

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	
<b>Project outcomes (from SLA)</b>  Average of 10 attendees per session 50 attendees per year Of which: 25 receive Careers Information, Advice and Guidance 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	September – December 2016	Nr and age of people benefiting from the project during the reporting period	51 Attendees 16+
<b>Introduction</b>  <i>Tell us basic information about the project and its outcomes and aims for reporting period.</i>  <b>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:</b> <ul style="list-style-type: none"> <li>• Free access to computers, telephones and stationary</li> <li>• Training in the use of Universal Job Match using the 220Soft Universal Job Match training programme</li> <li>• Coaching and support for individual job search</li> <li>• Evidence of job search activity to meet Job Centre Plus requirements for those claiming Job Seekers Allowance</li> <li>• Opportunity to meet other job seekers</li> <li>• Links to Allenton Library to enable jobseekers to use library facilities for independent job search</li> <li>• Referrals to Careers@Derby for on-site individual careers information advice and guidance (at no cost to Allenton Big Local)</li> </ul>			

**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 2016 Cumulative total	28 Sep 2016 Cumulative total	21 Dec 2016 Cumulative total	28 March 2017 Cumulative total	Contract target April 2016– March 2017	Comments
No. of sessions held to date	11	19	30		45	
Average attendance per half day session	11	10	10		10	
Total No. of new attendees to date	39	43	59		50	
No. who have done job search activities	22	24	33		40	
No. who have received IAG advice from Careers@derby	17	19	26		25	
No. referred to additional employability / learning activities	7	8	26		40	
Case Studies	1	0	3		4	

## Report

From July until October I was absent from running the Job Club due to injury but returned at the beginning of October. I have renewed my links with Job Centre Plus Advisors and other organisations that would feed into the Job Club and have started to see a rise in new referrals to the Job Club.

Information, Advice and Guidance sessions are given on Monday where time allows or as additional appointments on a one to one basis, if appropriate, at other times.

Tracking is limited at the moment but I managed to check up a few individuals and the two case studies I have used demonstrate progression, either into further learning or employment. Currently I have no volunteer support as both recent volunteers have progressed back into employment and the structure of coming to the Job Club and for them to feel worthwhile has helped them maintain motivation to get to that stage.

I am currently looking out for volunteers to help in the New Year.

Chris Walker, Work Club leader, December 2016

### Case Study 1

John has accessed the Work Club on a regular basis throughout the year as he lives in Allenton and this means he can keep his travelling costs to a minimum. If the Job Club wasn't on his doorstep he would probably have to go to Derby or Sinfin. Allenton Work Club has allowed him to carry out thorough job searching with additional support from myself or volunteers as and when required. After a long time out of work John eventually gained short term work for three months through an agency on an aerospace assembly line which was followed by a shorter contract working in food manufacturing.

John said "My confidence has improved and the help I received with my CV and keeping me motivated really helped. Thanks very much."

### Case Study 2

Tina was referred to the Job Club by her Job Centre Plus Advisor. She has recently been moved from Employment Support Allowance to Job Seekers Allowance. This has been a difficult transition for Tina as she has not had employment since 1992 and in addition she faced other barriers back into employment due to poor literacy and numeracy skills.

A CV has been produced to allow her to start searching and a Universal Job Match account was also set up for her and the CV uploaded to the site.

A skills assessment was also carried out as part of a Careers Guidance session and Tina was referred to Derby Adult Learning Service for assessment to start a literacy and numeracy course. She has started the numeracy course and starts literacy in January. She has also had an interview for

employment and, although she was unsuccessful, this has served to build up her confidence.

Being away from the work place for so long had affected her confidence and she had become withdrawn and found it hard to socialise and used to spend a lot of time on her own. She has told me that the interaction with other learners on the course and other people at the Work Club has improved her self-confidence. "Before I didn't get out, but now I get out more".

#### Timescales

*Is project on track?*

**Yes, although referrals to additional learning are down slightly. However there is normally a surge in the New Year so anticipate that figure improving.**

*If not what are you planning to do to address the issues?*

**Will have copies of the new course brochures at the Work Club.**

#### Plans for next reporting period

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

**We will attend the Allenton Big Local events on December 17<sup>th</sup> and January 10<sup>th</sup> 2017 to help promote the Work Club further.**

**We will continue to review access to the Work Club by non ABL residents. There are several non residents regularly attending the club as most of them live close by. At present there is scope to include them without having any impact on the ABL residents who attend. There is a camaraderie developing amongst the regular attendees that could be lost if attendance was restricted to residents and the numbers attending decreased. However if the number of non-residents increase to the extent that ABL residents cannot get the support they need then access to the Work Club by non-residents will be restricted.**