

JOB CENTRE PLUS

DIRECTORY OF SUPPORT

Calderdale

October 09

jobcentreplus

Employability Skills Programme

What is the Employability Skills Programme?

Offers opportunities to enhance employability, secure and sustain employment and improve the basic skills of literacy, language and numeracy. Customers have the opportunity to gain nationally recognised qualifications. ESP is funded by the Learning and Skills Council.

Provision Information

This is a voluntary programme for JSA customers and is open to customers from day 1 of unemployment. Customers can choose to train part-time (under 16 hours) or full-time (20 hours). The Foundation Skills Programme is for customers with basic skills needs below Entry Level 3 and the Employability Skills Programme for customers with basic skills needs at Entry Level 3 to Level 2. Provision includes:

- Foundation Skills – develops job-search, job applications, interview techniques, offers the opportunity to gain literacy and numeracy qualifications.
- Employability Skills – the same as Foundation Skills plus offer the opportunity to gain an employability qualification and also offers a work placement.

Eligibility – aged 18+ in receipt of a Working Age Benefit

Contact Details

Provider	Area Covered	Address	Post Code	Contact Details
Direct Training Ltd	Kirklees	7th Floor Crown House Crown Street Halifax	HX1 1JB	Tel: 08450 535320

NB: Referrals via Jobcentre Plus only

European Social Fund

What is the European Social Fund?

Newstart for unemployed migrant workers and refugees who have arrived in this country within the last 18 months and have permission to work.

First Step Engagement for those customers furthest away from the labour market who are facing multiple barriers to work and disadvantage in the labour market.

Job Support for those customers who are new to claiming JSA or JSA customers who are harder to help i.e. persistent returners to JSA or pre and post New Deal customers.

Provision Information

Newstart

Activities include:

- Support and guidance to a wide range of migrant workers/refugees including converting qualifications and arranging upgrades.
- Providing elements of learning culture, financial awareness, bill paying, work ethic, grooming/personal appearance, interpersonal skills etc.
- Ensuring each participant has adequate English language skills appropriate to their intended working environment.
- A CV service and job search facilities.
- Work placements/tasters should be available for a 2 week period.
- Short occupational certificated training e.g. manual handling, food hygiene; health and safety etc
- Post employment support for the first 13 weeks of employment

Many participants will not hold satisfactory documentation that enables employers to complete identification checks prior to employment as required by legislation. The provision will help, assist and mentor the participant to put together a portfolio of evidence of identification and will fund the search and production of these documents.

Eligibility - for unemployed migrant workers and refugees in receipt of a Working Age Benefit who have arrived in this country within the last 18 months and have permission to work (excludes Asylum Seekers).

Contact Details

Provider	Area Covered	Address	Post Code	Contact Details
QEDA4e	Calderdale	Janjua Chambers Black Swan Passage George Street Halifax 1-3 George Square	HX1 1HA1HF	07807 317906

1st Step Engagement

The provision will address the needs of those customers furthest away from the labour market. The provision will deliver an innovative service model that connects people furthest from the labour market to address their barriers to work, subsequently moving them towards and into employment. Activities include:

- A caseworker model delivered with caseworkers keeping in touch with individuals throughout their time on the project.
- Detailed Initial Assessment and individually tailored action plan.
- Sign posting to the most suitable way forward for the individual.
- Soft skills – including motivational, confidence building, overcoming barriers to work, life skills, debt advice/money management, change, assistance to overcome real and perceived barriers to employment.

- 2 week part time motivational course to introduce beneficiaries to the concept of work including Incapacity Benefit customers to progress towards joining Provider Led Pathways to Work.
- Work tasters suitable for the participants employment aims
- Post employment support for up to 12 months.
- Bespoke short part-time motivational course for lone parents who have attended a Work Focused Interview and declined to join NDLP.
- Advice, guidance and support for lone parents who are working part time under 16 hours a week to encourage them to increase their hours to enable them to leave benefit.

Caseworkers will work with other outreach workers from partner organisations e.g. Social Services, Children’s Centres, Housing workers etc.

Eligibility – in receipt of a Working Age Benefit.

Contact Details

Provider	Area Covered	Address	Post Code	Contact Details
Jobstep	Calderdale	1 Park Row Brighouse	HD6 1AB	Tel: 01484 713180
Halifax Opportunities Trust (HOT)	Calderdale	Hanson Lane Enterprise Centre Hanson Lane Halifax	HX1 5PG	Tel: 01422 347392

Job Support

For those customers who are new to claiming JSA or JSA customers who are harder to help i.e. persistent returners to JSA or pre and post New Deal customers. The provision will engage with the following JSA customers:

- Customers making a first claim to Jobseekers Allowance (JSA)
- Customers making repeat claims to JSA
- Customers transferring from IB and IS to JSA

Model 1

To support new JSA customers who are closer to the labour market. Activities include:

- Individually tailored training/action plan.
- Jobsearch – including interviewing techniques, overcoming hurdles to employment, skills/strengths/experience, labour market intelligence, CV’s, job leads, telephone techniques, mock interviews.
- 2 day motivational course to improve soft skills – including overcoming barriers to work, life skills, personal appearance, work ethic etc
- Work tasters – suitable to the customer’s employment aims.
- Short term qualifications such as CSCS, Health & Safety, Food Hygiene, First Aid etc.
- Access to child care and care for dependant persons, where caring responsibilities are a barrier to labour market participation.

- 13 weeks post employment support with a minimum of weekly contact.

Model 2

To support the harder to help JSA customers who have more complex needs i.e. persistent returners to JSA and pre and post New Deal customers. Activities include:

- All activities within model 1 but provision will recognise the more complex needs of persistent returners to JSA and the harder to help New Deal customer group. Additional activities should include:
- One to one support
- Mentoring
- Post employment support up to 6 months
- Support to prepare customers to enter New Deal provision
- Support for customers who have been unsuccessful in securing employment whilst on New Deal and are in the Follow Through period.

Eligibility - for customers who are new to claiming JSA or JSA customers who are harder to help i.e. persistent returners to JSA or pre and post New Deal customers.

Contact Details

Provider	Area Covered	Address	Post Code	Contact Details
A4e	Calderdale	<i>District Bank Chambers</i> , 1-3 George Square Halifax	HX1 1HF	01422 369898

NB: Referrals via Jobcentre Plus only

New Deal

What is New Deal?

New Deal aims to help unemployed adults into sustained work. It provides a wide variety of individually tailored support, including training, advice and work experience.

Provision Information

New Deal is a key element of the Government's Welfare to Work strategy. It aims to give unemployed people new opportunities to study, train and gain work experience so that they have the skills that employers want and are able to find lasting, worthwhile jobs. Employers may be entitled to a subsidy towards a person's weekly wage.

Eligibility - New Deal 18-24 customers must be unemployed and claiming Jobseekers Allowance for 6 months, New Deal 25+ customers must have been

claiming JSA and unemployed for 18months. There is early entry to New Deal subject to early entry criteria being met and at the Advisers discretion.

Contact Details

Provider	Area Covered	Address	Post Code	Contact Details
BEST	Calderdale	Croft Myll West Parade Halifax	HX1 2EQ	01422 369313
A & R Training	Calderdale	3 Clare Road Halifax	HX1 2HX	01422 323812

NB: Referrals via Jobcentre Plus Only

New Deal Self Employment

What is New Deal Self Employment?

The provision targets those customers who are considering starting their own business.

Provision Information

Stage 1 - Awareness and Assessment

The provider will ensure that the customer is fully aware of what self-employment entails, explore the viability of their business idea and assess whether the customer has the personal attributes necessary to become independently self-employed.

Stage 2 – Business planning

Stage 2 is to establish whether there are reasonable prospects of the participant’s business idea leading to a sustainable business that is compatible with their individual circumstances.

Includes short courses offering participants basic information about setting up and running a business. The course will usually be one day per week over a period not exceeding eight weeks and should culminate in the production of a business plan approved by the provider

Stage 3 - Test Trading

This gives the participant the opportunity to experience the realities of setting up and running a business with the necessary training and support from an expert provider whilst continuing to receive their benefit. Test trading can last up to a maximum of 26 weeks, however the aim is for participants to move into independent self-employment as soon as it is realistic for them to do so.

Eligibility - New Deal 18-24 customers must be unemployed and claiming Jobseekers Allowance for 6 months, New Deal 25+ customers must have been

claiming JSA and unemployed for 18months. There is early entry to New Deal subject to early entry criteria being met and at the Advisers discretion.

Contact Details

Provider	Area Covered	Address	Post Code	Contact Details
Norfolk & Waveney Enterprise	Calderdale	The Novus Centre The Conge Great Yarmouth Norfolk,	NR30 1NA	Tel: 01493 335680

NB: Referrals via Jobcentre Plus only

New Deal For Musicians

What is New Deal For Musicians ?

New Deal for Musicians (NDfM) was introduced to enable unemployed musicians, who are participating in either the New Deal for 18 to 24 year olds or New Deal 25+ programmes, to pursue a career in the music industry.

Provision Information

NDfM aims to help unemployed musicians progress into careers in all types of music, whether self-employed or as artists under contract. NDfM offers musicians:

- Access to advisory support from a specialist Music Industry Adviser (MIA) during the Gateway period and beyond;
- An Open Learning route, lasting up to 26 weeks, based on a national set of workbooks relevant to the music industry;
- Support and guidance from a Music Open Learning Provider (MOLP) who will support participants through a range of open learning materials and provide jobsearch support; and
- Flexibility on the existing self-employment route to give continued access to open learning materials and to allow test trading as part of a band.

Eligibility - New Deal 18-24 customers must be unemployed and claiming Jobseekers Allowance for 6 months, New Deal 25+ customers must have been claiming JSA and unemployed for 18months. There is early entry to New Deal subject to early entry criteria being met and at the Advisers discretion.

Contact Details

Provider	Area Covered	Address	Post Code	Contact Details
Armstrong Learning	Calderdale	21 Saville Mount Leeds	LS7 3HZ	Tel: 0161 2477733

NB: Referrals via jobcentre Plus only

Pathways to Work

What is Pathways To Work?

Pathways to Work helps people in receipt of Incapacity Benefits or the new Employment Support Allowance by providing impartial advice, training and support to help individuals gain suitable and sustainable employment.

Provision Information

1. Occupational Support

Occupational Support is delivered by health professionals from Occupational Therapy and Nursing backgrounds, who have experience of working within the NHS, Social Services, voluntary or private sectors. The provision will deliver a person centred service supporting customers to manage their health in order to return to sustainable employment. Through brief interventions an Occupational Support Coach will help individuals to identify specific challenges preventing them from returning to work and help them to develop self-awareness and knowledge to promote change.

2. Independence Course

The aim is for all customers to have a healthy return to work.

Activities will include:

- Techniques around coping strategies both emotionally and socially in the work place
- Reducing concerns about being stigmatised
- Helping to successfully manage the transition to work
- Promoting a healthy work life balance
- Anxiety Management Techniques for successful interviews and future employment

3. Directions Course

To encourage the customer back into work by building up their confidence and motivation. The customer will leave the event with a clear understanding of what they need to do next and how that can be achieved.

4. In Work Support

The Occupation Support service In Work Support offers up to 12 months support for those entering employment. Activities include:

- Timely individual support tailored to the customer needs. The frequency and duration is agreed with the customer.
- Support can include telephone contact, individual sessions or postal of help material.

Eligibility – for customers in receipt of Incapacity Benefit or the Employment and Support Allowance.

Contact Details

Provider	Area Covered	Address	Post Code	Contact Details
Lifeline	Calderdale	11 Wards End Halifax	HX1 1BX	Tel: 01422 510000

Progress To Work/Progress To Work Link Up

What is Progress to Work/Progress to Work Link Up?

Supports customers with a history of drugs misuse, an offending background, homelessness or alcohol misuse.

Provision Information

The overall aim of Progress to Work / Progress to Work Link Up provision is to help customers overcome the barriers they face as a result of their substance misuse, alcohol addiction, homelessness, and/or offending background; improve their employability and enable them to find and sustain employment.

Eligibility for Progress2Work:

Customers are those fully unemployed and disadvantaged in the labour market due to drugs misuse who have completed drug treatment programmes, or are stabilised but still undergoing drug treatment and need additional help to get into work.

Eligibility for Link Up:

Ex-offenders on final release or having served a recent custodial sentence (within the last 12 months) or serving a non custodial sentence under the supervision of the probation service. Within the offender customer group priority will be given to:

- Those serving non custodial sentences, particularly those at most labour market disadvantage
- The homeless where homelessness is a significant contributing factor to the individual’s labour market disadvantage.
- Alcohol misusers where the alcohol misuse is a significant contributing factor, to the individual’s labour market disadvantage.

Contact Details

Provider	Area Covered	Address	Post Code	Contact Details
Lifeline	Calderdale	11 Wards End Halifax	HX1 1BX	Tel: 01422 510000

Skills For Jobs

What is Skills for Jobs?

Offers sector specific routeways for customers to gain a better understanding of job roles, within their chosen occupational sector. Also offers pre-employment training for specific employer vacancies. Skills for Jobs is funded by the Learning and Skills Council.

Provision Information

Skills for Jobs is open to customers from day 1 of unemployment who are 19+. Skills for Jobs offers three different types of Routeways - Generic Routeway, Sector Routeway and Pre-Employment Training Routeway.

Generic Routeway

Generic Routeway is aimed at customers who want to work, but are unsure what area of work they want to go into. All customers will be offered an Information, Advice and Guidance session to help them to decide if they have the right skills and choice of career path. Attendance is 15 hours a week for 6 weeks.

Sector Routeway

Sector Routeway is to give customers a better understanding of job roles within their chosen sector and help them to understand the skills they need for specific job roles. Sector Routeways are available in:

- Retail – customer service, sales, stock, team work etc
- Care – care worker responsibilities, health and safety, team work, food hygiene etc
- Hospitality – customers service, food and drink, legislation, food hygiene, team work etc
- Catering – legislation, customer service, team work, food hygiene
- Customer Care – customer service, recognising customer needs, communication, complaint handling
- Administration – types of communication, diary management, filing, use of office equipment, in house computer systems
- Contact Centre - inter-personal communication techniques, customer care, developing customer relationships

Each Sector Routeway is 30 hrs spread over two, 3 day weeks (15 hrs per week).

Local Employment Partnership (LEP) Routeway

This is specifically for employer vacancies. The training will be developed in discussion with the employer through the Local Employment Partnership process.

Eligibility – aged 19+, living in West Yorkshire and qualified to Level 2 or below (do not need to be in receipt of a Working Age Benefit).

Contact Details

Provider	Area Coverer	Address	Post Code	Contact details
BEST	Calderdale	Croft Myll West Parade Halifax	HX1 2EQ	Tel: 0845 0742902

Work Preparation

What is Work Preparation?

Work preparation is an individually tailored, work-focused programme designed to meet the individual needs of customers with a wide range of health or disability problems and prepare them for work.

Provision Information

Work Preparation can help customers adjust and get used to a working routine and work environment. It can help customers to make a more effective occupational choice by finding out what kind of work is suitable for them taking into account their health problem or disability. The programme consists of either in house or placement provision.

Eligibility – in receipt of a Working Age Benefit.

Contact Details

Provider	Area Covered	Address	Post Code	Contact details
Remploy	Calderdale	Blenheim Court 19 George Street Oxfordshire	OX16 5DP	Tel: 01925 661548
Literacy Lifeline	Calderdale	223 Regent Street Nelson Lancashire	BB9 8SQ	Tel: 01282 699435
Calderdale	Calderdale	Curriculum	HX1 2HX	Tel: 01422

College		Development Francis Street Halifax		250747
Worklink	Calderdale	Silver Street Aspley Huddersfield	HD5 9AG	Tel: 01484 223527

NB: Referrals via Jobcentre Plus only

Work Step

What is Work Step?

Workstep provides individual tailor made support to people whose disabilities present significant difficulties in finding or keeping employment.

Provision Information

Workstep is an employment programme with places available either in the provider's own factory/workshop or "external" employers. The type of support available can include job coach or trainer, mentor; access to learning and development and in some cases a wage subsidy.

Eligibility - people who are disabled as defined by the Disability Discrimination Act and whose disability presents significant barriers to work. In receipt of JSA for six months or more or in receipt of IB, SDA or IS or ESA.

Contact Details

Provider	Area Covered	Address	Post Code	Contact details
Remploy	Calderdale	Skinner Lane Pontefract	WF8 1HX	Tel: 0845 6015878
Workwise	Calderdale	Unit 16a Calderdale Business Park Club Lane Halifax	HX2 8DB	Tel: 0142 364092

NB: Referrals via Jobcentre Plus only

Rapid Response Service

What is the Rapid Response Service?

The Rapid Response Service (RRS) aims to provide pro-active and flexible support in a redundancy situation to help people move quickly into work by offering training and vocational qualifications up to a maximum of 12 months in duration. Where existing Jobcentre Plus provision or that from partner organisations (Yorkshire Forward/LSC) cannot meet the needs of the individuals affected by redundancy (e.g. provision or timescales involved) the following services may be made available

- **Skills Transfer Analysis (STA)** - to help identify individual's transferable skills and training needs relevant to the local labour market.
- **Job Focused Training (JFT)** - to assist individuals with appropriate training and certification linked to employment or self-employment and linked to the local labour market. The intention is that these are short courses that will help people move closer to the labour market.
- **Action Fund (AF)** – to pay for appropriate one-off support to address individual barriers to re-employment linked to specific job offers, e.g. equipment, clothing or fares to training. Action Fund may only be used where the needs of the customer cannot be met or funded through any other provision this can now be used for a variety of purposes to assist individuals to move back into employment, such as paying for alternative premises to hold advice and guidance sessions for groups of employees where the employers, Jobcentre Plus, or partners premises are unavailable.

Services are delivered by qualified careers advisors and include:

- **Skills and Experience Assessments** – help to identify existing skills and areas for development.
- **CV development** – help to compile an effective CV or enhancing an existing CV.
- **Application Form support** – providing advice and guidance on completing job applications.
- **Interview preparation and performance** – providing advice and guidance on preparing for job interviews.

Eligibility - individuals can access RRS support under threat of redundancy, during their notice period and for up to 13 weeks from the date they become unemployed.

nextstep

What is nextstep?

The nextstep service provides labour market focused information and advice services for adults which will support progression in learning, work and careers. nextstep offers three services through a Universal Service, Universal Plus and a Differentiated and Personalised Service. nextstep is funded by the Learning and Skills Council.

Universal Service

- Learning and training opportunities and learner support advice
- Where to get information on national, regional and local job vacancies, voluntary opportunities and opportunities in self employment
- Careers and occupational/sector profiles
- Advice and support on obtaining qualifications/getting credit for existing skills and experience
- Access to group sessions/ generic drop in workshops
- Access to drop in job search workshops
- HE access and funding advice
- Skills for life screening and referrals

Eligibility- all customers over 20 can access the Universal Service for information and advice whether they are unemployed or employed, recently made redundant, under threat of redundancy or long term unemployed.

Universal Plus

- More in-depth face- to –face support. Same level of service as Differentiated and Personalised Service but a one off advice intervention.
- Jobcentre plus customers qualified at level 3 and above
- Individuals facing redundancy or newly redundant who are qualified to level 3 and above with outdated skills

Differentiated and Personalised Service

- Minimum of 2 face to face interventions
- Action Planning - identifying goals and targets
- Agreement on next steps - exploring options, agreeing interventions and or/ referral into specialist services
- Support for learning or work - provision of in depth support
- On going support – regular motivational calls, emails or face to face meetings follow up at 1, 3 and 6 months after completion

Eligibility - all customers over 20 can access the Differentiated and Personalised Service, particularly those yet to achieve a full level 2 or 3 qualification. Priorities are:

- Low skilled adults/people with a learning difficulty or disability
- Adults unemployed or at a distance from the labour market
- Older people

- Offenders or ex-offenders
- People from ethnic minority backgrounds

Call the local nextstep centre on 0845 0521040

Newly Unemployed Offer

What is the Newly Unemployed Offer?

For JSA customers who have recently left employment and who are likely to find work quickly but are unfamiliar with looking for work.

1 Hour Group Information Session – A one hour presentation to give information about modern jobsearch techniques/tools, advice on sources of information and signposting to further on-line support. Provision includes:

- Places to look for jobs/locally available jobs
- CV's and how to use them
- Application forms and letters, preparing for interviews
- Other types of employer interviews and selection techniques
- Additional help available from Jobcentre Plus
- Careers advice and Leaflets.

One to One Coaching Session - Designed to give customers practical help on modern jobsearch tools/techniques i.e. internet jobsearch and recruitment sites including searching and applying for jobs on-line. Provision includes:

- Practical help to show how to use modern jobsearch tools/techniques
- Demonstrate how to use the internet to show recruitment sites, will include searching and applying for jobs on-line.
- To determine what level of support the customer still needs and make a referral to either a 1 day provider led seminar for non-professionals or existing programme Centre provision

1 Day Provider Led Seminars (non-professionals) – Aimed at newly unemployed job ready JSA customers from non-professional occupational backgrounds who lack the up to date jobsearch skills required to enable them to conduct effective jobsearch. The seminar will give the customers a chance to acquire the knowledge, skills and confidence to successfully and quickly find and secure relevant jobs, using up to date jobsearch tools/techniques and recruitment channels, plus an action plan setting out key next steps.

1 Day Specialist Provider Led Seminars for Professional/Executive Customers – Aimed at newly unemployed job ready JSA customers from professional/executive occupational backgrounds who lack the up to date jobsearch skills required to enable them to conduct effective jobsearch. The seminar will give the customers a chance to acquire the knowledge, skills and confidence to successfully and quickly find and secure relevant jobs, using up to date jobsearch tools/techniques and recruitment channels, plus an action plan setting out key next step to securing a job.

Eligibility – new claimants to JSA.

NB – The Newly Unemployed Offer is in addition to existing Jobcentre Plus provision. Referrals via Jobcentre Plus only.

Jobseekers Allowance 6 Month Offer

What is the 6 month offer?

A guarantee of additional help for those claiming JSA over 6 months.

Provision Information

Recruitment Subsidy

A recruitment subsidy of up to £1000 is available to all employers who offer 6 month plus JSA customers employment that is expected to last at least 26 weeks and consist of an average of 16 hours per week. The recruitment subsidy has been designed to minimise the administrative burden on employers. Employers may be eligible to claim additional support for in-work training through Train to Gain support provided by the Learning and Skills Council (LSC) worth up to £1500.

Self Employment

The offer targets those customers who are considering either:

- starting their own business; or
- starting a job that is offered on a self-employed basis.

For those thinking of starting their own business, Jobcentre Plus is working in partnership with Business Link. Jobcentre Plus will provide a weekly payment of £50 for 16 weeks (Self-Employment Credit) designed to help the customer in the first few months of self-employment.

Volunteering Option

The aim of the volunteering option is to help customers who may find it difficult to compete in the labour market to improve their prospects of finding permanent employment. All Personal Advisers (PAs) will be responsible for identifying suitable customers who may benefit from a volunteering placement. If the customer expresses an interest in undertaking volunteering work they will be referred to a brokering organisation for an interview. The broker will identify the types of placements available in the local area which could help the customer achieve their employability aim. Take up of a volunteering placement is not mandatory and customers will not be sanctioned if they do not engage with this option.

Work Focused Training

This will provide training through Further Education (FE) colleges that will either up skill or reskill customers so that they are able to get a job and continue the training while they are working, either through in-work training (Train to Gain or apprenticeships) or through part-time provision.

The Work Focused Training option provides customers with access to either part-time training or 2 weeks full time (over 16 guided learning hours per week) training followed by part time training (up to 16 hours) the duration of which will differ depending on the customers needs. The training prepares customers for real employment opportunities within the local labour market.

The provision available through this offer is funded by the Learning and Skills Council and generally delivered by FE colleges for Jobcentre Plus customers. The aim is for the Customer to move into full time employment and continue with their training whilst in work i.e. through Train to Gain.

Eligibility – In West Yorkshire the six month offer is only available to those customers aged 25 and over and who have been claiming JSA for six months or more. 18 – 24 year olds will continue to participate in the existing New Deal for Young People. Referrals via Jobcentre Plus only.

Young Person's Guarantee

What is the Young Person's Guarantee?

The recent budget announced a guaranteed offer of a job, work-focused training, or meaningful activity to all 18 to 24 year olds before they have reached the 12 month stage of a claim to JSA.

Provision Information

The guaranteed offer will consist of:

- New jobs created through the Future Jobs Fund
- Routes into work between 2-8 weeks leading into an existing job in a key employment sector, 100,000 jobs to be created nationally of which 50,000 will be in the Adult Care Sector.
- Work-focused training between 13 and 26 weeks
- A place on a Community Task Force, delivering real help within their local community.

The guarantee will be in place from early 2010 with some jobs on the Future Jobs Fund starting as early as October this year.

NB In West Yorkshire the Community Task Force and Work Focused Training will not be available until Flexible New Deal is introduced. Young people will continue to access the existing New Deal Options.

Future Jobs Fund

The Future Jobs Fund, worth £1.2 billion to the end of March 2011, aims to create 150,000 new jobs for young people and/or those living in an unemployment hotspot. The Future Jobs Fund will be administered by the Government, with Local Authorities and others bidding into it against key criteria:

- The jobs will be real jobs, lasting at least 6 months for 25 hours a week and paying at least national minimum wage
- Additional jobs that would not have happened without the Future Jobs Fund
- The work undertaken must be of benefit to the local community.

NB - Referrals via Jobcentre Plus only