

Information for young people

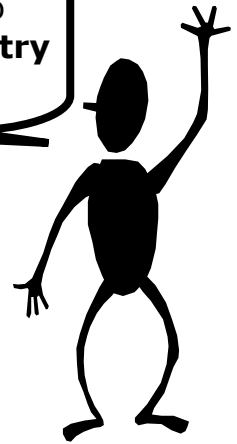


Most young people want to work in the future. This leaflet tells you who can help you **look for work**

Entry to Employment (E2E)

E2E can:

If you're not quite sure what you want to do and don't feel ready to get a job, you can think about **Entry to Employment (E2E)**.



Help you get where you want to be

Offer you the chance to try different jobs through work tasters and work experience

Help you learn new skills


Help you develop skills in IT, communication skills, number, reading and writing skills

Allow you to work towards qualifications

Provide a chance for you to meet new people and make new friends

If you are not ready to go straight onto E2E you can try Pre E2E
Pre E2E can help you get the skills and attitudes needed to get into E2E

Leaflet 5: Looking for work



If you want to start working straight away, you may want to think about an **Apprenticeship**. Apprenticeships allow you to work and get qualifications at the same time.

Apprenticeships

An Apprenticeship will help you to:-

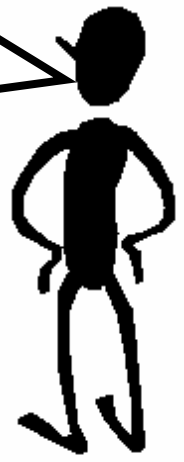
- Build your knowledge and skills
- Gain qualifications to do with your job
- Earn money



For more details contact your Connexions Personal Adviser



Work Solutions can help you find a job and support you at work. Work Solutions staff are called Consultants



Work Solutions Consultants can:

Meet you and talk about your skills

Help you find a job

Go with you when you start work to help you learn what to do

Leaflet 5: Looking for work



For more information call Work Solutions on:

Hitchin:	01462 431343
Apsley Hemel Hempstead:	01442 454464
Hertford:	01992 556393



New Deal for Disabled People (NDDP) helps people find work. NDDP is for people who get disability benefits

New Deal for Disabled People (NDDP)

NDDP
can:

Give you support, advice to help you produce a C.V, help you prepare for interviews, training and help to find a job

Talk to your employer to make sure they understand your skills

Support you once you start work and for a further six months in your new job

Help you find out how starting work will affect your benefits

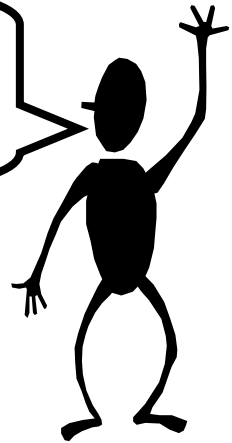


For more information call: 0800 5874103

Leaflet 5: Looking for work

Jobcentre Plus

Jobcentre Plus can help young people aged 18 and over look at job vacancies

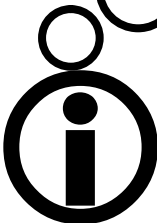
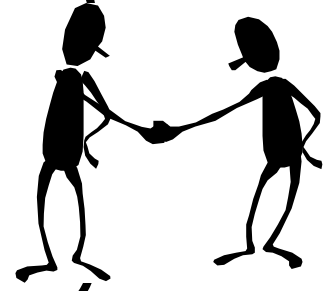


You can see all **Jobcentre Plus** job vacancies on www.jobcentreplus.gov.uk. You can also get help from Jobcentre Direct on **0845 606234**, or text phone **0845 6055255**

A **Disability Employment Adviser** can help you find a job by:

A Disability Employment Adviser (DEA) can help you if you have a learning difficulty or disability

- Talking to employers for you
- Arrange work experience
- Arrange training for you
- Help you get support you might need in a workplace



To find out more contact the **Disability Employment Adviser** at your local Job Centre – look in your local telephone book under “Jobcentre Plus”



Leaflet 5: Looking for work



- You can try out a job with support
- You can choose the type of work and hours you would like
- You will not get paid
- You will gain experience, meet new people, try new things, and gain confidence



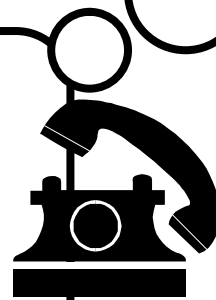
To find out more generally about voluntary work speak to your Connexions Personal Adviser

Millennium Volunteers

- There is a volunteering agency in Hertfordshire called **Millennium Volunteers**
- **Millennium Volunteers** help young people aged between 16 and 24 to find volunteering opportunities and placements

To find out more about **Millennium Volunteers** contact your nearest office:

Watford **01923 353631**
Cheshunt **01992 623990**



Or visit the website: www.mvherts.org.uk



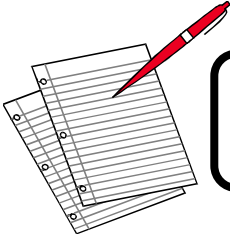
**How your
Connexions
Personal Adviser
(PA) can help you
look for work**

Your **Connexions Personal Adviser** can:

Talk through your ideas with you



Support you with CVs and filling in application forms



Show you job vacancies

You can look for jobs for young people on the internet at:-
www.connexions-hertfordshire.co.uk



Your Connexions Personal Adviser

Connexions Access Ability Team:

Tel **01462 704901**
Fax **01462 705001**
Minicom **01462 704901**
Email **accessability@connexions-hertfordshire.co.uk**