



# HUNTLEE ACADEMY... *Making a difference*



## ON THE RISE

Edition 4  
October 2022



# GM UPDATE

Well, we have all probably had enough disruption in the last year to last a lifetime, so it was an extra burden for the Academy to have to relocate during this period. Our new premises at 1705 Wine Country Drive puts us right on the main road and makes us easy to find especially for recycling customers.

While the move was a huge project the other important news is we have finally launched our formal holistic training program for our 36 employees. This is a comprehensive approach to providing a multitude of skills to enable our employees to better compete in the competitive jobs market. From day one we are constantly providing, licences, tickets, certificate courses and competencies to add to their growing basket of skills. Professional resumes, interview skills and a proactive employment agent to find careers while they

are still employed makes for some hectic schedules while still committed to our work in Huntlee.

Huntlee Academy injects some \$2m into the community each year. The fact that we use all local businesses where possible in the provision of goods and services shows our commitment to the local area.

All the above cannot be achieved without the support of a dedicated management team and a supportive board. Thankfully, I have both these.

So, to all the customers, business partners and employees thank you for wonderful year and we look forward to many more.

**NOEL KIRBY**  
General Manager

# BOARD MEMBERS



**Danny Murphy**  
*Chairman  
Executive Chairman  
LWP Property Group*



**Kathryn McDonald**  
*Proprietor AKM Self  
Storage*



**Judy Brown**  
*President  
Managing Director, Brown  
Audit and Assurance Services*



**Kath Elliot**  
*Communication Consultant  
Business Owner*



**Michael Bestic**  
*Solicitor (retired)  
Singleton*



**Mike Lowing**  
*The Branxton Greta  
Vineyard News, Real Estate*



*Michelle's Highland Cows  
Mary and Samfred.*

## MICHELLE ELLISON Training Coordinator

It takes a super organised person to coordinate all the training underway here at Huntlee Academy.

Introducing Michelle who was recruited to the role of Training Coordinator to manage the rollout of our Holistic Training Program for all our employees. The program is hands on requiring attention to detail and empathy for our disadvantaged workforce.

Michelle brings extensive experience in Logistics and Operations Management to the role. With husband David, she embarked on a 'Tree Change' just before COVID moving onto acreage near Branxton so is a local (nearly). She has 3 grown children, 7 dogs, 11 chickens and 10 Sottish Highland Cows (pictured) to look after as well.

Michelle is settling in well and is enjoying the challenge of delivering varied training to the employees.

# NEW PREMISES

The Academy's new home at 1705 Wine Country Drive found behind the RIOT MEMORIAL.

The new premises has 5 sheds, the original house and an office which allows us to house, train 36-40 employees while storing all our vehicles & equipment. Opening hours are 6:30am- 3pm weekdays except for Fridays when we finish at 1pm.

We have ensured the access roads are 'nearly' weatherproof and security has been heightened due to several attempted break ins since we arrived. The move was conducted over December / January using all local contractors & business owners to get the job done on time & on budget. Well done to all who participated



# RETURN & EARN

Since the start of 2018 we have taken on the bulk Return & Earn at HAL. It has been an honour system since the start with our customers able to come and collect bags, ties, go home count the cans, bottles etc., drop them off and collect cash for them. This has been the only way we could do it because if we had to count every delivery it would not be cost effective. Therefore, we appreciate our customers who do this as we can recycle, employ a person to look after it and get a much-needed resource working for us.

## RETURN & EARN OPEN TIMES:

8.00am – 2:30pm | Mon – Thurs

8.00am – 12.30pm | Friday



# DID YOU KNOW?

Since 2014 Huntlee Academy has installed enough fencing to reach from Huntlee Academy all the way to McDonalds in Cessnock and back again!



If you would like to know more about Huntlee Academy and our services, please contact us:

📞 02 4938 2172

🌐 [huntleeacademy.com.au](http://huntleeacademy.com.au)

📱 @Huntlee Academy

## FRIENDLY SERVICE

Drive in, park near the containers and push the button on the red board for friendly service!



## ELIGIBLE CONTAINERS

Huntlee Academy has recycled around 3 million containers since starting in 2018.





## WHAT YOU SEE...



## WHAT WE DO...

Huntlee Academy is committed to providing skills and training to all its employees through our Holistic Training Program. This enables our employees to graduate to a higher paid and more skilful long-term career outside the Academy. Partnering with dedicated local training providers to achieve our goals.

## ✓ OUR HOLISTIC TRAINING PROGRAM

Internship

S.E.E.D Program

Competencies, Tickets, Certificate courses, Traineeships, Apprenticeships

Interview skills, Resume, Portfolio, Successful external placement

MARCH OUT DAY!

## INTERNSHIPS PARTNERED WITH Mai-Wel JOBLINKplus

Pathways to employment at HAL can take many forms. Apart from direct application through our website we also work closely with local Employment Providers partnering to offer opportunities to local jobseekers to gain valuable experience with the addition of interns who rotate through each department (Landscaping, Fencing, Parks and Gardens). This allows the intern to experience all facets of our business and HAL as an employer to identify individuals' strengths and commitment.

SCAN TO APPLY TODAY



## S.E.E.D. PROGRAM PARTNERED WITH LGTI

(SKILL ENHANCEMENT & EMPLOYEE DEVELOPMENT)

A unique program designed for HAL in conjunction with LGTI. LGTI delivers four six-hour fun but informative workshops covering a range of topics divided into 3 categories:

- Soft Skills (managing self, working correctly as a team, being a good employee)
- Work Skills (manual handling, Safety awareness, understanding how to fill in workplace documentation, understanding workplace policies)
- Generic Skills (customer service essentials and managing work/life balance, budgeting)

All contextualized lessons are prepared with HAL's documentation and policies.

### EMPLOYEE FEEDBACK:

**What was the most interesting or best thing about this course?**

- Learning to invest in myself.
- Communication in the workplace.
- Learning things about safety that I didn't know.
- Loved everything about the course especially the presenters and how it was presented. I normally can't stand being in a classroom.
- Working together as a team.
- The clarity of the SOP's.



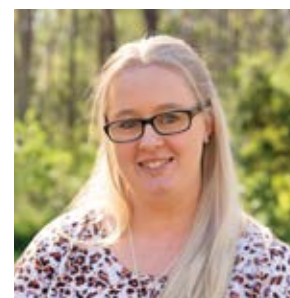
## COMPETENCIES, TICKETS & CERTIFICATE COURSES PARTNERED WITH



Huntlee Academy offers up to 22 competencies covering activities carried out during a working day as well as operating the plant and associated tools and equipment needed (under active supervision). These include - chainsaws, power tools, welders, mowers, whipper snippers, chemical application, motorised spreaders, aerators, bobcats, Kanga loader, forklift, tractor, truck tipper, excavator, core drilling (concrete), fencing and landscaping equipment. Specific national licences can be completed with accreditation in truck MR, bobcat, tractor, forklift, white card, excavator operation. The Academy compound provides ample training spaces for onsite training and practice. All training provided is linked to periodic employee performance reviews. Huntlee Academy receives no direct government funding. Our budget is derived from contracts our business units undertake in the Huntlee, Branxton, Greta, Singleton, Cessnock, Pokolbin, North Rothbury and Maitland area.



## TRAINEESHIPS & APPRENTICESHIPS PARTNERED WITH MEGT



Welcome to **TASHMIN MOSES** – Administration Trainee

Tashmin joined the Huntlee Academy Admin Team early June 2022. She recently moved to Huntlee from the Central Coast with her husband and 2 young children. Prior to starting a family, she worked for 12 years in Childcare but did not want to return to the childcare industry instead wanted a new career in admin close to home. With her Traineeship hours she will be able to take the kids to school and pick them up all whilst gaining her Cert III Business (Office Administration). She is excited to be working within the community she now calls home.

### MEGT PARTNERSHIP AND TME:

**With the help of MEGT, HAL signed up 7 apprentices earlier this year. With 6 of our apprentices falling into the mature age category.** Marc Pont their trainer from The Management Edge visits HAL monthly and their class lessons are held in our dedicated training room onsite. They have been

working hard and have just completed their modules on Turf. As part of their course, they are required to submit step by step instructional videos to show their knowledge and work on the ground.

- Cert III in Parks & Gardens – 2 apprentices.
- Cert III in Landscape Construction – 5 apprentices.





# FUTURE CAREER READY PARTNERED WITH

(INTERVIEW SKILLS, RESUME, PORTFOLIO, SUCCESSFUL EXTERNAL PLACEMENT)

Hunter Recruitment Group was born out of a desire to service candidates more effectively whilst leveraging off Craig McGregor's vast recruitment and HR experience. Doors opened in September 2006 and by continuing to find innovative and personalised employment solutions the business has established itself as the premium Recruitment, Labour Hire and Career Transition operator in the Hunter Valley.

Craig is driven to make sure the brand continues to work with both sides of the employment relationship to truly find the best fit. The growing team is

constantly moving with technology to source, advertise, coach, and explore how to create the most effective outcomes for all.

Being a part of the local community of the Hunter and a partner of HAL in their endeavour to provide holistic training to achieve long term sustainable outcomes means Hunter Recruitment Group and HAL are a perfect fit with very similar goals.

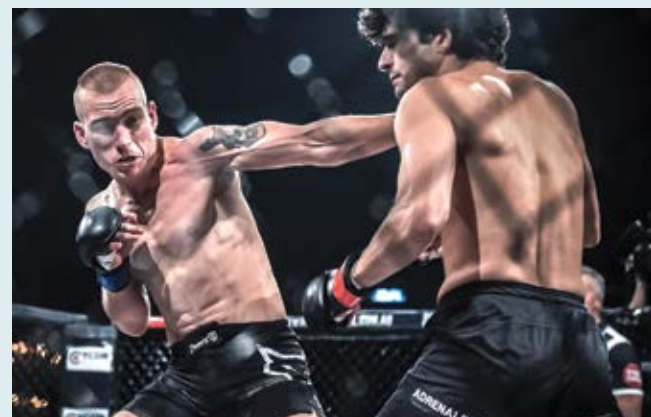
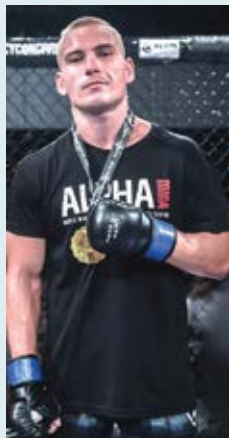
## MARCH OUT DAY!



## SPONSORSHIP

Brody (HAL Landscape Apprentice) has not only shown good self-discipline in his employment at the Academy but has carried that through to his chosen sport of MMA.

HAL mentors its employees to become self-reliant and disciplined in their lives and because of Brody's commitment HAL is sponsoring him with training gear, transport, etc, to assist in his endeavours.



## HELPING EMPLOYEES GAIN THEIR LICENCES

Several employees through no fault of their own have not had the opportunity to obtain their licences be it Learners or Provisional.

HAL has put in place the allocation of training time and in some cases lessons for its employees to obtain what is not only a necessity for their future careers but also a symbol of independence. Truck licences up to MR (Medium Rigid) has also seen several HAL employees gain employment outside the Academy. HAL has partnered with Bryta Days Driving School (car) & Advanced Driving School (truck) their trusted provider of quality instructors.



## WHERE ARE THEY NOW?

### MICHAEL CUMBERLAND (MICK)

Commenced: 15th Jun 2016

March Out Day: 13th Feb 2020



Mick had worked his whole life but, in the middle of 2015, he found himself unemployed. That following year was tough, and he found himself without a permanent residence and was couch surfing. When he came across Huntlee Academy, he was staying in his Tarago Van within walking distance. He came down and had a chat with Management who then paid for him to complete his Chainsaw - Trim & Cut Felled Trees ticket through HPOTS and started the next week in the Firewood Department that ran at the time. Mick went on to be the Leading Hand in our Parks & Gardens Department and became a great mentor to our younger employees.

**What other formal training did you do?** "Bobcat/Skid Steer ticket, First Aid and CPR courses. I also gained so many competencies from basic mowing equipment to safe operations of workshop hoists, and diesel tank for fuel distribution. All these tickets and skills help me in my current job."

**What did you find great about working at HAL?** "How it was local and the good people."

**When did you realise HAL was making a difference in your life?** "Having a stable job and stable income as being unemployed for 12 months was starting to take its toll. But then the biggest difference was when the Academy helped me to gain employment on a private property in the Hunter Valley. I now have a paid job which includes living onsite with free housing and every 3 weeks meat provisions."

**What would you tell other people considering a role at HAL?** "Do it! Good training, good people."

**What were you doing before HAL?** "After working at Woolworths for 22 years I decided to take time off. The first year was a year to de-stress but then I started to get itchy feet. I did odd jobs for the next 6 months, but I really needed to get back to work. My job provider at Joblink Plus told me about Huntlee Academy and I started there in March 2016."

**What positions did you hold and in which departments at HAL?** "I started as a casual in the fencing department and then I was promoted to Leading Hand for Parks and Gardens and then Leading Hand for Landscaping. I then went on to become the Supervisor and lead all three departments over the years."

**What formal training and skills did you undertake and learn whilst working at HAL?** "I undertook many in-house competencies. My formal training was First Aid 2019, Traffic Controller & Implement Traffic Control 2020, HR Licence 2022 to help with my eligibility for my application and role at ABC Turf Supplies."

**When did you realise HAL was making or made a difference in your life?** "HAL made a difference in my life from day 1. Getting back into the workforce. Teaching me many new skills like using power tools as I didn't know how to use them because I had come from a retail background. After learning the hands-on skills, HAL gave me the confidence to utilise my leadership skills. HAL then invested in me to gain my HR course over the Xmas holidays 2021 to help me gain full time employment with ABC Turf supplies and now I get to regularly deliver to HAL"

**What would you tell other people considering a role at Huntlee Academy?** "Give it a go! They just need to remember that HAL is not a career, but it is a steppingstone to bigger and better things. They will upskill you to help you get to where you want to be and get the job you want to do."

### PAUL LANE

Commenced: Mar 2016

March Out Day: Jan 2022





# MEET THE MANAGERS



**SHANE COWPER –**  
Landscaping Department Manager

**Favourite Food:** Donuts  
**Favourite Movie:** The Hangover Movies  
**Favourite Hobbies:** Breeding birds and Dragonboat racing  
**Best thing about working at HAL:** Helping people that want to be helped.



**GUY COLLIER –**  
Fencing Department Manager

**Favourite Movie:** Marvel Franchise  
**Favourite Team:** Newcastle Knights  
**Favourite Hobby:** Competition BBQ  
**Best thing about working at HAL:** Working within our local community.



**NATHAN AURISCH –** Parks and Gardens Department Manager

**Favourite Food:** Crumbed Cutlets  
**Favourite Sport:** All Motor Sport  
**Favourite Hobby:** Playing guitar  
**Best thing about working at HAL:** Teaching people what I do.

## ADOPT-A-ROAD PROGRAM

Cessnock's Adopt-a-Road program is both an educational and practical environmental initiative which increases community awareness of the damaging effect roadside litter has on the local environment and community image. Huntlee Academy is proud to be a part of this community program.

## HAL TEAM MEMBER SPOTLIGHT

**JOSH ISAAC –**  
Fencing Team Leader

Josh has been volunteering with the North Rothbury Rural Fire Brigade for the past 8 years. Josh decided he wanted to help the community at the young age of 13 and not knowing anyone there he took it upon himself to apply online. Josh has been a great addition to our Fencing Department since February this year. He has completed S.E.E.D training, deemed competent with the core drill and successfully completed both his Forklift and Excavator courses. With such a strong work ethic it's no surprise he was promoted to Team Leader in July. When he isn't working or volunteering, he enjoys camping and 4WD driving. We are proud to have Josh as part of the HAL team.



Wishing all our wonderful customers and suppliers a Merry Christmas. Thank you for your support in 2022.

We look forward to working with you all again in 2023.



## CLOSURE DATES

Last day for Return & Earn drop off is Monday 19th Dec 2022 at 2:30pm.

Our office will close Tuesday 20th Dec 2022 and reopen Monday 9th Jan 2023.

## PARTNERSHIPS

We thank all our business partners for their continuing support of our endeavours and invite additional businesses to partner with the Huntlee Academy and, in so doing, help boost the social equity of the area.

