



Transition to Work Service Delivery Plan FOR PARTICIPANTS



About Transition to Work

AXIS Employment has designed a Transition to Work (TtW) service to help young people aged 15-21 find employment or build skills through education or training to help secure a job in the future.

Our Commitment to Transition to Work Participants

AXIS Employment is committed to achieving the best possible outcome for you. At your Initial Interview we will find out your strengths, skills and interests, identify any training needs and finally create a Job Plan which will detail what activities will help you achieve your goals. We will provide services to support you through the program including:

- **Regular Contact and Support:** We will help you prepare for employment or education; link you to community organisations to help you with other support services, if needed; and make alternative contact arrangements if you can't attend your appointment.
- **Assistance into Education:** We will work with to help you reengage in education or training; or prepare you for employment with foundation training and work experience placements; or support you with relevant vocational training that prepares you for local jobs.
- **Assistance into Employment:** We will provide you with job search tools, techniques and support; find suitable jobs at local businesses, including apprenticeships and traineeships; support you in all aspects of the job application and work placement.
- **Post-Placement Support:** While you are engaged in TtW we will maintain regular contact with you and your employer or education provider; work with you to stay in work or complete your education or training program; provide you with on-going support and assistance to achieve your Job Plan goals.

Our Networks

We have established relationships and connections across the region and within the local community that allows us to:

- use our employer networks to find you the right job or work experience opportunity;
- connect you with other relevant local community services to assist you with other needs;
- connect you to our network of education and training providers;
- work with your jobactive provider to ensure a continuity of service for you.

About Us

AXIS Employment is a not-for-profit organisation delivering a range of specialised employment services throughout regional Victoria. Our purpose is *"To Inspire and Empower People Through Employment"*.

Contact Us

For more information about AXIS Employment's TtW services, contact our Youth Consultants at the following sites:

HORSHAM

AXIS Employment
22 McLachlan Street
HORSHAM VIC 3400

p: 1800 811 622

e: reception@caei.com.au

ARARAT

AXIS Employment
90 Barkly Street
ARARAT VIC 3377

p: 1800 811 622

e: reception@caei.com.au

SWAN HILL

AXIS Employment
268 Campbell Street
SWAN HILL VIC 3585

p: 1800 054 718

e: swanhill@caei.com.au

MILDURA

AXIS Employment
120-122 Lime Avenue
MILDURA VIC 3500

p: 1800 618 961

e: mildura@caei.com.au

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