



Issue 6



The Disability Rights UK magazine, resource, and toolkit co-edited with and for young people

# Stay informed with news and information on your journey through education, training, and work

### **Leaving School What Next?**

After leaving school, there are many options you can choose from including doing apprenticeships, traineeships, supported internships, college to do further study and degrees. It is important to not only gain experience but to see all the avenues available to you.

There are websites and resources that help to find your way in the world of work especially with a disability such as the website Creative Access to Evenbreak. These help to promote why people with disabilities are so valuable to the workplace with the talent they have to offer.



You can also find short courses either online or in person and explore the field you think you want to go into and see what appeals to you. The Open University provides a range of short courses **Short Courses | Study | The Open University**.

Think where you want to be and if there are any qualifications needed for your role.

### How to Make a Career Choice When You Are Undecided

(thebalancecareers.com) this website talks about how to list your options and organise them, both work experience and short courses enable you to get a taster of the career you are considering and to see whether it is right for you. It's also good to look at different employers and research the company before applying to see if it's the right match for you.

### **National Careers Service**



The National Careers Service provides high quality, free and impartial careers advice, information, and guidance. The service is available to anyone no matter what stage of the careers journey you're at. This site also gives information for parents, teachers, employers, coaches, and advisers to support others in their career journey.

If you want some extra support on your career journey, you can contact the service to speak to an adviser or start a web chat. Trained careers advisers can help you to build your confidence to take the next steps on your career journey and provide you with careers information, advice and guidance that best reflects your needs and circumstances.

This may include participation in webinars or group sessions, signposting towards specialist resources and support. individual guidance appointments, either online or at a local venue.

<u>Careers advice - job profiles, information, and resources | National Careers</u> Service

#### Skills Assessment



Find out about careers that might be right for you by taking an assessment. Transferable skills are a set of skills that you're good at. You can build them up over time, through work, volunteering, education, and life. You can apply these skills to a range of jobs, in this assessment, answer questions about the things you like to do or are good at. Understanding yourself can help you work out what careers you may enjoy working in.

This assessment contains fewer than 50 multiple-choice questions and takes 5 to 10 minutes to complete. When you finish, you will see some suggestions of roles you may enjoy based on your answers. You may want to explore careers based on these recommendations. You can compare different careers to see what interests you.

### **Skills assessment | National Careers Service**

The skills health check is a more in-depth collection of assessments. These assessments will generate a report, which can help you identify your personal and work-based skills, this information is helpful if you're applying for a job or preparing for an interview.

Before you start the skills health check, there are 10 assessments each assessment takes 15 to 30 minutes you can take the assessments in any order you like you must do at least one assessment to get your report. Your report will become more detailed every time you complete another assessment.

### Your assessments | Skills Health Check | National Careers Service

### **Universal Credit (UC) and Jobcentre Plus**



<u>Universal Credit</u> is a payment to help with your living costs. You may be able to get Universal Credit if you're on a low income or need help with your living costs. You could be working (including self-employed or part time) or be out of work. You can claim online or by phone through the UC helpline.

<u>Contact Jobcentre Plus - GOV.UK (www.gov.uk)</u> is run by the Department of Work and Pensions (DWP) and can be found in most cities. Jobcentre Plus provides resources to enable job-searchers to find work, offer information about training opportunities, gain new skills, and tell you about disability-friendly employers in your area.

When you claim Universal credit, you'll make an agreement called a 'Claimant Commitment' with your work coach who can help with work preparation, recruitment, interview coaching and even confidence building. They will assign tasks and check your work progression.

If you need extra employment support because of a disability or health condition, your local Jobcentre can put you in touch with a Disability Employment Adviser (DEA).

### My First Experience of the Jobcentre By Scott

In my last year at college, talk turned to what we would all be doing next. There were various opportunities out there from apprenticeships to jobs and other courses to apply for. I was unsure of what my next career move was going to be and along with many other leavers was about to the face the reality of the outside world and my first experience of the Jobcentre.

I left college with two merits, one pass and one distinction to my name. In mid-June that year things where about to change and for the first time ever I made an appointment at the Jobcentre. I found my first couple of visits to the Jobcentre to sign onto Jobseekers Allowance very daunting and felt that the environment was quite intimidating.

This was my first experience of being in the real world without the familiarity of school or college and there was no going back from here. I had only left college a couple of weeks ago and in my early twenties it was a lot to take in. I don't mind admitting that at the time I wanted to turn round and walk straight back into college!

On a positive note, however, I eventually got used to signing on at the Jobcentre and

that daunting feeling I got on my first couple of visits wore off. After a while I was allocated a Disability Employment Advisor (DEO) who I saw every time.

Having someone who I saw regularly and who got to know me, and my specific needs made the experience of going to the Jobcentre a lot easier and more relaxing. She was a lovely lady who helped me so much in getting into a job.

My advice to disabled people who are about to embark on this very same journey is that yes, in the beginning it can be a scary and daunting place to go to but after a few visits of signing on you will get used to it.



I would advise enquiring about a Disability Employment Advisor, or at least an allocated person who you can see every time because that made the experience a lot more reassuring for me.



### A Guide to Autism in the Workplace

Working with someone who is on the autistic spectrum can be an enriching experience, but autistic people sometimes require additional support in the workplace. If you're an employer looking to find out more about potential challenges, and how to avoid and overcome them, then there are plenty of places you can learn more. There are excellent autism awareness courses, and many resources available online.

# A Guide to Autism Awareness in the Workplace - Latest News (ncchomelearning.co.uk)

According to the National Autistic Society, autistic candidates often demonstrate above-average skills in some areas such as high levels of concentration, reliability, and accuracy to detailed factual knowledge and an excellent memory.

### **Employing autistic people (autism.org.uk)**

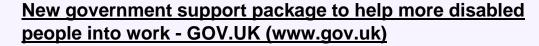
### New government support package to help more disabled people into work

Thousands more disabled people are set to benefit from a new package of support designed to help them into the work they want. Minister for Disabled People, Chloe Smith, has announced that 15 Jobcentre Plus sites will be testing an autism framework, designed with the National Autistic Society (NAS), to transform the service available to jobseekers on the autism spectrum.

The work coaches will look at how they can support disabled jobseekers with tools including immersive readers, magnifiers, and automated captions, which will not only improve their daily work but will also help with the completion of job applications and interviews.

Working age autistic people are often locked out of employment due to a lack of understanding and knowledge from employers and colleagues, and anxiety-inducing environments that can be distressing. It is hoped that the framework will help to break down these barriers and see more autistic people in jobs they love.

The framework explores how best to support autistic people into employment, including ensuring jobcentre appointments with autistic customers take place in the right environment and educating local employers in the additional requirements of autistic workers.





#### **Super People**

This creative platform allows employers to get to know the character of a person and how their disability is a positive part of who they are which does not affect their ability to work. The video CV process is an effective way to make disabled jobseekers stand out from the crowd. You can view their videos on their website <a href="mailto:Superpeople">Superpeople</a> and email them at <a href="mailto:contactsuperpeople@gmail.com">contactsuperpeople@gmail.com</a>

### Writing your CV

There is a great number of resources on how to write a great CV such as the Scope CV tool on how to write a great CV <u>Writing a CV | Disability charity Scope UK</u> to a video on how to make sure your CV is tailored to each job <u>Career Advice & Tips For Disabled Candidates - Showing Off Your Achievements [CC] - YouTube</u>. In this digital age the way a CV is sent can either be in paper format to a digital video. And there is the question of should I disclose my CV to a future employer? It is entirely up to you if you want to mention your health condition or impairment in your CV or cover letter. Only tell the employer about your disability when, and if, it suits you. But it's also helpful so they can put in place the right adjustments and make sure you have all the right tools to excel in your place of work.

In Microsoft Office there is a CV Assistant tool that can help you to double check spelling and grammar. In a word document go to the review section and click abc. You can also get more ideas about what to put and not put in your CV by using the CV Assistant.

### **National Deaf Children's Society**



Advice from the National Deaf Children Society website includes that you don't have to mention you are deaf when you apply for a job. And employers cannot ask you questions about your health that are unrelated to the job. Lots of deaf young people worry if they tell an employer they are deaf they could be discriminated against,

and they'll be less likely to get a job. The main benefit for telling employers is it gives you more protection under the Equality Act 2010 or Disability Discrimination Act (Ireland). If an employer claims they didn't know you had a disability, then you may have less of a case for discrimination. It is a good idea to have a think and plan when you might tell an employer.

If you don't mention you are deaf when you apply but are then invited to interview, you may want to tell them then. This means you can request any communication support or other access arrangements you might need for the interview. Understanding the support available to you in work can help you prepare for how you talk to employers about your deafness. If they haven't employed a deaf person before they may not be aware of the different technology or communication support available, funding through Access to Work grants or reasonable adjustments.

How do I find a job? | National Deaf Children's Society (ndcs.org.uk)

### Access to Work - My Experience

and find the best support that helps you.

By Luke

I wanted to write an article about my experience with Access to Work. I hadn't had to deal with access to work until I had got my job in 2018. Access to work helps people with disabilities get into and maintain a job with employers. They can help with grants for support workers, which is what I use them for, but they can also help with getting to and from work with transportation and helping with equipment such as headsets, software and hardware should a person need it to help them within their job role.



I personally feel that access to work can also help with independence because it will allow somebody with a disability to feel more independent because they are able to find employment with the help of ATW and its various grants and support if I could give any piece of advice to anybody that thinking of accessing ATW it's to do your research before you find employment on what ATW has to offer in terms of grants and support

I truly believe that access to work should be talked about in schools, colleges, and universities. I didn't know about ATW until I began my career and the whole process from then was very stressful for me. It was only because I had a disability confident employer who really understood me and could help me moving forward. I managed to secure my job in August 2018, and I didn't get my support until the following February. This was a very stressful time for me and those around me. It is crucial that the person who is accessing ATW understands the process before applying that way they can take everything in their stride and be able to deal with things easier.

The customer service agents who are at ATW are very nice and knowledgeable, so if you have any questions, you should ask them. I think ATW is a very lonely process. Sometimes and can be very trying, but the rewards are endless, and I wouldn't be where I am today without the help of ATW and the help of my employer. So, my last piece of advice is to go out there get the job and do your research and after that apply for ATW and see where it takes you.

### **Types of Apprenticeship**



There are apprenticeships to suit every skill; whether you're a people person or pretty good at science or maths. If you have a creative flair, you might want to look into beauty and hair apprenticeships, have you thought about working in floristry, horticulture, graphic design, interior design, or product design?

There are apprenticeships in theatre as well, but mainly on the technical side. For music lovers, there are apprenticeships in music marketing, artist or practical then you might want to consider apprenticeships in construction, maintenance, or agriculture. Or the great outdoors and do an apprenticeship in forestry, environmental conservation, gamekeeping, wildlife management and agriculture.

### Video CV Thinking outside the Box

by Luke





I want to explain to you what a video CV is and the reason why I thought it would be a good idea to help thousands like me find employment. A video CV can be used in the same way as a conventional CV. It allows companies to understand the personality of a prospective employee better than using words on paper. So, if you feel comfortable you can explain your disability and explain what you are good at and find a

disability confident employer that helps you achieve your goals.

I was having trouble finding work after coming out of university. I became disillusioned with finding work and felt like I was hitting my head up against a brick wall and then I got approached by a charity called Super People they interviewed me by phone and explained to me what they do, they came to my home, and we began to film the CV.

Once I had filmed the video CV and it was given the green light by the charity. I posted it online and all over my social media. This is when the video CV took off. It was seen over 30,000 times on my LinkedIn and had many, many shares on Facebook. It was eventually picked up by my current employers Microlink and I was offered an interview by them. I truly believe that the reason I was not as nervous when I went to my interview was the fact that my video CV had already shown Microlink what my personality was like and they already knew a lot about me, so I felt that I didn't have to explain my disability first before getting to know them and the type of job.

I felt that the barrier of my disability was no longer a factor, because of how the video CV was structured. I feel that if the use of video CVs were more widely accepted, then companies would have a more diverse workforce and be able to be more accommodating for those people with disabilities. Please see below links to my video CV and my work journey.

https://www.youtube.com/watch?v=j42w0v4jDDQ&t=20s

https://www.youtube.com/watch?v=jG2hHyckVAE

### **On-the-job Training and Apprenticeship**

When a seasoned employee teaches a relatively inexperienced worker how to perform job functions, it's called on-the-job training or an apprenticeship. This is usually skill-based training that involves learning processes or procedures for technical positions or jobs that require knowledge and expertise in the trades, such as building, construction or cosmetology.

An example of apprenticeship training is when an employee studies under the guidance of a master electrician. She is assigned to learn through watching the master electrician perform tasks and as well as classroom instruction. During the early stages of an apprenticeship, the future electrician may do simple tasks such as drilling and laying out tools. Upon completion of the apprenticeship, she becomes a journey

person – an electrician with the knowledge and skill level necessary to most electrical work. A journey person can become a master electrician with experience and further training.



### What is Job Shadowing?

One of form of job shadowing involves two similarly experienced workers with an interest in each other's function area of expertise. An example of a job shadow pairing might consist of two human resources specialists in separate disciplines: one an expert in compensation and benefits, and the other an expert in employee relations. Both employees have five years'



experience in their respective fields; however, they are interested in expanding the breadth of their human resources knowledge by learning more about another human resources discipline.

The job shadow experience facilitates bilateral instruction, meaning the employee relations specialist shadows the compensation and benefits specialist for a week. The compensation and benefits specialist then shadows the employee relations specialist for a week. This continues until each specialist feels she has a good grasp and understanding of the others' specialty field.

### What is: Mentoring for Aspiring Talent

The pairing between an accomplished executive and an aspiring professional is called a mentor-mentee relationship. An example of a mentor-mentee relationship is one between a law firm senior partner and a young associate. Throughout the relationship, the young lawyer learns the nuances of a law firm practice and how to be more effective in the courtroom. This type of mentor-mentee pairing can last for years during the young lawyer's entire time on the partnership track.

## Supported Internships help disabled young people feel valued and socially included

One of the biggest concerns for parents as their young people approach adulthood is if and where they will find a job. This is important because many people with SEND are not able to experience employment and all the positives that work brings. These positives can include developing a positive identity, enhanced self-concept, a sense of purpose and meaning and the opportunity to take part in society in a wider sense.

Supported internships have been used in America and more recently in England. They're open to young people with SEND aged 16-25 and include some college courses on things like life skills, numeracy, and literacy. They also work with a job coach to learn to do one or more kinds of jobs in an organisation over the course of about a year.

Job coaches help the young people learn the different tasks within the job while in the actual workplace and help them with the college courses. Young people who take part in these supported internships have said that it improves their life and work skills and that it makes them feel more confident. Importantly, quite a lot of young people who complete their supported internship get a paid job at the end, while many others either go on to further education courses or to do voluntary work, rather than ending up unemployed. Young people are also concerned about their lack of work experience and report that employers often expect them to have experience. Related to this, young people report that the careers support they receive is from teachers or advisors who do not know them well and are unable to tailor the support to them individually.

# <u>Supported Internships help disabled young people feel valued and socially included - Special Needs Jungle</u>

### New government 'passport' to help disabled graduates get into employment

Hundreds of disabled university students are set to benefit from a new 'passport' scheme that will support them as they move into work. The Department for Work and Pensions' (DWP) Access to Work Adjustment Passport will ease the transition from university into employment by reducing the need for repeated health assessments when starting a new job.

The pilot scheme, announced as part of the National Disability Strategy, is now getting underway at University of Wolverhampton and Manchester Metropolitan University. A passport will be offered to students who already receive extra support while studying at university, capturing information about their condition and the adjustments they already benefit from, avoiding repetitive disclosures when it comes to applying for the grant once they start work.

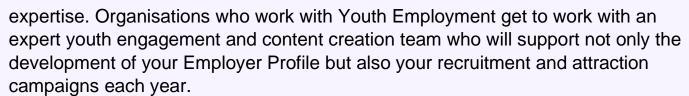
Up to 100 students at each university will be supported through the trial, and thousands more could benefit if the scheme is rolled out across the country. The passport is designed to give holders the confidence to have conversations about their disability and adjustments with potential employers.

# New government 'passport' to help disabled graduates get in to employment - GOV.UK (www.gov.uk)

### Youth Employment UK

Youth Employment UK aims to tackle youth employment by understanding the obstacles that young people face on their journey to employment. By using the insight also from the educators, employers, and policy makers too. Youth Employment UK provide the largest platform of free skills and careers resources in the UK supporting 14–24-year-olds.

For employers, Youth Employment UK support them to become youth-friendly and be recognised for their good youth employment practice. Helping great brands build their profile and recruit from our extensive pool of talented, diverse young professionals. For policy makers they are a first point of contact youth-led insight and youth employment





### Work With The Youth Employment Experts - Youth Employment UK

### **Get the Jump**



From Monday 24 January, 'Get the Jump' will run across England, helping to raise awareness of the campaign and to support young people in making informed choices about their next steps in education.

# Find your nearest college or learning provider using these search tools

There are thousands of adult learning courses available through the Mayor of London, and it's

never too late to start. Use the interactive map to locate your nearest college or learning provider and find out more about the courses and training they offer.

If you are a young person (19-23), in low pay, or currently unemployed you could get your course for free. The Mayor is spending around £320 million each year to fund training for Londoners. Contact a college or adult learning provider directly to find out more.

Colleges and learning providers may also be able to help with:

childcare - many learning providers can offer support in meeting childcare costs.
If you have a child under 5 then you may be entitled to

other support too. Find out more on the options available to you

 getting online - some learning providers offer digital devices to help Londoner's access online learning

• travel – learning providers are sometimes able to help cover the costs of travel for your course.

Use our interactive map to get in touch with your local college or learning provider and find out how they might be able to help.

Find adult learning providers near me | GLA (london.gov.uk)



## Gallery









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### We like to hear from you!

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We are disabled people leading change, and the voice of young disabled people must be central to that change

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