

# Where to get Training and Employment Supports

## Sign up for a Job Club

If you need help finding and applying for jobs then you should sign up for the next Job Club session in the Goldenbridge Integrated Complex, St Vincent's Street West, Inchicore.

This service is open to anyone who wants to return to work. It offers a range of support like how to use the telephone effectively, filling in application forms, producing CVs and writing letters of application. The Job Club runs for 3 weeks Monday to Friday from 10am to 1pm.

The aim is to offer good, quality guidance and training to help you secure the job you want.

A series of Job Clubs will run over the coming months up until the end of the year as follows:

**27 September to 15 October**

**25 October to 12 November**

**22 November to 10 December**

For further information contact Jackie Colgan or Olive Currihan at (01) 453 7324 or (01) 453 7229.

## LES Courses

Canal Local Employment Service offers courses in Computerised Accounts, Manual Handling, Computers, Occupational First Aid and other subjects depending on demand.

All courses are currently full but if you would like to be allocated a place on any of the courses as vacancies arise you must be registered with the Local Employment Service. You can do this by contacting any of the offices listed on the panel opposite.

## Local Employment Service



If you find yourself out of work and you live in Bluebell, Inchicore, Kilmmainham, Rialto or Islandbridge you should make an appointment with Canal Local Employment Service where you will get help finding either work or other suitable options. All current vacancies on the FAS jobs database are accessible as well as information on other job opportunities. You will also get support in setting a realistic approach to getting a job or taking up further training or education.

Once you have become a client of the LES you will be able to get support with:

- Looking for a job
- Getting training to suit your needs
- Writing a CV
- Preparing for job interviews
- Getting information on further education
- Exploring the self-employment route
- Getting a place on a local Job Club
- Accessing both FAS and local training opportunities

### How to sign up for the service

To avail of LES services all you have to do is telephone or call in to any of the following offices:

#### Inchicore, Kilmmainham, Islandbridge

Canal LESN Inchicore  
103 Tyrconnell Road  
Inchicore  
Tel: (01) 473 1881  
Monday to Friday 9am to 1pm – 2pm to 5pm

#### Rialto

Canal LESN Rialto  
398 South Circular Road  
Rialto  
Tel: (01) 454 0935  
Monday to Friday 9am to 5pm (open through lunch)

#### Bluebell

Canal LESN Bluebell  
La Touche Road  
Bluebell  
Tel: (01) 409 7850  
Mon & Tue 9am to 5pm – Wed & Thurs 9.30am to 1pm

## Run Your Own Business

Do you have an idea or a skill that you could use to set up your own business but you're just not sure how to go about it? To get all the help you need, read on.

The Partnership's Enterprise Co-ordinator is running a *Start Your Own Business* training course which will cover feasibility, business plans, taxation, finance, marketing, legal compliance, bookkeeping and administration.

The course will begin on Monday 13th September 2010 in Inchicore College for Further Education on Emmet Road, Inchicore, 7pm to 9pm.

The course is open to anyone interested in starting their own business. No qualifications are required and the course will be run two evenings per week for five weeks.

If you would like sign up for the course or get more details contact Liz Byrne at (01) 453 7229 or email her at [liz@actioncommunityenterprise.ie](mailto:liz@actioncommunityenterprise.ie).

Liz is also available to assist you in the various other aspects of setting up your business.

## Work Placement

The Work Placement Programme (WPP) is an initiative introduced by FAS to assist people who are out of work to gain experience or keep their skills fresh through a work placement.

The programme offers unemployed people the opportunity to obtain nine months experience in a work situation. While the placement

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is unpaid, some people will retain their social welfare payments during the placement.

To qualify for the WPP you must be in receipt of one of the following payments for at least 3 months; Job Seeker's Allowance; Job Seeker's Benefit; Disability Allowance; Blind Pension Invalidation Pension; Illness Benefit; or Lone-parents allowance.

Employers who want to participate in the programme must meet certain criteria: the business must be a legal entity and fully compliant with current workplace health and safety law and all other legal requirements. It must not have made any person redundant in the last 3 months and the placement cannot replace or displace an existing employee.

For further information on the Work Placement Programme contact your Local Employment Service office: **Rialto** (01) 454 0935, **Inchicore** (01) 473 1881, **Bluebell** (01) 4097850.

## Community Employment Work Schemes

There are currently 9 Community Employment schemes (CE) operating in the Partnership area employing about 280 people.

These positions offer 19.5 hours work per week and participants may be employed for between 1 and 3 years depending on circumstances.

Each year a variety of jobs are available ranging from office work to caretaking and maintenance.

A participant without dependents earns €216 per week. If you have an adult dependent you will receive €346 per week and if you have children you may receive either €29.80 or €14.90 per child depending on circumstances.

You can also work and legitimately earn an extra wage outside of the hours you work for community employment.

To qualify for a place on a CE scheme you must be over 25 and be in receipt of a welfare payment for over 1 year. But if you are over 18 and in receipt of a disability-related payment you will also qualify.

To find CE vacancies or for more information on CE schemes contact FAS Employment Services

## Work Related FAS Training Courses

FAS has a wide range of day courses running in the Dublin area which are designed to train people in specific work related skills. The following is a list of course headings under which courses are currently being run:

- Office/Administration
- Computer: Hardware, Networks, Programming
- Computer Applications
- Construction
- Engineering
- Electronics: Industrial Servicing
- Sales & Marketing
- Transport, Warehousing, Distribution
- Health, Beauty, Childcare, Welfare
- Pre-employment, Job Clubs, Return to Work
- Self Employment, Enterprise
- Animal, Land, Marine
- Sports & Leisure

For further information on FAS courses contact FAS directly by calling in to the Employment Services Office at 197-199 Parnell Street or phone (01) 804 4600. You can also get information on courses from your Local Employment Service office (*see the panel on the front page for addresses and telephone numbers of LES offices*).

Office 197-199 Parnell Street or phone (01) 804 4600.

You can also register with your Local Employment Service to get this information (*see the panel on the front page for details of LES offices*).

## Dolphin Adult Education

Eolas, the adult education group in Dolphin House will be continuing with its courses for adults in September. For further information on the types of courses available and start dates contact Mary Flynn at (01) 411 3924.

## Computers in Bluebell CDP

Bluebell CDP is running free computer courses starting in the third week of September 2010.

There will be separate courses for complete beginners and for those who know the basics but are ready to improve.

There will also be a course which will focus on your own personal use of a computer such as using the internet to buy tickets for travel and concerts, shopping online, using services like the tax office as well as using it to communicate with friends through email and facebook.

The courses are open to all ages of mixed groups. There will also be special courses for groups of older people and women only groups.

For further information contact Val or Jessica at (01) 460 1366.

## Training for Life Changes

*Times of Transition and Transformation* is the title of a workshop which will be run on Friday 1 October in the Catherine McAuley Centre, 23 Herbert Street from 10am to 4pm.

This workshop is designed to help people embrace changes in their lives such as losing your job, going into retirement or indeed questioning the whole purpose of your life.

The methods used on the day

will be creative using group and individual activities like dance, artwork, meditation and movement.

If you would like further information and details contact Sharon at (01) 473 2196.

## Recession Proof Health Course

Rialto Community Health Forum is running a six week course (3 hours per week) beginning in late September to support people who want to get tips on and support with minding and protecting themselves from the stresses and strains of daily living during these hard times.

The course will have inputs from the Primary Care Team, complementary therapists and other voluntary organisations and will deal with concerns such as money worries, unhealthy eating, family problems and too much drink, drugs and cigarettes.

To find out more contact Edel Reilly (01) 471 6723.

## Yoga and More for Women

A Personal Effectiveness Course for women from Inchicore will be run over an eight week period beginning in September. It will be one morning per week and will cost €15 for the course.

An introduction to Yoga is also scheduled for the autumn and this will run over a six week period and will take place one evening per week. The cost of this course will be €5.

For further details of start dates and venues contact Maureen McGovern at (01) 473 2196.

## English Classes for Jobless

The VEC colleges of further education in Ballyfermot and Inchicore are offering courses in English language and Preparation for Work for people who are unemployed and between the ages of 18 and 35.

If you meet the above requirements and would like more information on the courses contact Stefan Piskorski at (01) 623 9716 or 087 6401393. You can also email him at d8d10esol@gmail.com.