

TAILORING WORKSHOPS TO MEET CLIENT NEEDS

CASE STUDY:

YARRAVILLE COMMUNITY CENTRE

The strength of the *VU Polytechnic Skills & Jobs Centre* lies in its strong partnerships with community and local industry, linking training and skills development to employment and local economy growth.

Yarraville Community Centre's programs assist a diverse range of people to overcome personal barriers to engaging in study and training. Through coaching and mentoring they aim to empower their clients to pursue a study and training pathway, with secure and fulfilling employment often being the ultimate goal.

Through the development of awareness around the specific needs of a range of job-seekers within the community and fostering collaborative relationships with other local service providers, the *VU Polytechnic Skills and Jobs Centre* is able to assist clients in their search for employment in various ways, including the provision of unique, tailored workshops for targeted groups.

"Our Reconnect program has engaged with the Skills and Jobs Centre based at Footscray Victoria University for our young people to access individual career counselling and workshops on resume writing and job application. The support from the Jobs Advisor has been valuable and has directly resulted in many of our young people achieving their employment goals. As a service we have found the communication and commitment shown by the Jobs Advisor to be of an extremely high standard. This collaboration with the Jobs Advisor and YCC Reconnect has been vital in empowering people in our local area to complete their pathways of study, training and employment."

BETINNA TWYMAN- Reconnect Coach

Job seekers experience many barriers to securing employment and require a range of support services to ensure they are able to access advice regarding their training options and career possibilities. The *VU Polytechnic Skills and Jobs Centre* conducts bespoke group workshops and information sessions to increase awareness and provide attendees with essential skills, including:

CASE STUDY: DORIS

- *Assessing individual employable skills and attributes;*
- *The development of an appropriate, updated resume and cover letter;*
- *Job searching tools and methods;*
- *Effective Job Interview techniques;*
- *Current industry trends- including training and/or employment opportunities*

Doris is an experienced florist, recently arrived from China, undertaking YCC's *Adult Migrant Education Program* and requiring assistance to secure work in Australia. The *VU Polytechnic Skills and Jobs Centre* was able to assist her to understand and access suitable training and obtain ongoing work through attendance at a resume writing workshop developed specifically for her *AMEP* group.

"I really enjoyed the workshop on resume writing and learned a lot about how to apply for jobs. The Skills and Jobs Centre Career Advisor gave me lots of advice- she even helped me set up my Instagram account to advertise my work."

The experience of the *VU Polytechnic Skills and Jobs Centre* demonstrates the great benefit that comes from developing collaborative relationships with local service providers to enhance career options for all members of the community through the co-development and delivery of tailored workshops.

