The Solihull Partnership

Support to Success

Your first stop for help and advice to…

Getting into work

Help and support available to get into work

www.solihull.gov.uk/supporttosuccess

Getting into work

There are a variety of employment support services in Solihull that could help you into work. This guide will provide you with a brief overview of services to help you decide on where and how you access local support.

Work Clubs

Work Clubs will give you the opportunity to improve your job search skills and apply for local jobs. Employment support on offer will help you improve your skills such as CV writing, interview techniques, motivation and self-confidence, and offer advice that will help you to access training and work experience to address key work skills for your chosen career.

Work Clubs are held at:

- **Coleshill Heath Excellence in the Community Centre**, Marlene Croft, Chelmsley Wood, B37 7JT – 1st, 3rd (and when applicable, 5th) Friday of the month, 1pm-3pm.
- **Smith's Wood Excellence in the Community Centre,** Windward Way, Smith's Wood B36 0UE – 2nd and 4th Friday of the month, 1pm-3pm.
- **Shirley Library,** 22 Parkgate, Stratford Road, Shirley B90 3GG – 1st, 3rd (and when applicable, 5th) Thursday of the month, 1pm-3pm.
- **Hobs Moat Library,** Ulleries Road, Solihull B92 8EB – 2nd and 4th Thursday of the month 1pm-3pm.

Solihull Council Employment and Skills Team

Employment support is available to any person living in the Borough. If you are unable to attend a Work Club and would like to receive careers information, advice and guidance you can:

- register for help from the Employment and Skills Team at **www.solihullforsuccess.com/job-seeker-registration**
- email: **employmentteam@solihull.gov.uk**
- call 0121 704 8076/8098 to talk to an adviser

National Careers Service

The National Careers Service provides information, advice and guidance to help you make decisions on learning, training and work opportunities. The service offers confidential and impartial advice, provided by qualified careers advisers.

The National Careers Service can:

- help you with careers decisions and planning
- support you in reviewing your skills and abilities and develop new goals
- motivate you to implement your plan of action
- enable you to make the best use of high quality career related tools.

To find out more about how the National Careers Service can help you, visit **www.nationalcareersservices.direct.gov.uk** or phone 0800 100 900 to speak to your nearest advice team.

Solihull Specialist Careers Service

Specialist help is available for 16 to 18 year olds who are not in education, employment or training. Careers support is also available for vulnerable young people who need extra help with planning their future.

For quick enquiries, drop in to one of our Careers Centres between 1pm and 4pm, Monday to Friday. You can speak to an Adviser for up to 15 minutes and don't need to book in advance. If you feel you need a longer chat or want to know if you are eligible for extra support please get in touch. You can contact us via email at **specialistcareers.serviceinfo@solihull.gov.uk** or call 0121 770 1861.

Local Careers Centres are based at:

- **Chelmsley Wood Centre** – 289 Bosworth Drive, Chelmsley Wood, B37 5DP
- **Solihull Centre** – 1st Floor, Solihull Central Library, Homer Road, B91 3RG

Department for Work and Pensions

Jobcentre Plus Offices are part of the Department for Work and Pensions (DWP). The DWP have many online tools to improve your job search and develop key work skills. For more information visit: **https://www.gov.uk/browse/working/finding-job**. If you are in receipt of Jobseekers Allowance speak to your Work Coach at your local Jobcentre Plus office to understand what assistance is available to you.

Universal Job Match is the Jobcentre's online service through which you can apply for jobs. Registering on **www.gov.uk/jobsearch** and uploading your CV will enable thousands of national employers to view your skills and competencies for advertised jobs.

Help and support to complete, update or review your CV is available through your Work Coach at Jobcentre Plus, your local Work Clubs or the National Careers Service.

Apprenticeships

Apprenticeships are work based training available to anyone aged 16 or over (including those already in employment) who don't have a degree-level qualification. Apprentices get paid while working towards nationally recognised qualifications, and you do not need any formal qualification or work experience to apply. For more information visit **www.apprenticeships.gov.uk** or call 0800 0150400.

Solihull for Success

Solihull Council has developed a website as a general source of local information for anything employment or business related. If you need to find out about jobs fairs, apprenticeships, local vacancies and programmes of support, please log on to **www.solihullforsuccess.com/** for regular updates and information on where and how to access support in Solihull.

Support to Success - Getting online

If you need help or advice to access online services visit **www.solihull.gov.uk/supporttosuccess** or call 0121 704 8100 for more information.