



For further information contact

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Are you interested in starting your own business
but don't really know where to start?

Have you started a business but are finding
it difficult to know how to run it successfully?

OneCare Geelong wants to support you
in your small business ideas by providing
a series of informative workshops
and mentor support by a team of volunteers
who have business experience.



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BUSINESS MENTORING

for refugees and asylum seekers

Pilot Program

**Starting
Wednesday 3 May 2017**

The program will be conducted in two parts

1. Workshops over 6 weeks to provide information and understanding of the requirements to start and conduct a business in Victoria

2. Mentoring to support participants to develop and implement their business ideas. The mentor's role is not to provide expert advice but to offer feedback, support and encouragement. Mentors will meet with participants weekly for 12 months



Workshops

- Week 1
3 May** Research: *What is the market and Who is the competition?*
Licensing: *What approvals and permits are required?*
- Week 2
10 May** Business Structure and Planning: *Types of businesses, set up costs, business location and marketing plan.*
- Week 3
17 May** Finances and Record keeping: *Cashflow, pricing, margins, billing and collecting payments.*
- Week 4
24 May** Legal Contracts & Risk Management: *Agreements, property leases, insurance, intellectual property, business name and logos.*
- Week 5
31 May** Staffing and Employment: *Superannuation, workcover, OHS and staff training.*
- Week 6
7 June** Business Support & Final Questions: *Associations, accountants, lawyers and other professional support.*

Minimum requirements for Participants

- Certificate III in English or equivalent level of English literacy
- A visa status that enables the participant to work in Australia

As this is the first time this program will run there will be no cost to the participants



How to apply

Contact Corrie, Chris or John (details are on the back) for further information and for you to be considered for the program.

There will be no more than six participants enrolled for this pilot program.