companies go, we are poles apart from the majority as we have a strong focus on helping the disadvantaged. We are proud of the fact that 70% of our apprentices/trainees are Indigenous. We now run our own pre-employment programs that focus on getting young people ready for work and we have jobs waiting for all of them when they graduate.

Our Broome operations has a number of new staff, who you will read about, I welcome them on board and wish them well in their endeavours.

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Wyndham School based Trainees

Kimberley Group Training would like to welcome the new Wyndham school based trainees who will be commencing a certificate II in General Construction whilst attending work one day a week with the host employer Ri-con. The trainees are part time employees so they can attend school the rest of the week to finish their WACE certificate.

Mohammed Yassouf, the year 11 and 12 coordinator has been instrumental in getting this program up and running and the students have the support of all the teachers at WDHS and KGT is happy to have been part of this process and we will continue to assist them as best we can with their future so they can achieve a positive outcome.

Congratulations.



KGT Trainees - Terrence Wilson & Andrew Woods

Kimberley Careers Club



Kimberley Careers Club has had a great response from the local youth



due to the Industry Visits we have been running around town with the Clontarf boys and the

Werlema girls. During industry visits the Werlema girls have been eager to ask more questions and this has played a great role building their confidence in communicating with people in the workplace. These outings have given the students exposure and awareness of the opportunities that are available in Kununurra. The Industry Visit to Coles with Clontarf also went well as they got to see how the business operates, viewing the bakery area, fridge, freezer and storage areas at the back of Coles. The high light for the Clontarf boys was the meat area. They got to see how the meat and mince is cut and packaged. One student in particular would like to become a butcher and work experience will be organised for this student to see if he would be interested in a future apprenticeship. Werlema Girls program had the fantastic opportunity to visit Warrangari Radio Station. The girls were provided with the opportunity to speak on the radio about their current project they are working on as well as learning from George who is the new General Manager about how our local radio station operates. In the next few weeks we will also visit Tropical Forestry Services, All Seasons, Lake Argyle Resort, and Save the children.

Robyn Hodder - Kununurra Trainee Profile



Robyn Hodder commenced her Certificate 11 Aviation (Ground Operations) at Northern Airport Services in December 2009. Her colleagues describe Robyn as always being calm even in a crisis and a great team player.

She is due to complete her traineeship next month and one of Robyn's highlights of working at the airport has been sitting in the cockpit on a flight from Kununurra to Broome. Robyn is really looking forward to the renovations being complete and working in a brand new facility.

In her time off she likes fishing, catching up with friends and playing for the Geckos, netball team.

Diary Dates



Public Holiday

- Foundation day 6th June

Broome School Based Trainee



In early 2010 Keenan Martin, 17, began a School-Based Traineeship with Kimberley Group Training Broome, and Host Employer Goolarri Media Enterprises. In the short time that Keenan has been working with Goolarri he has proven himself to be a star TV presenter, creating the character of Bushtucker Bill, a bumbling and nature-phobic ranger.

Keenan originally created the character of Bushtucker Bill while working with some of his fellow trainees during some off-the-job camera training classes as part of their Certificate II in Creative Industries Media. This was originally intended to be a fun one-off activity for the trainees, they needed something to shoot to help develop their skills, but when GTV's new short form series "Streets of Broome" got the green light the search was on for a presenter! The team at GTV didn't have to look far. Recognising Keenan's gift for presenting information to camera in a fun, informative and natural style, Bushtucker Bill was quickly resurrected to be trialled as the presenter for the pilot episode of the new series.

With the pilot episode in the can it was obvious to all that saw it that Goolarri had unearthed a new Indigenous TV star! But Keenan's input into the Streets of Broome series has been far more than just presenting it. Working closely with his workplace trainer, Nigel Abbott, Keenan has been involved in the creation of the new series from the word go. Researching the history behind how some of Broome's iconic streets got their name, helping with scripting and planning shots, and assisting with the publicity of the new series, Keenan has excelled at every stage of the production process.

With his trademark cork hat and khaki rangers outfit, Bushtucker Bill's popularity began to soar. Now when Keenan and the team are out shooting for upcoming episodes of Streets of Broome, screams of support and encouragement for Bushtucker Bill are becoming a regular occurrence.

Keenan's skills and popularity have ensured that the Streets of Broome series will continue, and with Goolarri Media Enterprises support, Keenan and Bill can only continue to get bigger and better!



Show your support for our home-grown local TV star, Keenan Martin AKA Bushtucker Bill!

Kununurra Apprentice of the Month



Name: Robert Kelly
Host employer: Top End Building Company
Qualification: Cert III in Carpentry and Joinery

Robert Kelly was awarded the Apprentice of the month due to his perseverance through tough times.

Robert is in his 2nd year of a carpentry and joinery apprenticeship and has informed me that one day he hopes to leave Kununurra to start his own building company. Robert is a firm believer that he will accomplish his goal if he finishes his apprenticeship, stays fit, and starts to save his money.

WELL DONE ROBERT

Craig Hicks
Field Officer

Apologies for the IT issues

"Kimberley Group Training would like to apologise for any inconvenience caused when our computer server failed recently. The failure left us without information technology for one full week, affecting payroll, accounts, access to stored information and general communications. We are working closely with our IT provider to ensure a suitable backup plan is in place should a similar situation occur in the future, to minimise the impact on our employees and host employers."

Ian Warrener
Operations Manager

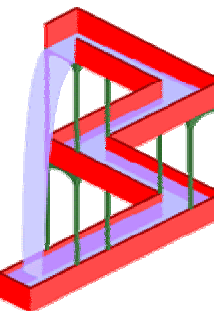


CONGRATULATIONS!
Kevin George for completing your Cert III in Conservation Land & Management
Host Employer: Kimberley Land Council
Well Done!



ODD SPOT

You can stop a sneeze by pressing your tongue to the roof of your mouth.



Is the water flowing uphill in this impossible Escher type Waterfall?