**Employability South Lanarkshire Council**

**Stages of Employability Pipeline and Programme Descriptions**

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| **Stage 1**  **Referral and Engagement** | **Stage 2**  **Barrier Removal** | **Stage 3**  **Vocational Activity** | **Stage 4**  **Employer Engagement and Support** | **Stage 5**  **In work Support** |
| Inward referrals, client identification and engagement, marketing | Health interventions  Money Advice  Childcare  Volunteering  Condition Management  Specialist Advocacy Support  Youth Employment Initiative | Industry Specific  Qualifications  Work experience/placements  Core skills development  Mainstream College provision  SDS provision  Employability Fund  Youth Employment Initiative | Job Brokerage-Matching  Employer Engagement  Labour Market  Intelligence  Customised Training  Pre-employment  Youth Employment Initiative | In-Work Support  Skills Development Monitoring  Signposting  Entrepreneurial Support |

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| **Aspire** | |
| **Stage** | 2 and 3 |
| **Target Group** | Young people in their last 6 months of education who are at risk of missing out on a positive destination of education, training or employment when they leave school. |
| **Description** | The Aspire programme has 3 targeted options for young people to support them as they approach their school leaving date:   1. College tasters - A range of college-based programmes are available for including construction trades and creative industries 2. RISE Groupwork - designed to focus on personal and social development, health and wellbeing &employability skills 3. Individualised Keywork support- A bespoke programme of 1-1 support delivered flexibly around a young person’s needs |
| **Referral Process** | All referrals come via Pupil support teachers from respective Secondary schools |
| **For more information** | 0141 584 2911 [Youth.employability@southlanarkshire.gov.uk](mailto:Youth.employability@southlanarkshire.gov.uk) |

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| **AspireWorks** | |
| **Stage** | 2 and 3 |
| **Target Group** | Young people age 16-19 (24 if care experienced) |
| **Description** | Targeted support for young people who have left school and require employability support to progress to a mainstream positive destination.   * Flexible keywork support   • Early engagement and action planning  • Engagement activities and confidence building  • Groupwork  • Work placements and employer engagement  • SQA Employability awards  • Sector based programmes  • Aftercare |
| **Referral Process** | Referrals should be sent directly to the Youth Employability Mailbox  [Youth.employability@southlanarkshire.gov.uk](mailto:Youth.employability@southlanarkshire.gov.uk) |
| **For more information** | 0141 584 2911 [Youth.employability@southlanarkshire.gov.uk](mailto:Youth.employability@southlanarkshire.gov.uk) |

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| **Supported Employment (Specialist Support Services)** | | |
| **Stage** | 2 and 3 | |
| **Target Group** | Adults with additional support needs | |
| **Description** | All programmes are delivered following the  [5 stages of Supported Employment](https://www.suse.org.uk/what-is-supported-employment/five-stage-supported-employment-model/) as adopted by Scottish Government and the Scottish Union of Supported Employment (SUSE).  Key Worker Provision: The Key Worker will take time to get to know you by meeting with you regularly and assisting you with setting employment goals and the steps you need to take to achieve employment. When you agree that you are ready, we can assist you in looking for employment or a work placement. You can also join our weekly classroom-based employability skills session. We will support you in the workplace both with work-based tasks, employability skills, life skills and the social aspects of employment. We can assist with job search, CV building, interview skills etc. This is a person-centred approach therefore looks different for each client.  Other supported programmes are available such as:   * Project EmployAbility * DFN Project SEARCH * Nat 4 Skills For Employment * Pathways to Textile Care and Warehousing   Please contact the team to enquire as the programme commence at different times of the year, all programmes will be advertised on social media. | |
| **Referral Process** | Referrals should be sent directly to the Supported Employment team on the following: [Supported.employment@southlanarkshire.gov.uk](mailto:Supported.employment@southlanarkshire.gov.uk) | |
| **For more information** | Use the email address above | |
| **Gateway Programme Delivered by Routes to Work South** | | |
| **Stage** | | all |
| **Target Group** | | * Unemployed / Economically inactive people * Anyone underemployed (temp/agency work, working less than 12hrs per week) |
| **Description** | | Gateway to Employment is a voluntary support program that supports South Lanarkshire residents to progress in their employability journey with support and to training to allow them to secure and sustain employment across all industry sectors.  Gateway to Employment will:   * Offer a bespoke person centred 121 employability service where participants have an advisor to support them throughout their journey to employment or further education. * Support offered includes, personal development, employability skills, CV support, Job search support, interview skills, mock interviews etc.) * Training and development opportunities, these could include industry specific sector-based training (Care, Hospitality etc.) and possible access to funding for bespoke customised training to meet the participants needs * Access to support at job clubs * Access to job opportunities ringfenced for RTWS clients * Access to funding to enable clients to obtain employment. * Support in Work |
| **Referral Process** | | Referrals should be sent directly to the Team Leader listed below:  Joannie Greer [Jgreer@rtws.org](mailto:Jgreer@rtws.org) |
| **For more information** | | Julie Davidsons Operations Manager [jdavidson@rtws.org](mailto:jdavidson@rtws.org)  Website [Routes To Work South Lanarkshire (southlanarkshirejobs.org.uk)](https://www.southlanarkshirejobs.org.uk/) |

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| **Rural Academy delivered by South Lanarkshire College** | |
| **Stage** | 2 and 3 |
| **Target Group** | Age 16 years + - Unemployed residents in the Rural South Lanarkshire Areas (Strathaven, Stonehouse, Carluke, Lanark, Douglas, Law, Forth, Carnwath, Carstairs, Carstairs Junction, Biggar, Thankerton, Symington, Leadhills, Crawford, Coalburn, Douglas Water, Rigside, Lesmahagow, Kirkfieldbank, Lanark) |
| **Description** | Offers unemployed residents of Rural South Lanarkshire free access to Advice and Support to identify your skills and training requirements. Including, employability assistance including creating / updating CVs, training courses, employer lead training courses, interview technics, assistance with online applications, cover letters, access to work placements. |
| **Referral Process** | To complete the Rural Academy Referral form and contact the Rural Academy. |
| **For more information** | Contact [RuralACE@slc.ac.uk](mailto:RuralACE@slc.ac.uk) or phone 07813367422 |

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| **Upskilling** | |
| **Stage** | 5 |
| **Target Group** | Targeted support for upskilling parents who are in work |
| **Description** | Employees in the upskilling programme will be supported via training or other activity that will lead to improved employment circumstances.   * Increased Promotional prospects. * Maximise their hours of work. * Maximise their rate of pay. * Increased morale and aspiration. * Enable employees to achieve skills and qualifications. * Flexible Keywork support. * Early engagement and action planning. * Free Financial Health Check   Eligibility Criteria: -  You must reside within South Lanarkshire area and fail into a least one of the priority groups below: -   * Lone Parent * Parents or Children with disabilities * Young parent 25 years and less * Minority ethnic families * Families with 3 or more children * Families where the youngest child is under 1 year |
| **Referral Process** | Referrals should be sent directly to the Upskilling Team:  01698 452022  [upskilling@southlanarkshire.gov.uk](mailto:upskilling@southlanarkshire.gov.uk) or [pesf@southlanarkshire.gov.uk](mailto:pesf@southlanarkshire.gov.uk) |
| **For more information** | Contact [upskilling@southlanarkshire.gov.uk](mailto:upskilling@southlanarkshire.gov.uk) |

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| **Demonstrator 2 (NHS/ISS) - note this programme only runs at specific times each year** | | |
| **Stage** | | 4 and 5 |
| **Target Group** | | * Lone Parents * Parents with disabilities * Young parents aged 25 years and less. * Minority ethnic families * Families with a disabled child * Families with 3 or more children, families where the youngest child is under 1 year. |
| **Description** | | Parents from the 6 key priority groups above, can apply for various ringfenced posts within NHS and ISS. These posts are supernumerary and can be as flexible as need be for the individuals in relation to hours and working patterns. These posts are fully funded by South Lanarkshire Council and will be contracted up to the end of March 2023, following a recruitment process. Each individual will be supported by an NHS employability job coach whilst employed. |
| **Referral Process** | | Contact RTWS or SLC Employability Services |
| **For more information** | | Kathleen Munro Team Leader [KMunro@rtws.org](mailto:KMunro@rtws.org) / Julie Davidsons Operations Manager [jdavidson@rtws.org](mailto:jdavidson@rtws.org) / Paula McGinty Employability Advisor [paula.mcginty@southlanarkshire.gov.uk](mailto:paula.mcginty@southlanarkshire.gov.uk) |
| **Supporting Families** | | |
| **Stage** | 1 | |
| **Target Group** | Parents with a child in nursery transition to P1 or starting P1 | |
| **Description** | Targeted support for families who currently sit within the six-poverty action identified areas. Support is provided to offer families every chance and to raise their family income reducing poverty. This is achieved by providing a wraparound wholistic support which is needs led by the individual creating a pathway for future opportunities around upskilling and employment.  Financial Poverty Action areas:   * Financial wellbeing support * Health and Wellbeing support * Groupwork * Training and employment opportunities   Financial Poverty Action areas:   * Lone Parent Families * Families with a disabled child or adult * Minority ethnic families * Larger Families (three or more children) * Families with a child under 1 year old * Families where the mother is under 25 years old | |
| **Referral Process** | Referrals come direct from the Head Teacher of the pre targeted schools.  Referrals are made through Upshot to the Project Manager.  [Margo.mooney@southlanarkshire.gov.uk](mailto:Margo.mooney@southlanarkshire.gov.uk) | |
| **For more information** | For more information contact:  [Margo.mooney@southlanarkshire.gov.uk](mailto:Margo.mooney@southlanarkshire.gov.uk)  07385032012 | |

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| **Making it Work for Parents – Routes to Work South** | |
| **Stage** | 2, 3, 4 and 5 |
| **Target Group** | * Lone Parents * Parents with disabilities * Young parents aged 25 years and less. * Minority ethnic families * Families with a disabled child * Families with 3 or more children * Families where the youngest child is under 1 year. |
| **Description** | Individually tailored service to help parents to progress in their employability journey regardless of stage of work readiness. We offer:   * An allocated key worker * Action planning for your future * Access to wellbeing, health, and holistic interventions * Strengths and Skills Assessment * Confidence building and personal development courses. * Access to training and volunteering opportunities * Money, budgeting, and debt advice * Help with career options, job applications, CV writing and interview skills. * Support to find a job or further education that suits your career aims. * Access to funding through the enablement fund * Support in work |
| **Referral Process** | Referrals should be sent directly to the Team Leader listed below:Kathleen Munro [KMunro@rtws.org](mailto:KMunro@rtws.org) |
| **For more information** | Julie Davidsons Operations Manager [jdavidson@rtws.org](mailto:jdavidson@rtws.org)  Website [Routes To Work South Lanarkshire (southlanarkshirejobs.org.uk)](https://www.southlanarkshirejobs.org.uk/) |

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| **Reach - Training Programme – Routes to Work South** | |
| **Stage** | 2 |
| **Target Group** | Young people aged 16-19 |
| **Description** | The Reach programme is a 6-week personal development program helping young people ‘Reach’ their potential, by building their confidence, self-esteem, and mindset to prepare them for entering the world of work.  On this course candidates will undertake a PX2 personal development programme helping delegates develop a deeper understanding of who they are and who they want to be.  Reach will also include:   * Confidence building * Teamwork * Understanding barriers * Exploring the world of work * Short work tasters    This will build the foundations and support delegates to develop the confidence to set goals and reach out for what they truly desire in life and career aspirations. |
| **Referral Process** | Julie Davidsons Operations Manager [jdavidson@rtws.org](mailto:jdavidson@rtws.org) |
| **For more information** | Website [Routes To Work South Lanarkshire (southlanarkshirejobs.org.uk)](https://www.southlanarkshirejobs.org.uk/). |

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| **Impact - Training Programme – Routes to Work South** | |
| **Stage** | 3 |
| **Target Group** | Young people aged 16-19 |
| **Description** | The Impact program is designed to provide learners with employability skills and work experience so they can make an impact in the world of work.  The employability skills training will include workshops on:   * Creating a winning CV * Sector Awareness * Career Choices * Goals and Action Planning * Interview Techniques * Employer Expectations * Behaviours in the workplace   The programme consists of two weeks of employability skills training and up to six weeks on a work placement. By the end of this course candidates will feel more confident about securing employment and moving forward in life. |
| **Referral Process** | Julie Davidsons Operations Manager [jdavidson@rtws.org](mailto:jdavidson@rtws.org) |
| **For more information** | Website [Routes To Work South Lanarkshire (southlanarkshirejobs.org.uk)](https://www.southlanarkshirejobs.org.uk/). |

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| **Connect2 Renewables Employability Initiative** | |
| **Stage** | all |
| **Target Group** | This employability initiative is funded from a proportion of the community benefit funds to support those residing within a 10km radius of Middle Muir Windfarm development in Crawfordjohn and 10km radius of Kype Muir Windfarm development in Strathaven.  Main areas covered by the programme are:  Middle Muir - Abington, Coalburn, Crawford, Crawfordjohn, Douglas, Douglas Water, Glespin, Leadhills, Rigside and Robertson  Kype Muir – Auchenheath, Blackwood, Boghead, Caldermill, Draffan, Chapelton, Drumclog, Glassford, Gilmourton, Kirkmuirhill, Lesmahagow, Sandford, Stonehouse and Strathaven |
| **Description** | Part of a wider employability team employed by South Lanarkshire Council to assist with getting residents of South Lanarkshire into employment  **We offer the following employability support:**  Funding for retraining and upskilling  Help with travel  Help with job-searching, updating CVs and completing applications  Help with getting in touch with the right people  **Starting a job?**  Into work Job Grant - £200  Modern Apprentice start up Grant – up to £500  Support with Child Care Costs  **Students**  Student Grants of £500  course fees paid  **Employers –** Employment Incentives available for taking on staff who live within the area. |
| **Referral Process** | • If you live within the postcode area covered by the Windfarm then this service is for you!  • If you are working with anyone within the postcode area please get in touch or pass our details on as they might benefit from any of these services on offer. |
| **For more information** | Appointments can be made on 0800 952 0070 or contact us by email on [connect2renewables@southlanarkshire.gov.uk](mailto:connect2renewables@southlanarkshire.gov.uk) |