

# STEP UP

Transition & Employment Service



▶▶▶▶ Mai-Wel  
LabourForce Solutions  
Vibrant • Focused • Ready



## SCHOOL LEAVER EMPLOYMENT SUPPORTS

Mai-Wel's *Step Up Transition and Employment Service* is a registered provider for School Leaver Employment Supports (SLES). The service offers individualised and group support for up to two years after finishing Year 12, to build capacity and develop employment skills and confidence for school leavers to find and sustain employment.

*Step Up's* services are goal orientated and delivered to promote work skills and capacity building across a five day per week timetable. The activities and services provided encourage development of employability and vocational skills and promote sustainable employment for young people with a disability.



## OUR SERVICES

Job Coaches will deliver employment supports for young people in the following areas:

- Work skills assessment
- Vocational guidance and careers counselling
- Job sampling and career exploration
- Work experience and volunteering opportunities
- Healthy lifestyles
- Interview skills and resume development
- Vocational education and training
- Learners permit
- Travel training
- Budgeting and money handling
- Simulated learning centre

## EXPECTED OUTCOMES:

- Exposure to and experience in a work-like environment and activities that will assist in developing capacity for work and understanding of workplace expectations and culture. The routine of work and the outcomes achieved through work, all assist in the development and maintenance of confidence, self-esteem and motivation.
- Develop key employability skills: Communication, Team Work, Problem Solving, Initiative & Enterprise, Planning & Organization, Self-Management, Learning and Technology.
- Develop vocational skills sets: WHS, Horticulture, Retail, IT, Hospitality, Construction.
- Pathways to further education, employment and self-employment opportunities.
- Engagement in community, increased social participation and inclusion through purposeful activities.

## FURTHER SUPPORTS

- Job coaching and mentoring
- Support with mental health issues and services
- DES referral

# thrive



**thrive**  
— a Mai-Wel Working Life initiative —

### A NEW FUTURE FOR DISABILITY & YOUNG PEOPLE

Thrive employment projects utilise an enterprise learning model to assist participants to develop experience of being a worker while learning the foundation skills for successful entry into vocational training and employment.

Each project provides a "real" work environment where participants are provided with the opportunities to grow and develop as workers.



# THE TIMETABLE

The customisable timetable allows participants to choose the days, times and activities that suits their needs. The range of activities allow participants to develop their skills to become a worker through a variety of environments including community based, industry based, simulated learning centre and classroom environments. Small group and 1:1 service delivery models are also available. Most participants access supports three days per week.

MONDAY	TUESDAY	WEDNESDAY
<p><b>Work Skills</b></p> <ul style="list-style-type: none"><li>• Retail</li></ul> <p><b>VET &amp; Pre-Employment Workshops</b></p> <ul style="list-style-type: none"><li>• Resume/Application</li><li>• Industry Training</li><li>• Interview Skills</li><li>• Career Planning &amp; Progression</li><li>• Industry Speakers</li></ul> <p><b>Independent Goals (1:1)</b></p> <ul style="list-style-type: none"><li>• Personal Development</li><li>• Communication</li><li>• Social</li><li>• Time Management</li></ul>	<p><b>Work Skills</b></p> <ul style="list-style-type: none"><li>• Hospitality</li><li>• Animal Care</li><li>• Enterprise Learning Hubs</li><li>• Automotive</li></ul> <p><b>Becoming A Worker - Life Skills</b></p> <ul style="list-style-type: none"><li>• Food preparation</li><li>• Budgetting</li><li>• Hygiene/WHS</li><li>• Nutrition</li><li>• Accessing Services</li></ul>	<p><b>Work Skills</b></p> <ul style="list-style-type: none"><li>• Hospitality</li><li>• Employment aspirations</li><li>• Build self confidence and esteem for the workplace</li></ul> <p><b>Travel and Transport</b></p> <ul style="list-style-type: none"><li>• L's</li><li>• Travel Training</li></ul> <p><b>Individual Goals (1:1)</b></p> <ul style="list-style-type: none"><li>• Career planning</li><li>• Monitoring of employment plan and NDIS goals</li><li>• Conflict resolution</li><li>• Workplace expectations</li></ul>
THURSDAY		FRIDAY
<p><b>Work Skills</b></p> <ul style="list-style-type: none"><li>• Horticulture</li><li>• Construction</li><li>• Staying on task</li><li>• Accepting direction in the workplace</li></ul> <p><b>Independent Goals (1:1)</b></p> <ul style="list-style-type: none"><li>• Employment goals and monitoring</li><li>• Work experience</li><li>• Individual education and support</li></ul>		<p><b>Work Skills</b></p> <ul style="list-style-type: none"><li>• Workplace numeracy and literacy</li><li>• Social and communication skills</li><li>• Retail</li></ul> <p><b>Independent Goals (1:1)</b></p> <ul style="list-style-type: none"><li>• Work experience</li><li>• How to develop a working lifestyle</li><li>• Goal progression</li><li>• Vocational training and support</li></ul>

## WHO CAN APPLY

- Participants who are eligible for the NDIS
- Year 12 school leavers
- School leavers who have completed a Functional Work Assessment to determine eligibility for SLES

## MAI-WEL LABOURFORCE SOLUTIONS

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