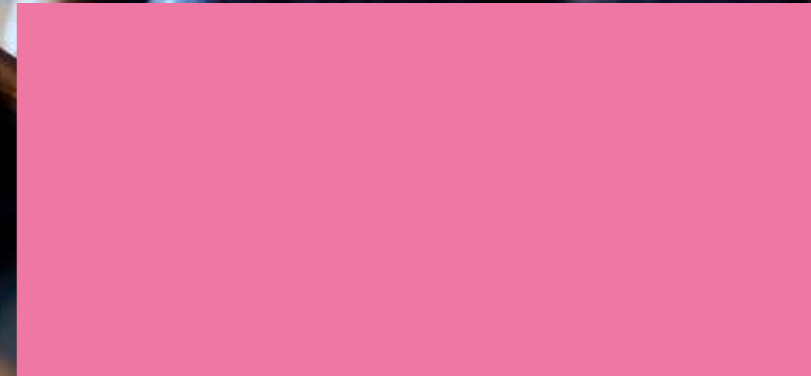
































EMPLOYABILITY, JOB SEARCH, CV AND INTERVIEW PREPARATION AND SUPPORT WITH GAINING EMPLOYMENT






















Service		Description	Eligibility	Contact	Where is it available			
					Bristol	BANES	S. Glos	N. Somerset
SEETEC Pluss		Create and source placement opportunities with employers, traineeships. Focus on people's strengths to develop the skills employer are looking for.	18+, currently unemployed	www.seetec.co.uk	●	●	●	●
National Careers Service (via Adviza)		Advice, guidance and support – explore career choices and progression option, search jobs, training and courses, identify skills, develop a personal action plan, write a CV and/or prepare for interviews.	19+ (or 18 if not in education, employment or training (NEET), needing support with getting a job or progressing within work.	www.adviza.org.uk/services/national-careers-service	●	●	●	●
West of England Works		One-to-one employment support, career planning and guidance service for unemployed people with multiple barriers to employment	Unemployed and economically inactive (particular focus on NEETs, carers, ex-offenders, those from a BME background, SEND, long term health issue or history of substance misuse)	www.westofenglandworks.org.uk	●	●	●	●
Skills Support for the Unemployed (SSU)		Delivering bespoke support and training for unemployed people who want to return to work but need new skills. Regulated and non-regulated courses offered as well as 121 support	Aged 18+ Unemployed with the right to live and work in the UK	www.weston.ac.uk/skills-support-unemployed	●	●	●	●
Intensive Personalised Employment Support (IPES) – via JobCentre Plus		One-to-one support and training to help you into work if you have a disability or health condition. Help with identifying jobs, match your skills to work, training and personal support. 15 months programme with an additional 6 months of on-the-job support if you find employment.	Between school leaver age and State Pension age with a disability or health condition. Unemployed and UK resident (England and Wales)	www.jobcentreplusoffices.co.uk/bristol-clevedon-jobcentre-plus-office	●	●	●	●
Work and Health Programme (WHP) (Seetec Pluss)		Support with identifying employment needs, matching skills to work available, making links with employers, finding long-term employment and managing health problems to reduce their impact on work.	SEND, out of work and have claimed benefits for 24 months, a carer or former carer, homeless, care leaver, forces, young person in a gang, victim of domestic abuse, ex-offender, addition.	www.seetecpluss.co.uk/getting-back-into-work/	●	●	●	●
Job Entry Targeted Support (JETS) (Seetec Pluss)		Separate to main WHP provision. Aimed at providing early access to labour market support for those made unemployed due to Covid-19. Support includes identifying opportunities, supporting interview training, addressing anxieties around Covid, signposting to further support etc.	Universal Credit (UC) All Work Related Requirements (AWRR) group and New Style Jobseekers Allowance claimants who have been unemployed and in receipt of benefit for at least 13 weeks (periods of furlough don't count towards the 13 weeks)	employment.bureau@pluss.org.uk	●	●	●	●


Service		Description	Eligibility	Contact	Where is it available			
					Bristol	BANES	S. Glos	N. Somerset
Clean Slate		Provide skills and training to people at risk of or affected by poverty and/or unemployment. Create paid work and other opportunities for benefit claimants, social tenants and low-paid workers as stepping stones towards reaching their potential. Produce financial wellbeing publication called 'Quids in'.	Aged 18+ in receipt of eligible benefit. Unemployed, those affected by poverty, social tenants and/or low paid workers.	www.cleanslateltd.co.uk		●		
Ways2Work Network		Network of employment support professionals and organisations. Weekly newsletters, online resources, Jobs fairs and advice days. The Ways2Work website also has a range of other resources to support people including links to online training and learning provision and support organisations.	All ages. Available to both those who are employed and unemployed.	www.ways2work.org.uk	●			
Ways2Work Network Job Match Service		Contact with employers who may have vacancies caused by Covid and the advertising of their vacancies through the Ways 2 Work Network, social media and other internal and external channels. Service is a direct response to Covid 19 as DWP has moved staff onto claims processing.	All ages. Available to both those who are employed and unemployed.	www.ways2work.org.uk	●			
Smart Works		Providing coaching, interview training and interview clothes for women currently unemployed and at risk of or affected by poverty and/or unemployment. Referral via a local Job Centre Plus, Work Programme provider, or another organisation that supports women back into work.	All ages, currently unemployed.	www.smartworks.org.uk	●	●	●	●
Adult Community Learning - B&NES		Bath College Adult Community Learning provides a wide range of courses intended for adults who want to increase their chances to find work, support their families or live independently. English and maths initial assessments and classes are offered free of charge to anyone who has not already obtained a grade C at GCSE	Aged 19+ in receipt of an eligible benefit such as Universal Credit, Income Support, Housing Benefit or in paid work and on a low income. Also low paid work and insecure income.	www.bathcollege.ac.uk		●		
Community Learning Bristol		The Community Learning Team is part of Bristol City Council's Employment, Skills and Learning Team. Providing qualifications for people with few or no qualifications and adults who are unemployed and have multiple barriers to learning and work.	Aged 19+ Check website for eligibility criteria for specific courses	www.communitylearningwest.net/about/	●			

Service		Description	Eligibility	Contact	Where is it available			
					Bristol	BANES	S. Glos	N. Somerset
Community Learning North Somerset		Community learning offers quality courses aimed at improving employability, health, wellbeing and confidence.	Aged 19+ in receipt of benefits, resident of North Somerset and fewer than 5 GCSEs or NVQ level 2.	www.n-somerset.gov.uk/my-services/jobs-training/training-courses/community-learning-courses				●
Self-employment with New Enterprise Allowance (NEA)		12-week business mentoring programme. You will be matched with a business advisor in your area who will guide you through the process of starting your own business and developing a business plan	Aged 19+ Eligibility criteria is for someone to be claiming out-of-work benefits and not being on another DWP-funded programme such as the Work and Health Programme or IPES.	www.peopleplusenterprise.co.uk/new-enterprise-allowance	●	●	●	●
WorkZone		121 Employment support for Bristol residents who are unemployed or in employment but ineligible for the Future Bright service.	19+ in receipt of eligible benefit and not eligible for Future Bright.	www.hww.org.uk/workzone	●			
Digital Inclusion Programme		Access to laptops, basic IT skills training, support from Digital Buddies etc. The laptops will 'loaned out' for a 12-month period – 120 available in total	Focus on those living in disadvantaged communities, NEETs, unemployed, low paid and/or insecure contracts. However, there is no eligibility criteria so the project is accessible to any individual as accessed as being suitable.	victoria.barvenova@n-somerset.gov.uk				●
Your Time NEETs		Providing support in the skills needed to get a job, careers advice and provide information on the types of jobs and industries available in the local area so young people can assess and explore their opportunities. Increasing engagement and risk of becoming NEET.	Aged 15+ NEETs with a right to live and work in the UK	www.dimensionstrainingsolutions.co.uk	●	●	●	●
Reboot West		Reboot West is a service that helps Care Leavers who feel they are ready to get into Education, Employment and/or Training (EET) opportunities. In addition to finding the right opportunities, the team work to help individuals to become ready for work also means working on confidence, self-worth and life skills.	Aged 17+ Care leavers, at risk of unemployment, NEET and/or homeless	www.1625ip.co.uk/What-We-Do/Reboot-West.aspx	●	●	●	●
Genesis Trust		Support for the homeless and vulnerable people teaching life skills courses and offering creative and practical activities to support and enable their journey towards a healthier, more fulfilling life. Also offering work experience work experience.	Aged 18+ and homeless, vulnerable, recovering from addiction and/or mental health problems.	www.genesisistrust.org.uk		●		
Youth Connect South West		Youth Connect provides a range of services for young people across BANES including advice & guidance, youth hubs, individual support, information and signposting. Includes digital inclusion.	13-19 groups, NEET support for 16-19. Currently available at the following locations; Paulton, Radstock, Westfield and Timsbury and at Bath-Southside Youth Hub.	www.youthconnectsouthwest.org.uk		●		

Service		Description	Eligibility	Contact	Where is it available			
					Bristol	BANES	S. Glos	N. Somerset
Womens Work Lab		Scheme aimed at getting 100 mothers back into employment. Includes coaching, mentoring, skills training and a work placement at one of the supporting employers. Funded via DWP and employer grants.	Mothers currently unemployed and on Universal Credit. 44% BAME, 80% lone parents and 60% survivors of domestic abuse.	camilla@womensworklab.co.uk	●	●	●	●
Bath Rugby Foundation		Work with a wide range of local community including disadvantaged children and their families, school children to help improve attainment and young adults & disability groups on inclusion, education & employability. Re-engagement, Employment & Training support through training programme in small groups and 1:1 sustainment support.	Aged 16-19 (up to 25 for SEND). NEET or deemed vulnerable, SEND, and local schools and families who would appear to benefit from their support.	www.bathrugbyfoundation.com		●		
Local Learning		Delivering functional, adult skills, qualifications, employability support and IAG to those with the greatest barriers to learning & employment. This includes ESOL and Employability programmes for Bristol City Council.	Dependant on course – check website for eligibility	www.local-learning.co.uk/about-us	●	●	●	●
Princes Trust		Building confidence, online employability courses, VC and interview techniques, careers advice and guidance, creating a learning plan, community projects through to support with starting and business and development grants to support course fees, equipment or childcare to help people take a step closer to employment and/or training.	Aged 16-30	www.princes-trust.org.uk	●	●	●	●
Babington Business College		Employability provision. Blended online and face-to-face delivery developing skills to support people towards employment.	Aged 19+ and not in work.	bristol@babington.co.uk	●	●	●	●
Learning Curve Group Limited		Foundation skills for work. Online courses with a focus on Health & Social Care.	Aged 19+ and not in work.	www.learningcurvegroup.co.uk	●	●	●	●
New Swindon College		Employability, Foundation Skills for Work and Learning for Personal Development provision. Online courses with a focus on Health & Social Care and Functional skills	Aged 19+ For individuals who are either in work or not in work.	www.newcollege.ac.uk	●	●	●	●
Templegate Training Academy C.I.C.		Engagement provision. Classroom-based delivery in Bristol of Functional Skills courses.	Aged 19+ and not in work.	www.ttacic.co.uk	●			
Capita		Employability provision. Online courses with a focus on Health & Social Care.		www.capita.com/careers	●	●	●	●

Service		Description	Eligibility	Contact	Where is it available			
					Bristol	BANES	S. Glos	N. Somerset
CJI Solutions		Engagement and employability linked provision. Centre based delivery of Functional Skills in Lawrence Hill.	Aged 19+ For individuals who are either in work or not in work.	www.local-learning.co.uk	●			
Gloucestershire College		Employability provision. Customer Service courses delivered online and two courses focussed on the Rail Industry which are delivered on site.	Aged 19+ and not in work. Focus on long-term unemployed, economically inactive adults, adults with low skills, lone parents and unemployed BAME adults.	www.gloscol.ac.uk	●	●	●	●
Seetec Business Technology Centre		Blended Online and class-based (Central Bristol) courses focussed on Business and Wellbeing	Aged 19+ and not in work.	www.seetec.co.uk	●		●	●
Bridgwater & Taunton College		Mainly online learning courses to support people into learning, develop skills to support people towards employment and to support people in employment towards higher paid, more stable work, as well as courses for personal development. Some of the courses are employer-based	Aged 19+ For individuals who are either in work or not in work.	www.btc.ac.uk	●	●	●	●
DCG (formerly Derby College)		Employer-based, online delivery with a focus on customer service and retail qualifications for volunteers working in charity shops	Aged 19+ and not in work.	www.derby-college.ac.uk	●			
WEA		Classroom-based delivery in Bristol with some online courses with a focus on employability, Functional Skills, IT and Creative courses	Aged 19+ and not in work.	www.wea.org.uk	●	●	●	●
Petroc		Employability and Learning for Personal Development. Courses are online and focused on Business Management and Health and Social Care.	Aged 19+ For individuals who are either in work or not in work.	www.petroc.ac.uk	●	●	●	●
South West Association of Training Providers		Delivery based at Southmead Hospital for learners wanting to get into the medical sector or to develop Functional Skills for people already working in the sector.	Aged 19+ For individuals who are either in work or not in work.	www.swatpro.org.uk	●			
National Star		Employability courses aimed at SEND learners. Courses focus on Business Admin and Customer Service and are delivered in North Bristol.	Aged 19+ and not in work.	www.nationalstar.org	●			
South Gloucestershire Council		Classroom-based courses delivered at a range of community venues to support people into learning, develop skills to support people towards employment and to support people in employment towards higher paid, more stable work as well as courses for personal development.	Aged 19+ For individuals who are either in work or not in work.	https://find-information-for-adults-children-families.southglos.gov.uk/kb5/southglos/directory/adult.page?adultchannel=0&channel=adult			●	

Service		Description	Eligibility	Contact	Where is it available			
					Bristol	BANES	S. Glos	N. Somerset
N-Gaged Training & Recruitment		Classroom-based (South Bristol) and online courses with a focus on Hospitality and Construction. Also offering courses around mental health support.	Aged 19+ For individuals who are either in work or not in work.	www.n-gaged.co.uk	●	●	●	●
Somerset Skills & Learning CIC		Engagement and employability courses delivered in face-to-face (classroom) in community-based locations.	Aged 19+ and not in work.	www.sslcourses.co.uk		●		
Wiltshire College and University Centre		Online and class-based delivery of employability, Functional Skills, Health & Social Care and Creative courses.	Aged 19+ For individuals who are either in work or not in work.	www.wiltshire.ac.uk	●	●	●	●
Carers Support Centre - looking for work service		Carers Support Centre is supporting carers and former carers aged 16+ to feel more confident and better prepared in seeking training and employment opportunities across Bristol, South Gloucestershire, BANES & North Somerset	16+ Unemployed for 12 months or more, carer or former carer, legal right to work in the UK and living in one of the four LA areas.	www.carerssupportcentre.org.uk/our-services/work-and-caring/looking-for-work	●	●	●	●
Dimensions		Supported Employment Service helping people with learning disabilities and autism including young adults leaving school/college and people seeking employment.	Different services for in school, 16-18 and 18+	www.dimensions-uk.org/what-we-do/supported-employment	●	●	●	●
Youth Education Service (YES)		Function skills qualifications in English and Maths from Entry level 1 to level 1 and Functional skills ICT qualifications at Entry level. Also delivering a personalised progression plan.	Aged 18+ and living in the Bristol area	www.youtheducationsservice.org.uk/what-you-can-do-with-us	●			
WorkZone		Supporting the unemployed to find work. Services include CV writing, matching skills with jobs, help filling in application forms, accessing volunteering and referral to other support agencies.	Aged 18+ and living in the Bristol area	www.hww.org.uk/workzone	●			
Sixteen Co-Operative		Sixteen provides specialist job coaching, support in education, support finding employment and in the workplace for people with a Learning Disability, Autism or other disadvantage.	Aged 16+ and living in the Bristol area	www.sixteencoop.co.uk	●			
Curo Workwise		Helping Curo residents living in B&NES aged 14-55 to build confidence and gain new skills through one-to-one coaching, activities and training; CV writing and working out a career direction; job and apprenticeship searching.	Aged 14-55. Curo resident living in BANES.	www.curo-group.co.uk/independent-lives/work-wise-help-finding-work		●		

Service		Description	Eligibility	Contact	Where is it available			
					Bristol	BANES	S. Glos	N. Somerset
Red Pen Editorial		Specialised support for jobseekers with dyslexia. Dyslexia affects 10-15% of people and creates significant disadvantages for individual jobseekers facing standardised recruitment processes.	Aged 16+ Cost is £50 per hour	www.redpeneditorial.co.uk/contact	●	●	●	●

Please note that the above list is a summary of key services available in the West of England. It is not intended to be a full list of all services, websites and information available within the region. Professionals delivering the services listed above will also be able to signpost to additional support where relevant and applicable.

These guides bring together the local, regional and national skills, training and employment services available to residents and businesses in the West of England.

The West of England Combined Authority has produced similar guides for the following areas:

- Careers Advice, Guidance, Coaching and Support Services for Individuals;
- Career Platforms and Skills Information Portals (Aged 11-18 and 18+);
- Traineeships, Kickstart, T-Levels and Apprenticeships;
- Upskilling, Reskilling and Progression within Work;
- Redundancy Support for Individuals;
- Support for Businesses; and
- Wellbeing, Mental Health, Neurodiversity and SEND and Individualised Support.

For further information or to notify us of any service, training and/or online tool to be included in future listings, please email skills@westofengland-ca.gov.uk

The organisations shown in the table are divided into the following categories:



