

Module Specification - Positive about Work

Aims and objectives

The aim of this module is to focus on the positive aspects of being in employment aimed at customers aged 50+, or in receipt of ESA.

Customer group: **Customers aged 50+, or in receipt of ESA**

Minimum delivery requirements

- Identification of existing skills/ transferable skills/ life skills
- How to create an effective CV
- Understanding the benefits of a range of Job search techniques/ methods
- Preparing for interviews/ how to market self to employers
- How to use feedback positively
- Challenging perceptions and exploring flexible job goals
- The module will be expected to last for 1.5 days
- The tutor must be able to demonstrate experience in working with this customer group

Additional requirements for the ESA customers

- Recognising health related barriers
- Awareness of alternatives to employment

Volume and values

It is anticipated that the optimum number of participants per module will be 12. JCP will work with the supplier to agree the optimum level of referrals to achieve the required level of starts.

A module price will be agreed and will include travel.

Referral mechanism

Jobcentre Plus advisers shall determine customer eligibility and make referrals to the event using the standard SL2 process.

Jobcentre Plus will securely forward an action plan to the provider to prepare suitable materials and allow follow up communication to encourage attendance.