

Scottish Borders Youth Employment Activity Plan 2015-16



*Information on learning, training and support for the journey into
work: A guide for young people and those who support them*

Youth Employment Activity Plan 2015/16 – Scottish Borders

Introduction

Addressing youth unemployment is a priority of the Scottish Government and this was demonstrated in December 2011 with the appointment of Angela Constance, the Minister for Youth Employment. This was the first appointment of its kind in the UK.

Ms Constance launched *Opportunities for All* in April 2012 which is an explicit commitment to young people in Scotland that offers a place in learning or training to every 16-19 year old not currently in employment, education or training. This unprecedented commitment ensures that all young people have the opportunity to improve their chances of sustainable employment through learning or training. It also ensures that the post-16 system focuses on supporting those at risk of disengaging and those who have already done so.

The current Minister for Youth and Women's Employment Annabelle Ewing has reinforced "a number of cultural issues which we all need to work together to address. As a society we will do better if we can benefit from the skills, talents and innovation of all our people, which is why we are committed to enabling everyone to participate fully in the workforce, especially groups that are currently underrepresented."

Youth Employment Strategy

Following the launch of Opportunities for All, the Scottish Government published Scotland's Youth Employment Strategy in June 2012 detailing their commitment to providing more opportunities for young people. The Strategy describes ways in which those working with young people can contribute to increasing youth employment: <http://www.scotland.gov.uk/Resource/0039/00396371.pdf>.

Developing Scotland's Young Workforce (DSYW)

The Commission for Developing Scotland's Young Workforce was set up in January 2013 to provide recommendations to Scottish Ministers on how Scotland's approach to vocational education and training could be improved, and how the Scottish Government could get more employers involved in all aspects of education and employing more young people. In June 2014, the Commission published its final report 'Education Working for All', which sets out 39 recommendations with a clear focus on driving the creation of a world class vocational education system to reduce youth unemployment by 40% by 2021 <http://www.gov.scot/Publications/2014/12/7750/downloads>

The Scottish Borders Youth Employment Activity Plan (YEAP)

The Scottish Borders Youth Employment Activity Plan (YEAP) reflects local partnership delivery arrangements and details referral routes for 16+ opportunities. The YEAP provides a simple route map highlighting local provision to support young people into employment through a staged process, at the core of which is the identification of individual need. This provision is mapped against the employability pipeline stages 1- 5 and gives practitioners throughout the Scottish Borders key information to help them in their day to day contact with young people (aged 16 – 24) providing a clear picture of the range of services available.

Lead responsibility for the regular review of the YEAP sits with the Opportunities For All Group. The current membership is as follows:

- Skills Development Scotland
- Scottish Borders Council
- Job Centre Plus (DWP)
- Borders College

The Scottish Borders YEAP is a living document and will be updated, monitored and evaluated on a regular basis to ensure that it supports the work of Opportunities for All in the local area..

Performance Indicators

We will continue to develop the performance indicators that we will apply to the local area and we will use the following information sources to inform our work: -

- 16+Dat Hub Reports and analysis
- Skills Development Scotland Community Planning Partnership reports which are published twice yearly and include School Leaver Destination Results and Employability Fund information <http://www.skillsdevelopmentscotland.co.uk/statistics/community-planning-partnership-reports/>
- Skills Development Scotland briefings for the Scottish Borders which give regular updates on activities to support the Local Authority area <http://www.skillsdevelopmentscotland.co.uk/resources/sds-briefings/>
- Skills Development Scotland Labour Market Information for regular comprehensive information on the Scottish Borders

In addition [LMI across Scotland](#) provides an overview of:

- Employment rates
- Claimant count unemployment
- Top 10 vacancies by occupation
- Youth unemployment

Our Skillsforce – SDS resource which pulls together information on skills related support from local authorities, colleges and national and business t organisations

[Skills support for employers in Scotland | Our Skillsforce](#)

[My World of Work](#) is Skill's Development Scotland's web service for individuals, offering valuable information and resources to people in Scotland looking for jobs or developing their careers.

Scottish Borders Employability Pipeline

The guide is arranged to correspond with the pipeline approach to skills and employability as referenced in Scottish Government's [Youth Employment Strategy](#). This model is characterised by five stages which is useful when considering the range of support required for different groups of young people on the journey toward and into sustained employment. However, it is important to be aware that people progress at different rates and it is not always essential to move through every stage of the pipeline. It is vital that each young person starts at the stage of the pipeline that is suitable for them and that they are supported to progress through a route toward an outcome which works for them as individuals.

The Pipeline Stages

- **Stage 1 – Referral / Initial Engagement**

Stage 1 interventions are designed for our most vulnerable young people. Many young people experience disrupted school education for a wide range of reasons. This may result in poor educational outcomes; a significant disadvantage in the labour market, irrespective of economic conditions. Re-engagement with education and training for this group is a critical step in the route to sustained employment. Such re-engagement often requires a wide ranging package of intensive, often prolonged, support tailored to the needs of the individual.

- **Stage 2 – Barrier Removal**

At this stage, young people still require a significant level of support to help them to remain engaged and move forward in terms of meeting their educational, skills, personal and social development needs.

- **Stage 3 – Vocational Activity / Non-Advanced Further Education**

Stage 3 programmes have a specific employability focus and are usually designed for young people who are close to the labour market but require to brush up on their general employability skills, develop some sector specific skills and potentially gain some work experience of the workplace.

- **Stage 4 – Employment / Advanced Further Education**

Programmes at this stage are designed for young people who are job ready and require support to access appropriate employment.

- **Stage 5 – In Work Support / Aftercare**

After a young person has found a job, continued support for them and their employer can be critical to ensure they sustain employment.

Scottish Borders Strategic Skills Pipeline – Young People 16 – 24 years

Stage 1 Referral/Engagement Activity Life and Personal Skills	Stage 2 Barrier Removal and Development Activity Core Skills	Stage 3 Vocational Skills and Focused Training	Stage 4 Employer Engagement and Support - Job Matching/Broking	Stage 5 In-Work/Skills Development Aftercare
SDS Careers Information, Advice and Guidance				
<p>Activity Agreement</p> <p>SDS</p> <p>My World of Work</p> <p>Partners DEA Specialist Agencies eg Housing Services Health Professionals Social Services Criminal Justice Drug & Alcohol Support</p> <p>Borders College Skills for Independence</p> <p>Learning Disabilities Service</p> <p>Volunteering</p>	<p>Activity Agreement</p> <p>SBC Employment Support Service Vocational Training</p> <p>CLDS Adult literacy/numeracy</p> <p>CLDS ESOL</p> <p>SDS Work Coach</p> <p>My World of Work</p> <p>Apex Scotland (EF)</p> <p>Momentum Scotland (EF)</p> <p>Borders College Skills for Learning and Work 1 Skills for Learning and Work 2 Prepare to Care</p> <p>Tomorrows People – Galashiels Works!</p> <p>LGBT Youth</p> <p>Jobcentre Plus</p> <p>Volunteering</p> <p>Young Adult Carers Service</p>	<p>SBC Employment Support Service</p> <p>Scottish Borders Council(EF)</p> <p>SDS Employer Recruitment Incentive ILA IES My World of Work</p> <p>Lifeskills Central (EF)</p> <p>Momentum Scotland (EF)</p> <p>Borders College(EF)</p> <p>Borders College Work Placements</p> <p>Community Jobs Scotland</p> <p>Positive Qualities</p> <p>Jobcentre Plus</p> <p>YouthBorders</p> <p>Borders Youth Theatre</p> <p>Langlee Job Club Employability Group</p> <p>Volunteering</p>	<p>SBC Employment Support Service Internships/Modern Apprenticeships</p> <p>SDS Adopt an Apprentice Our Skillsforce Contact Centre My World of Work</p> <p>Lifeskills Central (EF) Retail and Hospitality</p> <p>Business Gateway</p> <p>Borders College(EF) Train to Care Train to Gain Customized Training</p> <p>Jobcentre Plus Work Placements Work Club Flexible Support Fund</p> <p>Volunteering</p>	<p>SDS Modern Apprenticeships My World of Work Our Skillsforce</p> <p>Borders College</p> <p>Local Modern Apprenticeship Providers for Example BETA Borders College CITB Construction Skills Cardonald College Lifskills Central Ltd Macdonald Hotels PA Training Peebles Hydro Scottish Bakers Scottish Meat Training Scottish Rugby Union SNIPEF Thomas Cook Group Jobcentre Plus Work Club Flexible Support Fund</p> <p>Volunteering</p>

1				
Referral/Engagement Activity Life and Personal Skills				
<u>Project Name</u> Activity Agreements		<u>Main contact details</u> Emma Fairley – Opportunities for All Coordinator Emma.fairley@scotborders.gov.uk or 07500087483		
<u>Target Group</u> 16-19 Year Olds who have left school and are: <ul style="list-style-type: none"> • Unable to sustain full time training or employment • Looked after/Care leavers • Young parents • People with ASN or disabilities/Young carers • Young offenders/Young people with poor mental health 		<u>How to make a referral</u> Anyone can make a referral, referral form obtainable from Opportunities for All Coordinator		
<u>Delivery Locations</u> Borders Wide – Bespoke service delivered in young person's area		<u>Likely progression routes</u> Modern Apprenticeship, Employability Fund, college, employment, volunteering		
<u>No. of places per year</u> Variable		<u>Programme start dates (please note if restricted)</u> Continuous		
<u>Programme outline</u> It has been accepted that some young people may not be ready to successfully progress to one of the formal options available directly on leaving school and would benefit instead from a period of non-formal learning including personal and social development activity. Activity Agreements is a Scottish Government funded project. It is an agreement between a young person and a trusted professional/transition support worker that the young person will take part in a programme of learning and activity which helps them to become ready for formal learning, training or employment. The vision is that young people should be able to have their needs, abilities and aspirations recognised, understood and met within a supportive environment, which encourages them to make progress.				

1				
Referral/Engagement Activity Life and Personal Skills				
<u>Project Name</u>		<u>Main contact details</u>		
Skills for Independence (SCQF Level 1/2)		Joan Cairney Borders College – 0870 050 5152		
<u>Target Group</u>		<u>How to make a referral</u>		
16-19 years old students who have complex learning needs/ learning disability who are leaving school and progressing onto adult services/supported employment and full employment		Secondary schools in Scottish Borders including Howdenburn School and specialist schools from outwith Scottish Borders.		
<u>Delivery Locations</u>		<u>Likely progression routes</u>		
Borders College Scottish Borders Campus Galashiels		Onto year 2 of the programme and further progression onto SCQF 2/3 programmes e.g. Skills for Learning and Work.		
<u>No. of places per year</u>		<u>Programme start dates (please note if restricted)</u>		
Variable		August of each year.		
<u>Programme outline</u>				
The programme is an assessed award that focuses on learning new and maintaining skills for independence and future life. This includes money management, shopping, cooking, workplace experience, personal development and personal presentation, social use of language, thinking skills and ICT				

	Stage 2 Barrier Removal and Development Activity Core Skills			
<u>Project Name</u> SBC Employment Support Service Vocational Training		<u>Main contact details</u> B Brodie 01835 824000 bbrodie@scotborders.gov.uk		
<u>Target Group</u> 15 -18 (school leavers or intended school leavers)		<u>How to make a referral</u> Generally through schools or by contacting employmentsupportser@scotborders.gov.uk		
<u>Delivery Locations</u> Various		<u>Likely progression routes</u> Employability fund stage 2 or 3, further education		
<u>No. of places per year</u> Around 30-40		<u>Programme start dates (please note if restricted)</u> September 2015		
<u>Programme outline</u> Delivery of recognised qualification for those furthest from the labour market and about to or having just left school. Delivery is based in localities and involves delivery of hospitality units, employability units and Youth achievement awards. This course forms the first steps in preparing for work for students who require additional support.				

	Stage 2 Barrier Removal and Development Activity Core Skills			
<u>Project Name</u> Skills for Learning and Work 1 (SCQF 2/3)		<u>Main contact details</u> Joan Cairney Borders College – 0870 050 515		
<u>Target Group</u> 16-19 years old students who may have a learning difficulty/disability and have been identified as requiring additional support whilst learning either through the school transition process or either as a direct referral.		<u>How to make a referral</u> Secondary schools in Scottish Borders, SDS, direct entry students and self-referrals.		
<u>Delivery Locations</u> Borders College Scottish Borders Campus Galashiels		<u>Likely progression routes</u> Onto mainstream curriculum areas e.g. care, catering, construction, administration and IT etc, supported employment or open employment		
<u>No. of places per year</u> Variable		<u>Programme start dates (please note if restricted)</u> August of each year.		
<u>Programme outline</u> The programme is an assessed award that includes core skills, employability skills, workplace experience, money management, catering, outdoor skills and some construction activities.				

	Stage 2 Barrier Removal and Development Activity Core Skills			
<u>Project Name</u>		<u>Main contact details</u>		
Skills for Learning and Work 2 (SCQF 3/4)		Joan Cairney		
<u>Target Group</u>		<u>How to make a referral</u>		
16-19 years old students who may have a learning difficulty/disability and have been identified as requiring additional support whilst learning either through the school transition process or either as a direct referral.		Secondary schools in Scottish Borders, SDS, direct entry students and self-referrals.		
<u>Delivery Locations</u>		<u>Likely progression routes</u>		
Borders College Scottish Borders Campus Galashiels		Onto mainstream curriculum areas e.g. care, catering, construction, administration and IT etc, supported employment or open employment		
<u>No. of places per year</u>		<u>Programme start dates (please note if restricted)</u>		
Variable		August of each year.		
<u>Programme outline</u>				
The programme is an assessed award that includes core skills, employability skills, workplace experience, money management, catering, outdoor skills and some construction activities.				

	Stage 2 Barrier Removal and Development Activity Core Skills			
<u>Project Name</u> Prepare to Care		<u>Main contact details</u> Jayne Gracie at jgrac@borderscollege.ac.uk or Emma Fairley at Emma.Fairley@scotborders.gov.uk		
<u>Target Group</u> People who are interested in a career in Care		<u>How to make a referral</u> Applications on-line at Borders College web site		
<u>Delivery Locations</u> Hawick, Kelso and / or Galashiels		<u>Likely progression routes</u> Employment, training, education full and part time basis		
<u>No. of places per year</u> 2 x groups with 12 x students per group		<u>Programme start dates (please note if restricted)</u> September / October 2015 April 2016		
<u>Programme outline</u>				
<p>The Prepare to Care course has been delivered in the Scottish Borders since 2006 and is a partnership between Scottish Borders Council Social Work Department, Community Learning and Development, Skills Development Scotland and Borders College.</p> <p>The 10 x week programme (1 x day per week) covers subjects such as preparing people to work in the social care sector, awareness of anti-discriminatory practice, skills and values relevant for the care sector, communication skills . It also covers registration requirements with the Scottish Social Services Council including the Codes of Practice that all care students have to abide by.</p> <p>The students are assessed on their learning and can achieve 1 x SQA units in Values and principles at SCQF Level 4. Students also complete a PVG Disclosure form in preparation for 6 x day work place experience.</p> <p>The support for students comes from the different partner providers and includes building a CV, preparation for interviews. The student success is measured in overall achievement of the SQA unit as well as successful outcomes for moving onto education, training and employment.</p>				

	Stage 2 Barrier Removal and Development Activity Core Skills			
<u>Project Name</u> LGBT Youth Scotland (Borders)		<u>Main contact details</u> Hope Robertson 01896 753873 07912 759837 Hope.robertson@lgbtyouth.org.uk		
<u>Target Group</u> 13-25 year old young LGBT people		<u>How to make a referral</u> Email, phone, text		
<u>Delivery Locations</u> Rowland's, Selkirk; Eyemouth Community Centre, Eyemouth.		<u>Likely progression routes</u> Initial contact and introduction in way best suiting young person/referrer, typically phone call or email. Options for support presented to young person to choose what best suits their needs/capacity: 1-2-1 face-to-face or online using Facebook; phone call or drop-in to meet at group, or attend entire group session.		
<u>No. of places per year</u> N/A		<u>Programme start dates (please note if restricted)</u> Rolling.		
<u>Programme outline</u> The youth group offers support, informal learning and social opportunities for young LGBT people or young people who may be experiencing challenges around their sexual orientation and gender identity. My work includes outreach within communities and across partnership networks to support colleagues through training and referral. Support is also extended to schools and all environments where young people are, with a focus on equality, diversity and inclusion.				

	Stage 2 Barrier Removal and Development Activity Core Skills			
<u>Project Name</u> Apex Scotland		<u>Main contact details</u> Tracy Hall - Personal Development Mentor tracyh@apexscotland.org.uk		
<u>Target Group</u> 16-18 years 25 spaces 18-24 years 5 spaces		<u>How to make a referral</u> Referrals can be made via Skills Development Scotland, Local Authority and the DWP. Eligibility needs to be clarified , if under 18 this needs to be done by Skills Development Scotland		
<u>Delivery Locations</u> 47 A Ladhope vale Galashiels		<u>Likely progression routes</u> Participants can progress onto the next stage of the pipeline , further education, or employment		
<u>No. of places per year</u> 30		<u>Programme start dates (please note if restricted)</u> This is a rolling programme.		
<u>Programme outline</u> Participants will attend the centre over four days a week. Provision will be needs led and based upon a sound assessment framework, participants will be supported to address any perceived barriers that is preventing a move in to training, further education and or employment. Participants can expect to work upon all areas of employability that will enhance the options and choices of future progression. Participants will be offered the chance to build upon qualifications and experiences within the world of work.				

	Stage 2 Barrier Removal and Development Activity Core Skills											
<u>Project Name</u> Tomorrows People - Galashiels Works!		<u>Main contact details</u> Mark Timmins Project leader mtimmins@tomorrows-people.co.uk 01896 754014										
<u>Target Group</u> 16-24 years old, not in education, employment or training, from across the Scottish Borders		<u>How to make a referral</u> Just pick up the phone or email us to arrange an initial meeting										
<u>Delivery Locations</u> Galashiels		<u>Likely progression routes</u> We have 3 main progression routes: employment, education or training										
<u>No. of places per year</u> Maximum 60 per year, the course runs 4 times a year with a maximum of 15 participants per course.		<u>Programme start dates (please note if restricted)</u> <table border="0"> <tr> <td>October 12th - December 18th</td> <td>2015</td> </tr> <tr> <td>January 18th - March 25th</td> <td>2016</td> </tr> <tr> <td>April 18th - June 24th</td> <td>2016</td> </tr> <tr> <td>July 11th - September 16th</td> <td>2016</td> </tr> </table>			October 12th - December 18th	2015	January 18th - March 25th	2016	April 18th - June 24th	2016	July 11th - September 16th	2016
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April 18th - June 24th	2016											
July 11th - September 16th	2016											
<u>Programme outline</u> Galashiels Works runs 4 programmes a year and over the 10 weeks of each course, the emphasis is on personal confidence building, skills analysis and employability skills including; CV writing, job search, application writing and interview skills. The young people undertake a series of community challenges and undertake the John Muir award to build their self-confidence and add new skills and qualifications to their CV's. The programme operates 5 days a week over the 10 weeks from 9.00 in the morning to 1.00 pm, allowing the young people to develop a clear working ethos, which is critical to their ability to gain and maintain a job. The project maintains a 65-75% success rate in getting young people into employment, education or training.												

	2 Barrier Removal and Development Activity Core Skills			
Project Name CLDS Adult literacy/numeracy		Main contact details CLD Workers (adult learning) across the Borders		
Target Group Adults 16+ who have left school who wish to improve their literacy/numeracy skills		How to make a referral Contact the local CLD Worker (adult learning): Eyemouth Sandra Millar 07787766893 smillar@scotborders.gov.uk Duns, Coldstream, Kelso, Jedburgh Catherine Hadshar 07787845406 chadshar@scotborders.gov.uk Selkirk vacancy interim contact Oonagh McGarry 01835 824000 ext 8012 omcgarry@scotborders.gov.uk Peebles Margaret Smail 07788410378 mssmail@scotborders.gov.uk Earlston Becca Childs 07788190519 bchilds@scotborders.gov.uk Hawick Rita Docherty 07825386316 rdocherty@scotborders.gov.uk Galashiels Claire Stewart 07920190572 cstewart@scotborders.gov.uk		
Delivery Locations Community based across the Borders		Likely progression routes Borders College, CLD service and partner community based learning opportunities, volunteering, employment		
No. of places per year Provision is planned in response to demand. Waiting lists operate on occasion if demand outstrips capacity. Currently no waiting lists in operation.		Programme start dates (please note if restricted) Rolling provision. Learners are interviewed as soon as possible after referral and signposted into appropriate provision. There may occasionally be a wait for a suitable provision to start.		
Programme outline Each learner negotiates an Individual Learning Plan (ILP) with their tutor. This ILP details learning goals and steps required to achieve these. We work to a social practice model which builds on skills each learner already has, and uses the motivations and interests of each learner to promote independent learning and successful achievement of learning goals. Learning takes place in small groups. On occasions individual learning can take place to meet particular needs, when required. Note, there is more likely to be a waiting list for individual learning. Accreditation up to SCQF level 4 (communication, numeracy, employability, Personal Development) may be included in the learning programme.				

	2 Barrier Removal and Development Activity Core Skills			
Project Name SBC CLDS English for Speakers of Other Languages (ESOL)		Main contact details Veronica Blackwood esol@borderscollege.ac.uk Margaret Smail 07788410378 mssmail@scotborders.gov.uk		
Target Group Adults 16+ who have left school and who wish to improve their English language skills		How to make a referral Contact Veronica Blackwood in the first instance		
Delivery Locations Community based across the Borders		Likely progression routes Borders College, CLD service and partner community based learning opportunities, volunteering, employment		
No. of places per year Provision is planned in response to demand in communities where there is sufficient demand for a class to be viable. Waiting lists may operate.		Programme start dates (please note if restricted) Learners are interviewed as soon as possible after referral and signposted into appropriate provision. There may occasionally be a wait for a suitable group to start.		
Programme outline <p>Literacies: if a learner has a literacy need in their first language please refer directly to the local CLD Worker (see literacy/numeracy provision). If you are not sure whether this is the case, please refer to Margaret Smail.</p> <p>Beginners: 6 week (plus) course takes learners through the basic English required to get by living in Scotland. Contact Margaret Smail.</p> <p>Conversation: 8 week mixed level group gives learners the opportunity to develop and use English speaking and listening skills. Contact Margaret Smail.</p> <p>Certificated classes SCQF levels 2-4: support learners to further develop English skills for employment. Contact Veronica Blackwood.</p>				

	2 Barrier Removal and Development Activity Core Skills			
<u>Project Name</u> Young Adult Carers Service		<u>Main contact details</u> Border Carers Centre		
<u>Target Group</u> 18-25 year old (approximately)		<u>How to make a referral</u> Tel: 01896 752431		
<u>Delivery Locations</u> Borders Wide		<u>Likely progression routes</u> Education, Training or employment		
<u>No. of places per year</u> Variable		<u>Programme start dates (please note if restricted)</u> On-going		
<u>Programme outline</u> We support those caring for someone who has a longer term illness, disability, drug or alcohol issue. A Carers Assessment/ Support Plan can be requested for a carer through Border Carers to help ease the caring role to allow the carer to make the most of their own time, this would include them considering entering education or employment.				

		Stage 3 Vocational Skills and Work Focused Training		
Project Name SBC Employment Support Service Employability Fund Stage 3		Main contact details B Brodie 01835 824000 bbrodie@scotborders.gov.uk		
Target Group 16 -25 (school leavers)		How to make a referral by contacting employmentsupportser@scotborders.gov.uk		
Delivery Locations Borders Wide		Likely progression routes Employment, Modern Apprenticeship, further education		
No. of places per year 23		Programme start dates (please note if restricted) Roll on roll off delivery		
Programme outline 12 week work experience with an appropriate employer Trainees receive a training allowance and travel expenses. Job searching to secure appropriate work Support by co-ordinator				

		Stage 3 Vocational Skills and Work Focused Training		
<u>Project Name</u> YouthBorders		<u>Main contact details</u> Clare de Bolle, Chief Officer, Langlee Complex, Galashiels TD1 2LP 01896 755110 Clare@youthborders.org.uk		
<u>Target Group</u> 8-25 year olds in total. Employability programmes 14-25yrs		<u>How to make a referral</u> Directly with us and we can signpost out to the relevant locality manager/group		
<u>Delivery Locations</u> Border wide		<u>Likely progression routes</u> Volunteering and skills development, projects, leadership, local links with organisations/businesses and also qualifications towards youth work as a career		
<u>No. of places per year</u> N/A		<u>Programme start dates (please note if restricted)</u> Ongoing		
<u>Programme outline</u> YouthBorders is the network of third sector youth organisations and non-uniformed clubs across the Scottish Borders region. YouthBorders aims to maximise young people's full potential through the provision of quality educational and social opportunities. Its membership currently covers 35 groups across the Scottish Borders, supporting over 3,100 young people. Members range from youth organisations, clubs, youth cafes and information projects, as well as specialist projects, such as arts projects and mentoring projects. YouthBorders has 7 generic lead organisations based around the 9 high school localities and their work includes drop in sessions, activities (e.g. sport/dance/art/crafts/photography/music/bike mechanics) and project led or themed sessions. Many also have an employability worker or transitions worker to help support their young people from school onwards. Whilst it does not offer a specific employability programme, YouthBorders has an overview of what is going on across the region and can signpost and put young people in touch with the club or organisation nearest to them or highlight specific projects that might be of interest to the young person. It offers training and personal development opportunities, as well as business links and involvement. Volunteering is an integral part of YouthBorders and its members. Systems are in place to make sure volunteers are welcome and are supported in their work and involvement in the club. There are opportunities for young people and volunteers to take part in training and specific projects to develop their skills and confidence as well as offer crucial social interaction and the chance to make friends. There is also the opportunity to train as a youth worker, a path many have chosen once they have volunteered and enjoyed it so much.				

		Stage 3 Vocational Skills and Work Focused Training		
<u>Project Name</u>		<u>Main contact details</u>		
Borders College Course Work Placements		Borders College Joanne George		
<u>Target Group</u>		<u>How to make a referral</u>		
70% of all full time students from across all curricular areas.		Students supported by work placement officers and lecturing staff to source suitable work placement		
<u>Delivery Locations</u>		<u>Likely progression routes</u>		
Across the whole of the Borders region		Employment Higher Education Further Education		
<u>No. of places per year</u>		<u>Programme start dates (please note if restricted)</u>		
No limitations but target figure is 70% of full time students		Various		
<u>Programme outline</u>				
70% of full time students are required to undertake a work placement as part of their course. The student will spent a period time in an employer's workplace carrying out particular duties or tasks as an employee would, with the emphasis on the whole learning experience. The student will have the opportunity to apply their learning and skills and improve their knowledge and understanding, as well as prepare for life in the workplace.				

		Stage 3 Vocational Skills and Work Focused Training		
<u>Project Name</u>		<u>Main contact details</u>		
Borders Youth Theatre		Judy Collins www.bordersyouththeatre.co.uk		
<u>Target Group</u>		<u>How to make a referral</u>		
Individual young people 15 - 25		contact above initially		
<u>Delivery Locations</u>		<u>Likely progression routes</u>		
possible various across Scottish Borders		Further Education Courses in Theatre Arts/Acting/Production		
<u>No. of places per year</u>		<u>Programme start dates (please note if restricted)</u>		
maximum 2 or 3		by arrangement		
<u>Programme outline</u>				
<p>What <u>may</u> be available is a work experience placement or a placement during a BYT major project.</p> <p>The nature of the placement will be finalised following discussion. There are three possible options:</p> <ul style="list-style-type: none"> - one week placement, working with/shadowing a BYT workshop leader as he/she works with individual groups - a weekly placement over a period of a school term with a workshop leader working with one particular BYT workshop - a placement assisting with a one or two week major holiday project. <p>A placement cannot be guaranteed – it will depend on the work being undertaken by staff at a particular time. It will certainly follow considerable discussion to ensure a useful placement.</p>				

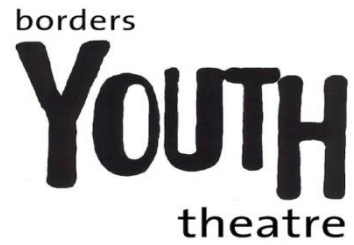
		Stage 3 Vocational Skills and Work Focused Training		
<u>Project Name</u> CLDS Langlee Job Club (drop in)		<u>Main contact details</u> Alison Watson 01896 664160		
<u>Target Group</u> 16 – 64 resident in Langlee		<u>How to make a referral</u> Phone or email acwatson@scotborders.gov.uk with contact details		
<u>Delivery Locations</u> Training Room, Langlee Centre		<u>Likely progression routes</u> Volunteering or work		
<u>No. of places per year</u> 12		<u>Programme start dates (please note if restricted)</u> Friday 4 th September 9.30 – 11.30am		
<u>Programme outline</u> Create or update your cv Know your skills and qualities Job searching Explore my World of Work Mock interviews Complete online job applications Qualification available: SQA Employability First Steps				

		Stage 3 Vocational Skills and Work Focused Training		
<u>Project Name</u>		<u>Main contact details</u>		
CLDS Employability Group		Becca Childs 01896 664160		
<u>Target Group</u>		<u>How to make a referral</u>		
16+ adults unemployed and employed		Self or agency referral to the above number		
<u>Delivery Locations</u>		<u>Likely progression routes</u>		
Langlee Complex, Galashiels.		Borders College / Sustaining employment / gaining employment		
<u>No. of places per year</u>		<u>Programme start dates (please note if restricted)</u>		
Approx. 6		Rolling, on-going programme. Thursdays 5.30-6.30pm		
<u>Programme outline</u>				
<p>An employment group has been running at the Langlee Complex for over a year and aims to support adults to improve their literacies skills for work and support employees to sustain employment. The group runs in the evening to make it accessible to people in work. Learners develop an individual plan and work to meet literacies goals they have set themselves. There is a strong focus on development of relevant skills in literacy, numeracy information, communications technology. Learners are encouraged to register on My World of Work, which is a career planning tool. The group is supported by trained volunteers. Six learners attended over the year.</p>				

		Stage 3 Vocational Skills and Work Focused Training		
<u>Project Name</u> Community Jobs Scotland		<u>Main contact details</u> Margaret Simpson M.B.E, Scottish Borders Social Enterprise Chamber, 1 Orchard Park, St.Boswells, TD6 0DA		
<u>Target Group</u> 16 to 24 years 16 to 24 years with a disability or long term health condition (CJS part-time) 16 to 24 years care leavers 16 to 24 years young offenders who have recently completed their sentence Individuals must be currently unemployed and not accessing alternative Government support such as Work Programme or Work Choice		<u>How to make a referral</u> All referrals made through either Jobcentre Plus or Skills Development Scotland where all CJS jobs are advertised		
<u>Delivery Locations</u> Through Social Enterprise Chamber members organisations across the Borders		<u>Likely progression routes</u> CJS employees can be retained for an additional term through Employer Recruitment Incentives such as Youth Employment Scotland.		
<u>No. of places per year</u> 10 placements on average in each phase of the programme.		<u>Programme start dates (please note if restricted)</u> Start in August 2015		
<u>Programme outline</u> Full and part time job training opportunities for vulnerable and disadvantaged young people, including care leavers and those with a disability or long term health condition, aged 16-24. Eligibility from day 1 of unemployment with opportunities lasting between 6 and 18 months for a minimum of 16 or 25 hours per week. Availability of opportunities across all 32 local authority areas. Participants are paid at least the National Minimum Wage (NMW) with the possibility of earning the higher Living Wage depending on the third sector organisations circumstances. Extended employability support and job experience with the option of additional training to enhancing longer term job prospects and overall employability skills. Employees cannot access their ILA whilst on Community Jobs but have an allocated training allowance of £200 which can be accessed via SCVO <ul style="list-style-type: none"> • Increases the capacity of the Third Sector by providing financial support to host employers who deliver services to communities across Scotland; • Gives young people the opportunity to contribute to their local communities 				

		Stage 3 Vocational Skills and Work Focused Training		
<u>Project Name</u>		<u>Main contact details</u>		
Life Skills Employability Fund – Stage 3		Michelle Mitchell e-mail :- michelle.mitchell@lifeskillscentres.com Tel :- 01896 758964		
<u>Target Group</u>		<u>How to make a referral</u>		
16 – 17 year old and 18 – 24 year olds		Through Skills Development Scotland Careers Advisor		
<u>Delivery Locations</u>		<u>Likely progression routes</u>		
Galashiels		Stage 4 of E.F Pipeline, College, Job or Modern Apprenticeship		
<u>No. of places per year</u>		<u>Programme start dates (please note if restricted)</u>		
18 places – 2015/2016		Rolling programme anticipating the following numbers:- April/May - 6 Starts June/July - 6 Starts Sept/Oct - 6 Starts		
<u>Programme outline</u>				
<p>Pre-employability training which includes developing a C.V, letter writing, paper and online applications, job searching, My World of Work, Universal Job Match, interview questions and preparation, build confidence, self-presentation and body language, plus group activities to develop team work and interactive skills.</p> <p>As appropriate, working towards qualifications such as Certificate of Work Readiness and options on vocational training for sectors including hospitality, retail, customer service, warehousing, care, construction and security.</p> <p>Vocational work experience to develop skills and knowledge with desired sector to improve confidence and further enhance employability, in addition to qualifications/training gained to increase chances of sustainable employment.</p>				

			Stage 4 Employer Engagement and Support - Job Matching/Broking	
<u>Project Name</u> Life Skills Employability Fund – Stage 4		<u>Main contact details</u> Michelle Mitchell e-mail :- michelle.mitchell@lifeskillscentres.com Tel :- 01896 758964		
<u>Target Group</u> 18 – 24 year old and 25 + Age Range		<u>How to make a referral</u> Local Jobcentre Plus Office		
<u>Delivery Locations</u> Galashiels		<u>Likely progression routes</u> Job or Modern Apprenticeship		
<u>No. of places per year</u> 28 places – 2015/2016		<u>Programme start dates (please note if restricted)</u> Course 1 – Hospitality – 11.05.15 (5 Weeks) – 10 Places Course 2 – Retail - 06.06.15 (5 Weeks) – 5 Places Course 3 – Hospitality – 24.08.15 (5 Weeks) – 7 Places Course 4 – Retail - 26.10.15 (5 Weeks) – 6 Places		
<u>Programme outline</u> Employment focused training which includes developing a C.V, letter writing, paper and online applications, job searching, My World of Work, Universal Job Match, interview questions and preparation, build confidence, self-presentation and body language, plus group activities to develop team work and interactive skills. Where appropriate, working towards qualifications linked to client's vocational area and expertise including hospitality, retail, customer service, care, construction and security. Vocational work experience to develop skills and knowledge within the client's desired work environment, improve confidence and further enhance employability, in addition to qualifications/training gained to increase chances of sustainable employment.				



The Youth Contract will provide nearly half-a-million new opportunities for young people, including apprenticeships and work experience placements.

It also marks a substantial increase in the support and help available to young people through the Work Programme, Jobcentre Plus and sector - based work academies.

Supporting the Youth Contract could benefit your business in many ways including financially. A wage incentive may be available if you take on a young person through Jobcentre Plus or the Work Programme.

Wage Incentives

Until April 2015 employers are able to take advantage of 160,000 wage incentives. These are worth up to £2,275 each where they employ an eligible 18 to 24 year old through Jobcentre Plus or from the Work Programme.

In addition, a wage incentive scheme is available to employers who recruit a young disabled person from Work Choice in England, Scotland and Wales – a specialist disability employment programme that provides tailored support to help disabled people who have the most complex support needs.

Work Experience

Work Experience helps young people gain the experience they need to secure a job before they become eligible for the Work Programme.

For some young people a lack of understanding of the world of work or simply not being given a chance to prove themselves can prevent them from finding a job. We work with employers to offer 16–24 year old jobseekers the opportunity to overcome these barriers through offering them a Work Experience placement lasting two to eight weeks.

Young people undertaking a Work Experience placement will continue to receive their benefit and continue to look for permanent work. We will cover the costs of travel and childcare if required.

Sector-based work academies

Sector-based work academies are designed to help those who are ready for work and receiving benefits to secure employment.

A sector-based work academy can last up to six weeks and has three key components:

- Pre-employment training – relevant to the needs of your business and sector
- A work experience placement – of great benefit to both the individual and a business
- A guaranteed job interview

The key feature of sector-based work academies is that they offer a flexible approach and can be adapted to meet the needs of your business.