**Kirklees Employment Service:**

**Service Offer:**

Kirklees Employment Service is here to support you to achieve your goals and develop helpful strategies for coping in employment and day to day life. We offer 3 pathways for customers to choose from to begin tailoring support to your own needs. We also offer a 4th pathway which is for employers who are looking to support their staff and understand mental health in the workplace. A full summary of each pathway is given on page 2, we also have a helpful checklist system to help you decide which option might be best for you. If you are still unsure then please do not hesitate to call us on 01484 434 866 or email [Info.KirkleesES@RichmondFellowship.org.uk](mailto:Info.KirkleesES@RichmondFellowship.org.uk)

**Our helpful Checklist:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Pathway 1**  **Employment** | **Pathway 2**  **Peer Support** | **Pathway 3**  **Online** | **Pathway 4**  **Employers Only** |
| **Your Main Goal** | Employment  Education  Training  Volunteering (including volunteering with our service)  Placements  Retain in employment  Job change | Groups and Workshops to improve wellbeing and understanding of your mental health  Improve confidence  Become a Peer Support Champion and help others | To begin using both employment and peer support in your own time and at your own pace | For employers.  Support employees with workplace mental health  To retain staff  Recruiting  To support with phased returns  To improve organisation of mental health and employment |
| **How to refer** | Complete Customer Referral Form | Complete Customer Referral Form | No Referral Needed | Complete Employer Referral Form |
| **Support Time Frame** | 6 months (will be reviewed regularly and will be flexible based on needs) | 12 months (flexible based on needs) | No time frame | 6 months |
| **Types of meetings** | One to one with adviser:  Face to face  Video  Email  Phone  Online support | Face to Face  Zoom/Teams  Online support  Handbooks (self-help documents) | Online support | Face to face if required  Video  Email  Phone  Online support |
| **Resources Available** | Access to Peer Support and Online Resources  Personalised Support Plan.  Goals and achievements regularly reviewed.  Can also use pathway 2 and 3. | Presentations and resources from groups  The chance to talk with others with lived experiences  Online Resources  Can also use pathway 3 and refer to pathway 1 when ready. | Handbooks to complete  Links to other services  Links to mental health support  Employability resources such as CV guides, Job searching guides and interview tips.  Can refer to other pathways when ready | Online Resources  Links to helpful sites and guides  An Employer and mental health handbook  Tailored meetings with an adviser  Can signpost colleagues to all available pathways |

**Pathway 1 - Employment:** This pathway is for anyone who has a goal of getting into employment, education, training, or volunteering/placements within 6 months of starting with the service. We also offer retention support for people who would like support to stay in work, or support people to change jobs. You might not know exactly what you want to do and that is ok – you will be assigned a 1-2-1 employment adviser who will support you with all aspects of reaching your goal. You will have tailor made support plans which are regularly reviewed to help towards your aspirations. If you are interested in volunteering for our service, or somewhere else in Kirklees, this is the right option for you. You will receive a mix of face to face, phone, and email support. You will need to be engaged with your adviser and willing to complete tasks/courses between your sessions so that you get the most out of the service as possible. Pathway 1 also offers the opportunity to use pathways 2 and 3.

**Pathway 2 - Peer Support:**

Peer support is a service that offers a wide range of groups and workshops to help maintain or improve mental wellbeing before moving into employment/education/training/volunteering. Workshops and groups are delivered in a relaxed and informal environment with discussion and opinions encouraged. ‘Peer Support’ means that people are coming together to share their own experiences to support each other. The main of our Peer Support service is to provide an environment where those living with mental ill health and/or hidden disabilities feel safe and accepted, where people can share their experiences without fear of judgement and feel that they are just as important as other, where people can share their experiences to help other find helpful ways of coping – or just to have the knowledge that things can be manageable. Our workshops include Confidence to Work, Stress Management, Self Esteem and Resilience and many more. We also offer the opportunity for people to become peer support workers, volunteering their time to help at workshops, events or anything else you might think of. Pathway 3 is also available to people use Peer Support, and you can be referred into Pathway 1 when you feel ready.

**Pathway 3 - Online (self-help):** This is for people who just need some guidance, feel confident with self-help, and do not require 1-2-1 support; or those who are not feeling ready to take the step of 1-2-1 support or group support. Our online resources provide people with the opportunity to complete our peer courses as workbooks, has useful job tips, jobs boards and CV builders, along with pointers for every step of the employment process. All other pathways are available should the person like to receive additional support. You can access all service information and online resources from: [www.rfkirkleesemployment.org.uk](https://protect-eu.mimecast.com/s/HUWrCl5VGcoGQrDiLAbzt)

**Pathway 4 - Employer Engagement:** We can extend our support to organisations and employers in the Kirklees area. If you would like to develop your understanding of mental health within the workplace, have talks or training for managers and/or colleagues then we can help with this. We will work with the organisation to create a tailored plan, and we can also help with any retention, which means helping you to keep your staff in work or support them and you with a return to work. We are also able to support with recruitment for your company and provide volunteering opportunities to your staff if they would like to become Peer Champions. We do have an employer engagement section on the website, accessible here, which gives more information and resources.

Our New Website will be live from 4th April 2022, from that time you can access all service information and online resources from: [www.rfkirkleesemployment.org.uk](https://protect-eu.mimecast.com/s/HUWrCl5VGcoGQrDiLAbzt)

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