

'STEPS TO WORK' PROGRAMME

'Steps to work' presents choices and opportunities to parents who are looking to 'move on'.

The programme is delivered in partnership with agencies that support

Adults into learning, volunteering and work

Dates and location of programmes 2013 – 2014

WEEK ONE

PREPARING FOR A NEW CHALLENGE!

The focus of this session is to help you to feel more confident, motivated and keen to explore opportunities which will bring about change!

CITIZEN ADVICE BUREAU

CAB provides an insight into the advice and guidance they can offer

Programme Commencing 5th November 2013

November 2013 Tuesdays 5th, 12th, 19th, 26th Nov 3rd Dec

Swingbridge Children's Centre, Grantham 9.30 – 12.00

Trent Road, Grantham NG31 7QX 01476 590034

WEEK TWO

FINDING THE RIGHT PATHWAY FOR YOU

JOBCENTRE PLUS

Information and guidance on local jobs and work experience

ADULT LEARNING

What opportunities are available locally and how to enroll

VOLUNTEERING

The benefits of volunteering and how and where to get involved
ESF – FAMILY SUPPORT PROGRAMME - Help for you and your family

Programme Commencing 20th November 2013

November 2013 Wednesdays 20th, 27th, Nov 4th, 11th, 18th Dec

Belton Lane Children's Centre, Grantham. 12.30 – 3.00

Green Lane, Grantham NG31 9PP 01476 584640

WEEK THREE

CURRICULUM VITAE & JOB APPLICATIONS

Looking at your skills, attributes and what you most enjoy we'll help you to complete a CV.

Information provided on completing successful job applications & 'Effective job search'

WEEK FOUR

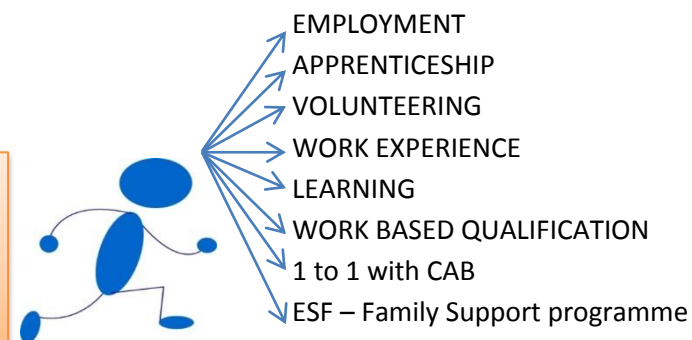
LOCAL EMPLOYER GIVES SOUND ADVICE

This session is delivered by a local business. You will gain a better understanding of the recruitment procedure, what employers look for and how to prepare for an interview

WEEK FIVE

SERVICES & SUPPORT THAT WILL HELP YOU TO MAKE YOUR GOAL A REALITY

Help is on hand from the Pre-School Learning Alliance; it is hoped that this inspirational journey will motivate and encourage you
Putting you in touch with services who can help



For Further information or to book on to a programme call Katie Blay, Learning & Development Officer 07713307934