

EMPLOYMENT & TRAINING:

NAME OF AGENCY:	Brotherhood of St. Laurence - Employment Action Centre
LOCATION:	109 Victoria Street, Fitzroy
TELEPHONE NUMBER:	9419 0888
DESCRIPTION OF SERVICES:	<p>Match employment opportunities for disadvantaged people with the needs of employers in all sectors of the economy. There are 6 different programs including:</p> <ul style="list-style-type: none">• CBE (Community Business Employment): is a voluntary program for young people (15 to 24 years), older people (45+) and people from Non-English Speaking Backgrounds (NESB) who live within Yarra.• STEP: provides traineeships in the direction of administration (other career paths available) for people of all ages in Yarra.• Job Search Training: 3-week job club for people of all ages. Clients must be registered with and referred by Centrelink.• Return to Work: is a program for people who have been in a carer (eg. mother / elderly) position for the past 2 years. Clients must be referred by Centrelink, but can also join the program of their own initiative.• JPET: for young people who are homeless or on the verge of becoming homeless and want to be placed within suitable jobs. This program is for 15 to 24 year olds.• Community Support: is for homeless young people who have difficulty keeping a job. They must be registered with and referred by Centrelink.
WAITING LIST:	Yes for the intensive assistance program
REFERRAL METHOD:	Self-referred or through Centrelink
TARGET GROUP:	Unemployed people aged between 15 and 24 years
DISABILITY ACCESS:	Yes
HOURS OF OPERATION:	8 - 3pm Mon - Fri during the school term
FEES:	Nil

EMPLOYMENT & TRAINING:

NAME OF AGENCY: Carlton / Fitzroy Employment, Education & Training Inc

LOCATION: 235 Napier Street, Fitzroy

TELEPHONE NUMBER: 9416 2144

DESCRIPTION OF SERVICES: Carlton/Fitzroy Employment, Education and Training Inc. aims to assist unemployed people move into employment by offering courses in computing, keyboarding, vocational counselling and assistance with the preparation of resumes and application letters. As well as employment and education counselling, employment training, employment creation for people of all ages.

WAITING LIST: Nil

REFERRAL METHOD: Self-referred

TARGET GROUP: Unemployed people of all ages

DISABILITY ACCESS: Yes

HOURS OF OPERATION: 10 - 3:30pm Mon - Fri

FEES: Nil

EMPLOYMENT & TRAINING:

NAME OF AGENCY:	Centrelink - Fitzroy & Richmond
LOCATION:	62 - 70 Johnson Street, Fitzroy 172 - 174 Bridge Road, Richmond
TELEPHONE NUMBER:	13 10 21 (Appointments) 1800 050 004 (Customer Relations) 13 1202 (Multilingual Service) 1800 810 586 (TTY)
DESCRIPTION OF SERVICES:	<p>Centrelink is a centralised agency linking Australians to the services they need and for which they qualify. Centrelink Customer Service Centres provide a range of customer services currently being delivered. The services include:</p> <ul style="list-style-type: none">• Registration and acceptance of all new applicants for income support and employment assistance• Self-help job search facilities, including computer access to a national job vacancies database• Referrals for employment assistance• Specialist labour market assistance services for disadvantaged groups, including Aboriginals and Torres Strait Islanders, sole parents, people with disabilities, migrants and young people. <p><i>For job seekers students and young people there is:</i></p> <ul style="list-style-type: none">• Youth Allowance• Austudy• ABSTUDY• Assistance for Isolated Children Scheme• Pensioner Education Supplement (PES)• Loan Supplement (for the above payments)• Newstart Allowance• Community Development Employment Projects (CDEP)• Participants Supplement (CPS) and Supplementary Benefits• Mature Age Allowance• Mature Age Partner Allowance
WAITING LIST:	Waiting time for appointment can take upto a month. There is also a waiting period for payments to commence.
REFERRAL METHOD:	Self-referred
TARGET GROUP:	Unemployed people aged between 15 and 21 years
DISABILITY ACCESS:	Yes
HOURS OF OPERATION:	8:30 - 4:30pm Mon - Fri
FEES:	Nil

EMPLOYMENT & TRAINING:

NAME OF AGENCY: **Connect Labour Market Program**
LOCATION: Corner of Cromwell Street and McCutcheon Way,
Collingwood
TELEPHONE NUMBER: 9417 6681
DESCRIPTION OF SERVICES: Connect is an alternative program that prepares
students aged between 15 and 18 years for
mainstream school.
WAITING LIST: Nil
REFERRAL METHOD: Self-referred
TARGET GROUP: Students aged between 15 and 18 years
DISABILITY ACCESS: Yes
HOURS OF OPERATION: 10 - 3pm Mon - Wed
FEES: Nil

EMPLOYMENT & TRAINING:

NAME OF AGENCY:	CRS Australia
LOCATION:	104 Johnston Street, Fitzroy
TELEPHONE NUMBER:	9419 9577
DESCRIPTION OF SERVICES:	<p>CRS Australia offers: Vocational rehabilitation programs that focus on understanding the needs of a person with a disability or injury and the barriers they face in getting and keeping a job.</p> <p>Core services include: <i>Vocational rehabilitation:</i></p> <ul style="list-style-type: none">• Back injury screening assessment• Functional capacity evaluation• Psychological injury management assessment• Physical assessment• Vocational assessment• Vocational counselling• Workplace assessment• Work training• Career counselling• Fitness assessment• Initial needs assessment• Job Club• Literacy assessment• Return to work programs• Psychiatric disability assessment• Acquired Brain Injury (ABI) <p><i>Neuropsychological assessments:</i></p> <ul style="list-style-type: none">• Memory assessments• Functional cognitive assessment• Workplace assessment (cognition/communication)• Communications assessment for ABI• Study skills assessment• Physical assessment (neurological)• Memory skills• Anger management intervention
WAITING LIST:	Nil
REFERRAL METHOD:	Self-referred or through Centrelink
TARGET GROUP:	Unemployed people of all ages who suffer from injury or disability but would like to return to work.
DISABILITY ACCESS:	Yes
HOURS OF OPERATION:	9 - 5:30pm Mon - Fri
FEES:	CRS Australia provides programs free of charge to people with a disability or injury that receive a Government pension, benefit or allowance. Injury prevention services costs are negotiated with the employer.

EMPLOYMENT & TRAINING:

NAME OF AGENCY:

The Salvation Army JPET

LOCATION:

256 Albert Street, Brunswick 3056

TELEPHONE NUMBER:

9387 6746

DESCRIPTION OF SERVICES:

Access to:

- Recreation programs, sporting teams, personal development, life-skills program and alternative education accredited through NMIT.

Support to:

- Find employment, learn interview skills, complete a resume, enrol in courses and complete training.
- Personal support
- Assistance with Centrelink

WAITING LIST:

Nil

REFERRAL METHOD:

Self-referred. Call for an appointment.

TARGET GROUP:

Young people aged between 15 and 21 years, who are current or previous Juvenile Justice clients, state wards or ex state wards, refugees, homeless or at risk of homelessness. (Does not cover City of Yarra Young people)

DISABILITY ACCESS:

Yes

HOURS OF OPERATION:

9am - 5:30pm Mon - Fri

FEES:

Nil

EMPLOYMENT & TRAINING:

NAME OF AGENCY:

APPRENTICESHIPS PLUS

LOCATION:

(Formerly Inner Northern Group Training Limited)

POSTAL ADDRESS:

640 – 642 Sydney Road Coburg Vic 3058

TELEPHONE NUMBER:

P.O. Box 208 Coburg 3058

DESCRIPTION OF SERVICES:

9354 4022

A range of services are offered, depending on the specific needs of the young person:

- Apprenticeships and traineeships in a wide variety of fields
- Handles recruitment and matches candidates to work placements
- Arranges training and monitors the apprentice's progress
- Employment and career opportunities
- Pre-apprenticeship testing, assessment, job matching and placement
- Support and advice relating to career development

WAITING LIST:

N/A

REFERRAL METHOD:

Self-referred

TARGET GROUP:

Young people aged over 15 who have left school and are seeking apprenticeships or traineeships.

DISABILITY ACCESS:

Yes

HOURS OF OPERATION:

8:30am – 5:30pm Mon – Thurs.

8:30 am – 5pm Fri.

FEES:

Nil

NAME OF AGENCY:

Job Watch

LOCATION:

Level 10,1 Victoria St, Melbourne

MAILING ADDRESS:

Level 10, 1 Victoria St, Melbourne Vic. 3000

TELEPHONE NUMBER:

9662 1933 Advice Line

DESCRIPTION OF SERVICES:

Telephone advice, information, legal advice and referral for people having problems with employment related issues such as rights at work and termination of employment

Community education programs

Some casework taken on, but limited.

REFERRAL METHOD:

Self referral. Telephone advice only.

HOURS OF OPERATION:

Monday to Friday 9am-5pm except Tuesday 9am-12pm and 2pm-5pm. Wednesday evenings 6pm-8pm for telephone service.

FEES:

No Charge