

Service Delivery Plan for Participants

Employability Skills Training

Jobs Statewide has been providing employability and job search training, helping people to shape their future, improve their wellbeing and find meaningful work for over 30 years.

Our philosophy is that everyone has the right to a place in the workforce regardless of age, background or ability.

Our Commitment to our Participants:

While participating in our EST courses, you can expect a meaningful service which is driven by your choices and includes:

- Group Based learning activities and projects, with additional 1:1 mentoring support personalized to your circumstances and career goals
- A tailored **Employment Pathway**, which is designed in collaboration with you and includes local opportunities and industry growth areas that match your aptitude and interests
- Access to our **Job Search Strategies Workshop**, which will provide you with the skills to source employment opportunities through the open and hidden job markets
- Building and refining Interview Techniques through simulated group and 1:1 scenarios
- Hands on experience in using digital devices and programs popular in the work environment
- Opportunities to connect with local employers through our Industry Awareness Experiences

You can access our intensive pre-employment training through our Block 1 and Block 2 courses. You can undertake one or both blocks, in any order:

Block 1 Courses:

Our **Youth Block 1** course uses hands on learning methods to increase your job search and workplace skills, and targets entry level employment opportunities, with emphasis on career growth and long-term planning.

Our **25+ Block 1** course builds on your current skills and experiences and provides you with support in identifying transferrable skills that match your circumstances and career goals, including career redirection.

Block 1 Learning Outcomes include:

- Researching job markets and connected industries
- Exploring emerging roles and future employment opportunities
- Developing self-marketing, interview and workplace skills
- Demonstrating job-person match and job readiness
- Increasing digital literacy skills for job search and in the workplace

Block 2 Courses:

Our **Block 2 Generalist** course matches your skills and experiences with emerging employment opportunities and in-demand industries in your local area.

Our **Block 2 Specialist** course provides a clear understanding of the career prospects, skill sets and training requirements for employment within the **Transport and Logistics Industry** and offers industry specific credentials, which can include a mixture of:

- TLID0020 Shift materials safely using manual handling methods
- CPCWHS1001 Prepare for work safely in the construction industry
- HLTSS00067 Infection control skill set (Transport & Logistics)

Block 2 Learning Outcomes Include:

- Researching job markets and emerging careers
- Developing self-marketing, interview techniques and industry skillsets
- Demonstrating role match, transferable skills and transport logistic readiness
- Upskilling in digital literacy, advanced machinery or supply chain technology

Industry Awareness Experiences

Jobs Statewide is committed to building and maintaining relationships with local employers and promoting the valuable contribution of our participants in the workplace.

Jobs Statewide encourage local employers to participate in our Industry Awareness Experiences, where our participants gain valuable insight into targeted industries, including career pathways and employer expectations.

Jobs Statewide

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