



get

Guernsey
Employment
Trust

FOR JOB

SEEKERS



**Our aim is to
help you secure
and maintain
paid work.**

Hello.

We are the Guernsey Employment Trust, a charitable organisation which offers a range of employment services to people with disabilities who require some assistance in finding a suitable job.

Our primary objective is to create employment opportunities for disabled people and to assist people with disabilities to prepare, find, and maintain work.

We provide a professional recruitment service as well as advice, training and long-term support.

Our services are easily accessible and are provided free of charge.

We recognise there is no single best way to assist a disabled person secure employment. We provide an individual, one-to-one service so all receive the most appropriate support required.

How we help.

The team at GET are here for you. We can help in many ways with practical advice and guidance for unemployed people with disabilities, their parents and carers. Key areas of support provided include the Supported Employment Team, the Job Club and Work Experience Placements.

We help those with all forms of disability including physical disabilities, mental health issues, sensory impairments, brain injuries, learning difficulties and autism.

The following pages outline these services in a little more detail, however please do get in touch for more information about our individual services.



We aim to provide access to sustainable employment opportunities in a diverse range of sectors

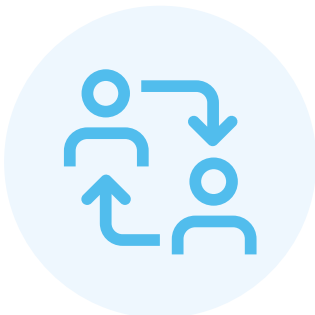
Supported Employment Team

We provide on-going support for those who may need extra help finding work. Help begins from initial meeting all the way to securing and maintaining employment.

We offer our services for people with disabilities and health problems.

The services we offer include:

- **Job search**
identify suitable employers and jobs.
- **Work experience placements**
opportunity to try out a work situation, with support.
- **Employment negotiation**
we will discuss with the employer on the job seeker's behalf.
- **Employment support**
we will provide on-going support for the employee.





Job Club

Our Job Club can help you to identify and find suitable vacancies and prepare you to compete for jobs.

At the Job Club you will be provided with all the resources you need to undertake a comprehensive job search. You will also have access to our library, which holds lots of useful information in a variety of formats, such as business directories and interview technique tips.

We will help you to build up your employment profile and will regularly discuss and review your progress.

At Job Club you will learn how to:

- **Develop a personal action plan**
- **Create a CV**
- **Job search**
- **Complete application forms and covering letters**
- **Develop interview techniques and improve personal presentation skills**



Work Experience Placements

We will find appropriate Work Experience Placements for you. Once we have found you a placement, you together with a member of the GET team, will meet with the employer where placement terms can be agreed.

A work experience placement will be unpaid and will normally be no longer than 8 weeks.

Throughout your placement, a GET team member will visit to provide support and monitor progress.

Once you have completed your work experience, we will compile a report summarising the outcome of your placement. We will gather feedback from all involved to ensure that the report will help you focus on your job search and identify if support is required to sustain employment.

Work Experience Placements will help you:

- **Build confidence**
- **Explore job preferences**
- **Develop positive work habits**
- **Demonstrate and improve current skill base**
- **Identify your strengths and weaknesses**
- **Add recent activity to your CV**
- **Use the experience gained on placement in employment interviews**



Contact us

If you have any questions about our services or just need advice, please contact us.

Telephone

01481 247 999

Email

info@get.org.gg

Address

Fort Complex, Les Tracheries Road, L'Islet,
St Sampson, Guernsey GY2 4SN.

We're open 9am until 5pm, Monday to Friday.

www.get.org.gg



At L'Islet Crossroads, take Les Tracheries Road and we are approximately 400 metres on the right. Our car park has an in/out one-way system. Please park in a space marked 'GET'.

31 32 Travel to us on bus routes 31 & 32. Further bus routes can be accessed from L'Islet Crossroads which is a five minute walk from GET.

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