

Callum's Story

Callum came to IOE at the age of 18. He was extremely capable but still developing some of the social skills and drive that it would take to seek employment. He was also trying to identify what his employment goals were. During the Prep4Work process, Callum (pictured front) volunteered at op shops, local schools and at a local radio station, all of which he now continues to do independently.

As his interests developed, he completed a barista course. IOE Prep4Work staff approached the manager of a local cafe who was open to him volunteering initially, with the aim of progressing to paid work. After just a few weeks, Callum progressed to working 1-2 days per week as a paid staff member ... and he makes a mean cup of coffee!

With support from IOE staff and a positive connection with the local business, Callum has shined in his new role. He has meaningful work that he enjoys, he is able to contribute productively as a valued paid team member and he goes home each day feeling fulfilled, independent and proud.



Contact

For more information on Prep4Work, contact the Interchange Outer East Adult Services Team on 9758 5522 or ioe@ioe.org.au
Information is also available on the IOE website:

www.ioe.org.au



Prep4Work Adult Services



Preparing for work programs for people with a disability who are ready to leave school

Utilising NDIS School Leavers Employment Supports (SLES) funding, IOE provides opportunities for school leavers to prepare for employment and roles where they can actively contribute to their community.

Interchange Outer East

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Your local NDIS registered service provider



Prep4Work - Preparing for Work (SLES)

The Interchange Outer East (IOE) Preparing for Work program is generally a two year program focusing on open employment opportunities and experiences. The Prep4Work program aims to:

- Support each person and their family to discover their gifts, skills and passions and explore where they are needed in the world of employment;
- Provide an environment, and opportunities, where participants can learn and grow into their chosen pathway towards future work;
- Provide supports that deliver practical experience and further learning in groups to achieve work readiness or employment; and
- Provide regular individualised tailored supports that focus on employment.

Focus Areas - During the two year Prep4Work program, participants will learn and practice:

- Self care - personal grooming and maintaining a professional appearance, personal security
- Workplace expectations - what does work mean for you and what might be expected of you at work
- Understanding different types of work and work environments and learn what will best suit you
- Effective time management
- Getting to and from work
- General workplace health and safety
- Communication within a workplace
- How to be a positive part of a team

Program Structure - The Prep4Work program will include small group and individualised contact hours. Examples of days/times are as follows:

Small Group Supports

Participants will work in small groups for one set day, covering both theoretical and practical work skills.

One x 5hr day per week (e.g. 10am -3pm)
Plus 1.25 hrs per week for staff planning including consultation with families and contacts. Some examples of group based activities include:

- Certificate I in Transitional Education/Work Education
- Practical work experience such as Coles, Bunnings, Enterprises Work Training, St Kilda Mums Project

Individualised Supports

Individualised intentional support will be used to support connections and to develop specific skills that can be transferred into employment.

Six hours per week e.g. Thursdays 12-2pm and Fridays 10am-2pm (days and times dependent on task/goal). Some examples of individual support activities may include:

- Specialised training such as forklift licence, food handling, etc.
- Using public transport/taxis

Note: IOE will aim to support each person and associated businesses and community groups to develop work and civic opportunities that benefit one another. This will require some non contact planning time for staff involved.

NDIS Program Costs - The Prep4Work program is invoiced to SLES funding that has been allocated in your NDIS plan. Other funds, such as core support funds may be used in conjunction with SLES funding for other required supports.

Note: Out of pocket activity fees/expenses will be charged where required. Transport costs are not included and will be invoiced separately.

Here is an example of how IOE will charge and provide School Leavers Employment Support (SLES):

SUPPORT	HOURS x 46 weeks	ACTIVITY EXAMPLE	ANNUAL COST
Group	5hrs in a group 1.25hrs staff planning	Certificate I in Employment	\$5,543
Individual Support	6hrs per week	Learning to use public transport to and from a workplace	\$15,958
TOTAL:	\$21,500 per year		

