



Personal Development Programme

This programme is normally completed within a six week period. Course participants will have access to two sessions per week, a session being a morning or afternoon. The programme has been established to help people with disabilities to gather the personal skills and confidence that will enable them to find and keep a job.

Work Preparation Programme



Through this programme, people with disabilities can be placed for a six to thirteen week period with a mainstream employer to gain experience of being in a job. It can be used to help decide what kind of work someone wants to do or to find out if they are able to do it. Currently, Hansel can only offer this programme in Dumfries & Galloway, while the **Enable** organisation covers Ayrshire, Inverclyde and Renfrewshire.



If you feel that the WORKSTEP programme may be for you, you should speak to us at Hansel or to your Disability Employment Advisor at your local Job Centre. We are keen to hear from you if you require any further information about WORKSTEP.

If you wish to speak to us, please contact:



**Employment Service
Hansel Alliance
Broadmeadows
Symington, Ayrshire
KA1 5PU**

Tel : 01563 830340

Fax : 01563 830019

www.hansel.org.uk

Email : info@hansel.org.uk

We look forward to hearing from you

WORKSTEP

Under contract to :

jobcentreplus

Hansel Alliance
Broadmeadows
SYMINGTON, Ayrshire, KA1 5PU

Tel: 01563 830340

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Values + People = Futures

Who is Hansel Alliance ?

Opened in 1963, Hansel has long been established in the field of supporting people with disabilities to live as full lives as possible. We are acknowledged as providers of supported employment both in our own businesses and in mainstream employment. Hansel also provides residential and supported accommodation, community based services and day opportunities.

Hansel Alliance's Resources

Here at Hansel, we have a dedicated Employment Service Team who are available to provide you with the required support and assistance every step of the way, from initial referral to the WORKSTEP programme to finding and keeping a job.

Work is important to me

Most of us want a job. While we may want it for the money we will earn, there are other benefits from working. Work enables us to feel a part of "life" - for example, by contributing to making things, helping people and providing useful services. Work makes us feel needed. It gives us a sense of self worth.

What is WORKSTEP ?

WORKSTEP is a Jobcentre Plus programme offered to people with disabilities to help them into jobs, known as supported employment. Unlike some programmes, there is no time limit on how long you may be on WORKSTEP.

Hansel Alliance runs the programme in the West of Scotland and has years of experience in helping people with disabilities to find and keep work. We will find people the type of work that they want to do. Currently we have over 100 people in supported employment.

How does WORKSTEP work ?

Potential supported employees can refer themselves to Hansel or be referred through Jobcentre Plus, social work or various external agencies. Disability Employment Advisors arrange for people to be referred to the Hansel WORKSTEP programme.

Hansel will ask you about your work ambitions, assess your strengths and with you, decide the best way forward. This is summarised in a development plan tailored to the individual.

Opportunities exist for work tasters with Jobcentre Plus assistance or Hansel may go straight to looking for a suitable job for you. Hansel will contact employers, arrange interviews and accompany you to the interview. Hansel will also support you into your new job and will offer as much support as needed in the early days.

Will I keep some contact with Hansel ?

Yes. Once you have settled into your new job, one of our staff will be in contact as often as is needed. There are minimum two visits a year depending on the needs of you and your employer. Should any problems arise in-between, further visits and telephone contact will be made. We will meet with you and your employer to discuss your progress. Some people will move on into open employment after a time and Hansel is always delighted when someone progresses in this way.

What about my benefits ?

When you join the WORKSTEP programme, your benefits may change. Your benefit income will be assessed and compared to your income when you start a job. We want you to be better off and we can help find solutions if there is a problem.

What will I be paid ?

Supported employees receive the going rate for the job they are doing from their employer, just like all other employees. There is no additional payment for being on the WORKSTEP programme for the employee but access to help and support from Hansel is always available.