## Your Supported Employment Journey

Guernsey Employment Trust (GET) aims to support disabled and disadvantaged people to prepare for, to find and maintain work.

You will be allocated to an Employment Support Officer (ESO) who will guide you through the 5 stages of supported employment. They will work with you one-to-one and offer you the opportunity to attend Job Club.

Job Club offers support and guidance within a group setting. Helping you to develop your employability skills, CV writing and interview skills, building overall confidence and we will also support you with job finding. Job Club is offered twice weekly at our offices at L'Islet.

## The 5 Stages of Supported Employment

(general)

## Client 2. Vocational 3. Job 4. Employer 5. On / off the **Profile Finding Job Support Engagement Engagement** On the Job Support; **Vocational Profile (VP)**; Job finding; **Employer Engagement; Client Engagement**; involves sharing is the "getting to know connects you, the job is where the you and your is any support provided information to help us you" stage and provides seeker, with potential ESO learns about a job by your ESO in your decide if we can provide a foundation to finding and develop a plan with place of work including employers. a service and to help you you the best possible job you and the employer. support with; settling in to **Activities:** make an informed choice your role and with your match. Action Plan **Activities:** about using our services. colleagues, your **Activities:** CV Writing (specific) Agreeing contract/job induction, important **Activities:** Action Plan Cover Letters offer meetings, ongoing Pre-Application CV Writing (general) Job Searching Reading paperwork support etc. information e.g. via Online Assessments Job Matching Action Plan for our website, e-mail or Online Courses Job Tasters Off the Job Support; support informal chat includes any advice or Attending Work Experience Agreeing Reasonable Workshops or IT support provided outside Application Interview Practice Adjustments Support to contact your place of work. Initial Meeting Training (specific) Job Club Induction Job Profiling Sourcing clothes relevant agencies • Interview Practice regarding change in and paperwork to be

ready for work

circumstance



