

# Just for Carers

*Interactive*  
**Workshops** and  
Education Programs

*For family carers*



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## Introduction

Our workshops aim to support family carers by providing information, knowledge and skills specifically designed to assist in the caring role.

Our workshops have been divided to 4 themed areas. From each of these areas you can pick and mix - choosing single or multiple sessions.

The 4 areas are:

- **Lasting the Distance**

These sessions are designed to allow you to reflect on your caring experience and to explore strategies to support your wellbeing. There are 5 workshops to choose from in this area.

- **Having Your Say**

These sessions look at the many communication challenges that arise when caring. Workshops range from the basics of communication and assertiveness through to advanced skills for more complex situations. There are 4 workshops to choose from in this area.

- **Naming the Changes**

These sessions focus on the emotional aspects of the different stages of the caring journey including change, loss and living through difficult times. There are 5 workshops to choose from in this area.

- **Planning Ahead**

A range of workshops to help you be prepared for various aspects of the caring role by planning for the future. There are 5 workshops to choose from in this area.

We also offer some Education Programs that must be completed as a whole unit (see pages 19-25).

Both single workshops and education programs can be tailored to cater for the diverse needs of carers and caring situations.

Our workshops and programs are offered free of charge to carers and carer support groups across Victoria.

### **How do I book?**

A minimum of 4 weeks notice is usually required. However for workshop bookings during peak periods, such as Carers Week (3rd week in October) please book well in advance. Contact our Education and Training administration team on 9396 9500 or email [education@carersvictoria.org.au](mailto:education@carersvictoria.org.au)

## Frequently asked questions

### Who can book a workshop?

Any carer support group or group of people interested can book a workshop with us.

### What happens if I don't belong to any group?

There are a number of options;

- If you can get together a group of 6 or more interested carers we can come to you at a venue such as community centre, school, church, local hall, library or council room.
- If you are interested in finding out what carer support groups exist in your area contact our Advisory Service on 1800 242 636.
- You can also check out what sessions are being run through your local Commonwealth Respite and Carelink Centre on 1800 052 222.
- We also offer regional events. Individual bookings are accepted for these events. For more information see page 27.

Please contact our Education and Training administration team on 9396 9500 or via email [education@carersvictoria.org.au](mailto:education@carersvictoria.org.au)



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## **Do I have to pay to attend a workshop?**

No. All our workshops are free for carers and former carers.

## **How many participants in a workshop?**

Workshop facilitation and participation are best with groups of 6-20 participants. Therefore we require a minimum of 6 participants.

## **Where are the workshops held?**

We are a statewide service and travel to all parts of Victoria. As we respond to requests we will come to where your group meets.

## **How long are the workshops?**

Usually 2 hours unless otherwise stated in the brochure.

## **Who facilitates the workshops?**

We have a team of professional educators. They are highly skilled and qualified with many years of experience working with carer groups.

## **Can workers attend workshops?**

These workshops are for carers. We have other workshops and programs designed for professionals. For more information contact Education and Training, Service Provider Education team on 9396 9500 or via email [education@carersvictoria.org.au](mailto:education@carersvictoria.org.au)

## **Can the person being cared for attend?**

These workshops are for carers so it is not advisable that the person being cared for attends the workshop however this can be discussed with the facilitator.

## **Do you provide respite?**

No. We encourage you to contact your Commonwealth Respite and Carelink Centre on 1800 052 222 to see if you are eligible for respite.

# WORKSHOPS

## **Carer Education Workshop Themes:**

### **Single Workshops – Pick and Mix**

**See pages 12-19 for details.**

- Lasting the distance
- Having your say
- Naming the changes
- Planning ahead



# LASTING THE DISTANCE

## **Description:**

These sessions are designed to allow you to reflect on your caring experience and to explore strategies to support your wellbeing.

## **About Us – What Carers Victoria Offers (30 Mins – 1 Hr)**

This session provides an overview of the programs and services offered by Carers Victoria as the state-wide peak body for carers. A selection of resources and information will be available to participants.

## **Caring For Yourself**

Do you take better care of the person you are caring for than of yourself? If the answer is yes, you are invited to this workshop where we will explore why your health and wellbeing are important. We will also discuss and share strategies to help you care for yourself.

## **Surviving Carer Stress – Understanding How Stress Affects You**

Stress is part of everyday life and can build up over time. The stress of caring may affect you physically and emotionally. We will explore stress, what it means for you and suggest some options for reducing it.



About Us – What Carers Victoria Offers  
(30 Mins – 1 Hr)

Caring For Yourself

Surviving Carer Stress – Understanding  
How Stress Affects You

Humour And Caring

Respite Without Tears

## **Humour And Caring**

It's easy to forget the lighter side of life when you are caring for someone. We will explore how humour can be an effective tool in assisting you in your caring role and how it can help you maintain health and wellbeing.

## **Respite Without Tears**

Respite can take a variety of forms. In this session we will discuss the emotional and practical considerations (including potential barriers) when deciding to use respite. We will look at the benefits of respite for both you and the person you care for. This may help you to feel better about taking a break

# HAVING YOUR SAY

## **Description:**

Caring presents many communication challenges. Is the message you send the same as the one the listener receives? Choose from workshops that range from the basics of communication and assertiveness through to advanced skills for more complex situations.


## **Effective Communication – back to the basics**

We all communicate every day, but do we do it well? We will focus on re-examining basic communication principles and identify practical tips and strategies to help make communication with a variety of people more effective.

## **It's OK to be Assertive**

Do you tend to say 'yes' to things just because you have difficulty saying 'no'? We will share strategies and ways to increase your assertive skills to enable you to say 'no' without feeling guilty. We will also look at some ideas that may help you avoid conflict in your everyday interactions.

See also the Assertiveness Program on page 22-25.



Effective Communication –  
back to the basics

It's OK to be Assertive

Dealing with Professionals

Speak Up and Speak Out

## **Dealing with Professionals**

Why do we find it more difficult to talk to 'experts'? This session will explore some of the reasons for these difficulties. It will provide you with some strategies to feel more confident when communicating in difficult situations.

## **Speak Up and Speak Out**

As a carer you may not always get the help you need with your caring role. Advocacy is a way you can help to improve the service system both for you and for other carers. This workshop explores how you can take action to represent your concerns. You will learn some key methods for effective self-advocacy to suit your individual situation.

# NAMING THE CHANGES

## **Description:**

These sessions focus on the emotional aspects of different stages of the caring journey including change, loss and living through tough times.

## **Change, Loss and Moving Forward**


Changes wanted or unwanted are an inevitable part of caring. This session provides a safe environment to explore these changes and impacts and consider what we can do to move forward.

## **Impact of Caring**

Caring has emotional and physical impacts that are often unrecognised. This workshop explores the differing impacts associated with caring.

## **Maintaining Intimacy**

Changes in intimacy are a normal part of any relationship. The impact of illness and caring can compound the changes and add unexpected aspects. This workshop explores these issues.



Change, Loss and Moving Forward

Impact of Caring

Maintaining Intimacy

Continuing Bonds

Caring till the End, Unmasking  
Palliative Care

### **Continuing Bonds**

This workshop takes a common sense approach to how relationships continue and adapt to changing circumstances even when one person is no longer able to actively participate due to the result of illness, brain injury, personality change, cognitive decline, or death. Relationships don't end as a result of these life changing events but they do evolve. This workshop explores the changes, and how the relationship can help to sustain you in your care role and beyond.

### **Caring till the End, Unmasking Palliative Care**

This workshop takes a sensitive look at end of life and palliative care from the carers' perspective. Knowing about what to expect and things you might need to consider can help to reduce anxiety when end of life approaches. Most carers will benefit from the opportunity to talk openly about what is often a closed subject. Sharing with others can help maximise quality of life at the end of life.

# PLANNING AHEAD

## **Description:**

A range of workshops to help you be prepared for various aspects of the caring role by planning for the future.

## **About Us – What Carers Victoria Offers (30 Mins – 1 Hr)**


This session provides an overview of the programs and services offered by Carers Victoria as the state-wide peak body for carers. A selection of resources and information will be available to participants.

## **Respite without Tears**

Respite can take a variety of forms. In this session we will discuss the emotional and practical considerations (including potential barriers) when deciding to use respite. We will look at the benefits of respite for both you and the person you care for. This may help you to feel better about taking a break. .

## **Supporting your Ageing Parents – Where to Start?**

When you're taking on the care of ageing parents, do you know what services are available and how to get assistance? We will discuss where to start, highlight what's out there and how to navigate the service system.



About Us – What Carers Victoria Offers (30 Mins – 1 Hr)

Respite without Tears

Supporting your Ageing Parents  
– Where to Start?

Financial Matters & Powers of Attorney

Caring till the End, Unmasking  
Palliative Care

## **Financial Matters & Powers of Attorney**

This is an information session only, and does not provide financial or legal advice. It is designed to provide you with general information about:

- Important legal issues, such as powers of attorney – general, medical, enduring and guardianship.
- Income support measures available to support you in your care role.
- Federal and State government concessions and community and local council resources.

## **Caring till the End, Unmasking Palliative Care.**

This workshop takes a sensitive look at end of life and palliative care from the carers' perspective. Knowing what to expect and things you might need to consider can help to reduce anxiety when end of life approaches. Most carers will benefit from the opportunity to talk openly about what is often a closed subject. Sharing with others can help maximise quality of life at the end of life.



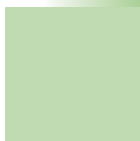
# Programs

## Carer Education Programs

**These programs comprise a number of workshops. It is strongly recommended that carers attend all sessions to gain maximum benefit.**

**See pages 20-25 for details.**

- Planning for the future – for carers with adult children with a disability
- From parenting a child to parenting an adult with a disability
- Assertiveness program
- Introductory computer and internet program
- Carer Support Group facilitator training



## Planning for the future – for carers

### **Description:**

The Planning for the Future Program consists of four sessions with the aim to support parent carers with planning for the future of your son or daughter. Topics addressed include: the challenge of confronting the future, loss and grief, legal and financial issues, emergency and long term care plans and life story work.

**Duration:** 4 days held over 4 weeks (1 day per week.)

## From parenting a child to parenting

### **Description:**

From Parenting a Child to Parenting an Adult (15+) with a disability is a series of facilitated discussions targeted to parent carers of adolescents with a disability. The aim of the program is to provide parent carers with a forum to explore ideas and gather information. Topics addressed may include:

- Life after school.
- What are the options?
- Supporting young people to make decisions.
- Rights and responsibilities for families with adolescents with intellectual disability.
- Legal and financial issues.
- The right to complain.

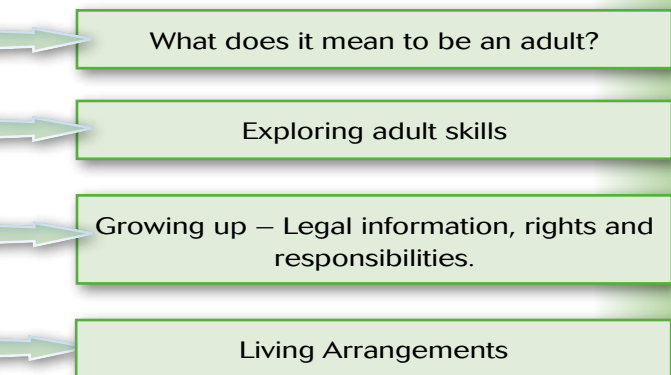
**Duration:** 4 Sessions of 2 hours

For further information on the above programs please

## with adult children with a disability



## ng an adult (15+) with a disability



## Assertiveness program

### **Description:**

A series of 4 workshops exploring the culture of caring, self-esteem, assertive behaviours and techniques.

**Duration:** 4 x 2 Hour Sessions. The first 3 sessions are held weekly with a 4th session conducted a month later.

## Introductory computer & internet

### **Description:**

A 'hands-on' course for older carers with little or no experience using a computer, email and the Internet. There is no assumed knowledge.

It is conducted over 3-4 months so participants are able to acquire and then build on basic skills as well as developing the confidence to have a go.

Participants receive step-by-step, 'easy to read' manuals with diagrams. Participants need access to a computer to be able to practice skills during the course.

**Duration:** 10 Sessions of 2 hours

For further information on the above programs please




The Influence of Culture and Caring



Self-esteem as the Basis for Assertiveness




Assertive Techniques



Assertive Behaviours and Responsibilities

## Computer program




Hardware, Software and the Mouse



The Computer Keyboard



Computer Terminology



Introduction to Word (Microsoft Office –  
Word 2003 or 2007)



Introduction to the Internet




Computer Games



Email



Troubleshooting



Revision / Practise

# Carer Support Group facilitator training

## **Description:**

Suitable for new or existing facilitators (carer committees/groups) or those wanting additional ideas to reinvigorate a carer support group, or, to address a specific issue.

This is generally a 2 x 2 hour program delivered on one day. A brief version is also available in a 1 x 2 hour workshop.

The content for these workshops can be customised according to participants needs.

**Duration:** 1 day program  
(2 x 2 hours)



## **Introduction to facilitating a carer support group.**

- A comprehensive program covering all the key aspects of facilitating a carer support group
- Starting a Carer Support Group
- Terms of Reference, Membership, Purpose of group
- Facilitating a group: Active Listening, Planning and Admin, Group Dynamics, Resolving Group Conflict, Group Stages
- Programming Group Activities, Planning and Conducting Meetings
- Auspiced/Non-Auspiced groups, Insurance, Venue, Fundraising

**Also available as a separate  
Workshop:**

## **Resolving group conflict**

This workshop offers specific information, strategies and resources to assist with deflecting and resolving conflict within a carer support group.

**Duration:** 2 Hours.

For further information about any of the preceding programs please contact [education@carersvictoria.org.au](mailto:education@carersvictoria.org.au)



## Country Visits

Each year Carers Victoria facilitates many workshops in regional areas across Victoria.

Some of these may be open to the public, but others are booked for specific groups and organisations.

To see if a workshop is open to the public and for information about these workshops check our website on [www.carersvictoria.org.au](http://www.carersvictoria.org.au) or call us on **1800 242 636** and ask to speak to our Education and Training administration team.



## Other Workshops

Other workshops available on request are:

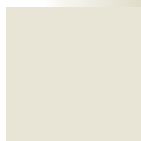
- Anger and Caring
- Changing Relationships
- Exploring Boundaries and Challenges
- Reacting Differently
- Surviving Carer Stress – Building Resilience
- Surviving the Maze

PH: 9396 9500 or


Freecall: 1800 242 636

Email: [education@carersvictoria.org.au](mailto:education@carersvictoria.org.au)

Website: [www.carersvictoria.org.au](http://www.carersvictoria.org.au)



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