

Project		Work Club	
Lead delivery partner		Derby City Council Adult Learning Service	
Theme	Creating Opportunities for training and employment	Priority	3
Activity	Work Club	Budget code	
Project outcomes (from SLA) Average of 10 attendees per session 50 attendees per year Of which: 25 receive NCS IAG advice 40 Referred to additional employability skills/ learning activities 40 increase job search activity e.g. using Libraries 4 case studies to show the positive impact of the Club Additional evidence will include photographs, contribution to local newsletters, involvement in the Big Local Celebration events			
Reporting period dates	Jun-Sep 2015	Nr and age of people benefiting from the project during the reporting period	34
Introduction <i>Tell us basic information about the project and its outcomes and aims for reporting period.</i> The broad aim of the Allenton Work Club is to reduce the barriers that job seekers face in gaining employment. The Work Club offers the following: <ul style="list-style-type: none"> • Free access to computers, telephones and stationary • Training in the use of Universal Job Match using the 220Soft Universal Job Match training programme • Coaching and support for individual job search • Evidence of job search activity to meet Job Centre Plus requirements for those claiming Job Seekers Allowance • Opportunity to meet other job seekers • Links to Allenton Library to enable jobseekers to use library facilities for independent job search • Referrals to Careers@Derby for on-site individual careers information advice and guidance (at no cost to Allenton Big Local) 			

Activities undertaken during reporting period

Tell us what you have done and how well things have gone. Include any issues carried over from previous report, activities carried out and any base line monitoring. Please attach photographs, quotes, good news stories etc

The following table shows the numbers achieved against the outcomes required as indicated in the Service Level Agreement. The grey shaded area includes the final quarter reporting and comments:

	30 June 2015 Cumulative total	28 Sep 2015 Cumulative total	21 Dec 2015 Cumulative total	28 March 2015 Cumulative total	Contract target April 2015 – March 2016	Comments
No. of sessions held to date	10	17			48	On track
Average attendance per half day session	3 - 4	6			10	Continues to stay at this number
Total No. of new attendees to date	16	34			50	On track
No. who have done job search activities	12	18			40	On track
No. who have received IAG advice from Careers@derby	1	13			25	Advice from careers@derby where relevant
No. referred to additional employability / learning activities	7	10			40	On track
Case Studies	1	1			4	On track

Rizvan Bhatti, the DALs staff member who previously ran the Work Club left to take up a new post over the summer but arranged a handover meeting with Chris Walker at the end of July to ensure there was continuity of support. Chris is a highly skilled, qualified Employability professional, who is part of the Careers@Derby team and has many years experience of working with job seekers in community settings, job centres and the Careers@Derby centre in Curzon Street. As well as providing the range of Work Club support, Chris' involvement in the project will bring IAG careers advice directly to the work club and make it easier for attendees to take advantage of this provision.

DALS and Careers@Derby staff attended the Big Local Event at Merrill College on 25th July and there has also been a publicity drive again in local shops, but also through Jobcentre Plus who have now started to actively refer to the Work Club. The Work Club was closed for two weeks during August, but in spite of this, attendance for the quarter has remained on target with 18 new people joining the project in September.

Case Study

Terry

Terry was already accessing the service of Careers@Derby but needed additional support closer to home as it was costing him to get into Derby from Allenton. Chris had made the Job Centre aware of the Job Club and a combination of Job Centre Plus advisors and those at Careers@Derby served to sign post Terry to the Job Club which was local to where he lived.

Terry had worked in warehousing, but had been a full-time carer for the last 10 years and had lost confidence and the IT skills to apply for jobs on line. Also, as is traditionally the case in this sector, Fork Lift Truck licences that Terry gained were retained by the employer.

Terry was applying for work in warehousing but getting nowhere as he didn't have a current Fork lift truck licence and couldn't afford a course.

Chris was able to put a case together to apply for funding for a training course from the Allenton Big Local Bursary Fund and Terry was re-assured that there could be a light at the end of the tunnel. This news and the continuity of one to one support encouraged him to stay motivated and also increased his confidence and belief that he could return to work.

Prior to a decision being made around the bursary Terry gained full time employment with Pennine Health Care in warehousing.

Quotes

- Chris has been a great help!! Thank you very much Chris.
- Keep up the good work of helping people like me and others who rely on your support
- Looking forward to next Monday
- I enjoy coming to the centre as it helps me for education in the future

Outcomes the project has contributed to

Tell us what difference you have made in relation to the SLA outcomes and more widely in the area.

The Work Club was set up to meet the requirements of the Allenton Big Local Plan 2014-16 Priority 3 – Creating opportunities for training and employment - Reducing Barriers

To meet the aim within this priority, we set out to:

- Improve Work related skills
- Improve opportunities for employment

As a consequence, the Work Club undertakes the following activities to meet the above aim and Priority:

- Creating CVs
- Filling in online and paper application forms where necessary
- Writing covering letters
- Help with interview skills
- Job searching via Universal Job match and other job websites
- Using the Universal Skills software programme that allows job seekers to gain various skills that will help them when applying for jobs
- Promotion and actual enrolment on other learning opportunities such as English and Maths Functional Skills, Computers, and Employability skills offered by DALs.
- Referral to the Careers@Derby service (formerly National Careers Service) for further Information, Advice and Guidance about career choices.

Timescales

Is project on track? If not what are you planning to do to address the issues?

The project is on track to meet overall targets and has already seen an increase in the number of IAG sessions as described earlier. The target for IAG should be reached and offer is also available for job seekers attending the project to continue this support at the Careers@Derby centre in Curzon Street should they wish to.

Average attendance per session has increased in recent weeks and is now averaging about six. In addition we have decided to continue through lunch so that job seekers can get support at a time that suits them.

The number of referrals through Jobcentre Plus has increased as a result of discussions with individual JCP staff, but also with Managers. Further meetings with Managers are planned in the

Autumn.

Plans for next reporting period

What are you going to do next? Are there any activities we should know about?

Publicity will be broadened out beyond the Allenton area so that residents who are attending other events or activities in the City will be made aware of the Work Club.

Chris will also be seeking feedback from participants to gauge the interest in other activities that could be run at the Work Club. This could include short workshops on areas of interest e.g. Interview preparation or visiting speakers.