



## **NORF'K CIRCA INC**

*A community/government partnership for  
the betterment of all in Norfolk Island*

*Patron: Her Excellency Ms Quentin Bryce AC  
Governor-General of the Commonwealth of Australia*

**MEDIA RELEASE:           News from CIRCA: Employment register; more  
community training; Norf'k language prizes**

The *Norf'k Community Information & Resources Cooperative Association (CIRCA)* continues to expand its services and to develop the role of the Community Information Centre (opposite Borry's in Taylors Road).

### **Employment register service for employers and employees**

CIRCA has commenced a free employment listing service, which allows employers and potential employees to be put in touch with each other. The service protects the confidentiality of the applicant and the employer in the listing stage, and information is only disclosed to the other party when express consent is given. If you have a vacancy or are seeking employment, you can register now. Registration forms for those looking for work and for employers seeking staff are now available from the Community Information Centre, by phoning 22447 or emailing [circa@norfolk.net.nf](mailto:circa@norfolk.net.nf)

### **Free training skills workshop**

The next free CIRCA community resourcing seminar will focus on conducting successful workplace training, and will be held at 5.30 p.m. on Tuesday 17<sup>th</sup> November at the Community Information Centre.

Accredited trainer Nicola Kennedy will present the session with emphasis on practical aspects of training, including:

- Understanding who needs training
- The training cycle
- Learning styles
- What they need to know – skill or knowledge?
- What should they be able to do at the end of training?
- How do they learn best?
- What resources do you have to deliver the training?
- Working examples of skill and knowledge sessions

This seminar is tailored to assist managers, supervisors, business owners and employers who are seeking to improve knowledge and skills in the workforce, raise productivity and build highly motivated teams. There is no charge for attendance and course materials, but prior registration is essential. For further information and to register please phone the Community Information Centre

any weekday between 9.30 a.m. and 1.00 p.m. on 22447 or email [circa@norfolk.net.nf](mailto:circa@norfolk.net.nf)

### **Norfolk CIRCA Game Awards for Norfolk language games**

This year, CIRCA again sponsored prizes for Norfolk language entries at the Royal Norfolk Island Agricultural and Horticultural Show. Three CIRCA Game Awards were made for the design or making of an original game or a game with a new twist on a traditional game, featuring use of the Norfolk Language. The prizewinners were:

First: James Bigg  
Second: Jan Christian  
Third: Ruby Menzies-Thompson

CIRCA congratulates the prizewinners, and looks forward to sponsoring Norfolk Language Game Awards again at next year's Show.

### **CIRCA and Community Information Centre**

CIRCA provides services to callers in person at the Community Information Centre, by telephone on 22447 and through an email network which currently has around 100 members. It provides assistance for all in the community and for visitors to the Island to obtain updated information on services available, where to locate many types of data and assistance with access to sources of funding from both government and non-government organisations for programmes within Norfolk Island. It also publishes a calendar of local events each month and welcomes receipt of information from community organisations for inclusion in the calendar.

Members of the public are invited to join the Association (for which membership is free) and to provide data updates so that the information available is current. The Community Information Centre is open each weekday from 9.30 a.m. to 1.00 p.m. Information requests, registrations for the email network and details about the Community Information Centre or CIRCA may be directed to telephone 22447 or email [circa@admin.gov.nf](mailto:circa@admin.gov.nf)

6 November 2009