

## I have left school, what are my employment options?

- Register with Centrelink as a job seeker and access Job Networks through Centrelink; and
- Apply for JPET if eligible

### JOB NETWORK AGENCIES

[www.workplace.gov.au](http://www.workplace.gov.au)

Young people seeking employment can sign up with a Job Network agency, to assist them find work and other support. Young people do not have to be receiving Centrelink payments to be eligible to join a Job Network agency. To be eligible, people cannot be working 15 or more hours a week. Full-time students are also not eligible, however if students are full-time students and looking for apprenticeships and traineeships they may be eligible. Once people choose their job network they will stay with them until they find a job.

If people are receiving Centrelink they can access the Job Search Support Services. If after three months they are still unemployed they also can receive Intensive Support, which can be accessed until employment is found. When accessing Intensive Support, Centrelink uses the Job Search Classification Instrument to assess the level of support needed. In some cases, depending on their level of need identified by the JSCI, an individual can access a Job Seeker Account, which may be used to pay for transport costs, clothing for employment or interviews, some training costs, etc.

### JOB PLACEMENT, EMPLOYMENT AND TRAINING (JPET)

[www.workplace.gov.au](http://www.workplace.gov.au)

The JPET program seeks to link disadvantaged young people into education and training pathways and to provide support to assist them to overcome the personal and social barriers that may prevent them from gaining employment. Young people must be aged 15 to 21 years (although the priority age group is 13-19 years). Young people do not have to be receiving payments from Centrelink to be eligible. Those participating in JPET may be able to satisfy mutual obligation requirements for Centrelink (note that if this is the case, young people must have regular contact, at least monthly, with JPET for six months).

### YOUTH PATHWAYS PROGRAM (FORMERLY JOB PATHWAYS PROGRAM)

<http://jpp.dest.gov.au>

The Youth Pathways Program assists young people aged between 13 and 19 years to engage with school or to assist them to move on. The focus of the program is on school retention and education and training pathways for young people unable to continue their schooling. Young people can be either in school or have left school in the last twelve months. Young people can use their involvement with this program as part of their mutual obligation requirements if receiving Centrelink payments. Note that young people cannot access both YPP and JPET at the same time.

## What to expect when you register

### CONTACT CENTRELINK

You may select to be interviewed by a Centrelink officer by:

- \*telephone, OR
- \*in person at the Centrelink office

### THE INTERVIEW WITH CENTRELINK

There is a set of questions you will be asked, either over the phone or in person

*What is the purpose of these questions?*

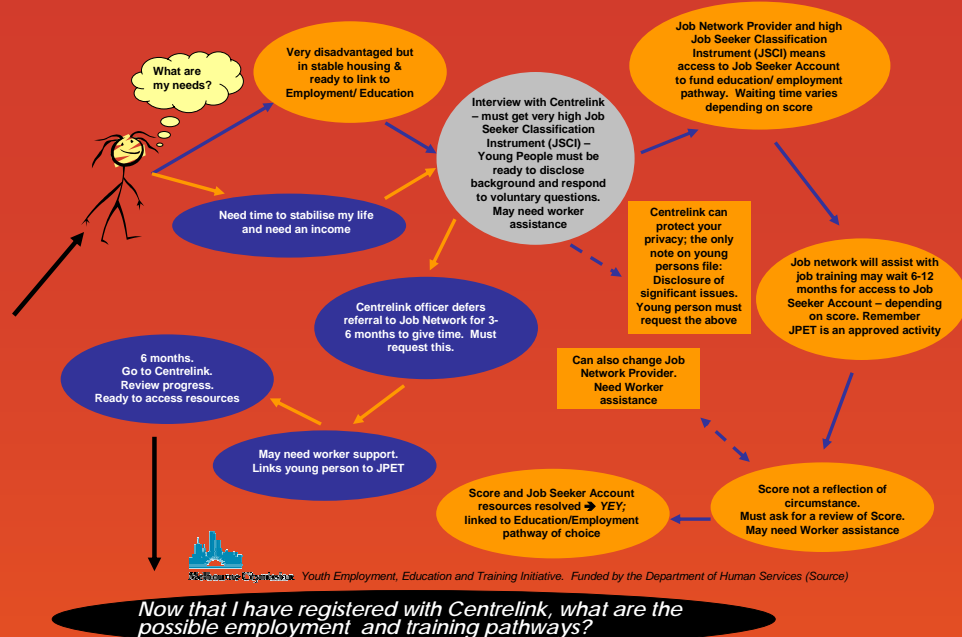
Part A to register with Centrelink, and be given your **JOB SEEKER NUMBER**

Part B will help Centrelink work out what assistance you will get in your job search

*NOTE: The questions include really personal details*

*It is recommended young people talk to their Careers/MIPs teacher or the Centrelink Youth Services Officer about the details of these questions BEFORE the official interview. A young person will benefit if they are honest and truthful as often there is more financial assistance available to those whose circumstances require it. Your privacy is protected by law!*

Source: Brimbank/Melton LLEN



Now that I have registered with Centrelink, what are the possible employment and training pathways?

## Now that I have registered with Centrelink, what programs does Centrelink offer that can assist me to find employment?

### LANGUAGE, LITERACY AND NUMERACY PROGRAM (LLNP)

[www.llnp.dest.gov.au](http://www.llnp.dest.gov.au)

The language, literacy and numeracy program provides language, literacy and numeracy training for job seekers in order to remove barriers to employment and training. Training may be provided by community organisations, TAFEs, private organisations, universities and not-for-profit organisations. People must be referred from Centrelink. People must be aged over 15 years of age and registered with Centrelink as a job seeker. There are a number of other detailed eligibility criteria, see the LLNP website above for more information.

### WORK FOR THE DOLE

[www.workplace.gov.au](http://www.workplace.gov.au)

Work for the Dole provides people over 18 years of age and receiving Newstart, Youth Allowance (as a jobseeker) or the Parenting Payment to undertake work experience to meet mutual obligation requirements. If aged between 18 and 20 years, people do a minimum of 24 hours each fortnight and those over 21 undertake a minimum of 30 hours per fortnight. The work experience placements usually last for six months. People must sign a Preparing for Work Agreement before they start Work for the Dole. If people have their payment reduced they can have it restored by signing a Preparing for Work Agreement and starting Work for the Dole. Note that individuals can build up training credits worth \$800 to go towards education and training opportunities. Those who have built up credits have twelve months to use them.

### CAREER PLANNING PROGRAM

[www.centrelink.gov.au](http://www.centrelink.gov.au)

The Career Planning Program provides those receiving Centrelink payments with free career counselling. Young people aged between 15 and 20 years are also eligible if they do not receive Centrelink payments, however they must be registered with Centrelink as a job seeker.

### DISABILITY EMPLOYMENT SERVICES

[www.centrelink.gov.au](http://www.centrelink.gov.au)

Disability Employment Services provide assistance to find work for those with a disability. An individual does not have to be on Centrelink payments to access these services. Included within these services is the Disability Open Employment Service, which can provide support whilst in training, assistance to find and start work and support whilst in employment.

### JOBS, EDUCATION AND TRAINING

[www.centrelink.gov.au](http://www.centrelink.gov.au)

The Jobs, Education and Training Program aims to reduce the barriers to employment faced by single parents. Those on Centrelink Parenting Payments may be eligible for access to a JET Adviser who works with single parents to identify barriers to gaining employment, and can assist people to find childcare options.

### PERSONAL SUPPORT PROGRAM

[www.workplace.gov.au](http://www.workplace.gov.au)

The Personal Support Program aims to assist job seekers overcome personal circumstances that are impacting on their ability to enter employment, education and training pathways. People who are receiving Centrelink payments can access the program, as can young people aged 15 to 20 years who are not receiving payments, but are registered as job seekers. This program is an approved activity for Centrelink and people can access the program for up to two years.



### ADULT, COMMUNITY AND FURTHER EDUCATION (ACFE)

[www.acfe.vic.gov.au](http://www.acfe.vic.gov.au)

Adult, Community and Further Education provides a variety of education and training opportunities in a number of settings. These settings include Adult and Community Education Centres, Neighbourhood Houses, Community Centres, Adult Education Institutions (for example the Centre for Adult Education and Adult Multicultural Education Services) and TAFE. Private registered training organisations also provide other education and training opportunities. The learning opportunities provided by these organisations can include personal development, numeracy and literacy, VCE and VCAL and employment skills.

### VICTORIAN TAFE COLLEGES

<http://www.tafe.vic.gov.au/>

TAFE provides courses in pre-employment, English Language, VCAL and the Victorian Certificate in Education. TAFE also provides a wide range of Vocational courses and alternative education pathways that may assist young people who are not currently within a school to complete post-compulsory education.

### GROUP TRAINING

<http://grouptraining.dest.gov.au> [www.gtavic.asn.au/about.html](http://www.gtavic.asn.au/about.html)

Group Training Companies operate on either a regional or industry basis. Group Training Companies employ apprentices and trainees and then find employers for either part or whole of the training period. Group Training Companies provide trainees and apprentices with security throughout their employment and training.

### NEW APPRENTICESHIPS ACCESS PROGRAM (NAAP)

<http://naap.dest.gov.au>

The New Apprenticeships Access Program provides job seekers with pre-vocational training and the support needed to gain and maintain an apprenticeship. This program targets young people at risk of experiencing difficulty finding employment options. People must be over the age of 15 years of age and registered with Centrelink or a Job Network agency as a job seeker or be referred by other programs such as YPP, POEM or JPET. Those under the age of 25 years who left school before the end of Year 12 are also eligible. Individuals must also be in one of the following categories: Indigenous, Australian born South Sea Islander, at risk Year 12 school leaver, unemployed for over one year (and registered as a job seeker with Centrelink during this time), a self-disclosed ex-offender, homeless, person with a disability, female seeking apprenticeship in a non-traditional occupation, single parent receiving the Parenting Payment or a person who has completed the Language, Literacy and Numeracy Program.

### YOUTH EMPLOYMENT SCHEME (YES)

[www.employment.vic.gov.au](http://www.employment.vic.gov.au)

The Youth Employment Scheme provides traineeships and apprenticeships in the Victorian Public Service for unemployed young people aged 15 to 24 years of age. To look for vacancies in this program check out the Victorian Government Youth Jobs Database <http://yes.employment.vic.gov.au/>

### COMMUNITY JOBS PROGRAM—EMPLOYMENT INITIATIVES

[www.employment.vic.gov.au](http://www.employment.vic.gov.au)

The Community Jobs Program (Employment Initiatives) provides work experience for disadvantaged and unemployed people over 15 years of age. People must be unemployed for twelve months to access this program or must be at risk of long-term unemployment. Community organisations and employment services provide case management, opportunities for work placement and experience and for training as part of this program.

### JOBS FOR YOUNG PEOPLE

[www.employment.vic.gov.au](http://www.employment.vic.gov.au)

The Jobs for Young People program provides unemployed young people aged 15 to 24 years of age with the opportunity to undertake traineeships and apprenticeships within local government. To look for vacancies in this program check out the Victorian Government Youth Jobs Database <http://yes.employment.vic.gov.au/>

### COMMUNITY DEVELOPMENT EMPLOYMENT PROJECTS (CDEP)

[www.workplace.gov.au](http://www.workplace.gov.au)

CDEP provides Indigenous people with opportunities to develop skills in order to find employment whilst undertaking activities aimed at meeting the needs of the community. Individuals must be over 16 years old and unemployed (although people can be 15 years old if they are receiving Youth Allowance and not undertaking full-time study). Individuals are ineligible if they are full-time students.

### COMMUNITY JOBS PROGRAM—JOBS AND TRAINING

[www.employment.vic.gov.au](http://www.employment.vic.gov.au)

The Community Jobs Program (Jobs and Training) provides employment opportunities for disadvantaged and unemployed people over 15 years of age. Work experience opportunities are offered in local government, the public service and in community agencies. To access this program individuals do not have to be registered with Centrelink or a Job Network agency. To be eligible people must be unemployed for at least six months. If young people are deemed to be at risk of long-term unemployment, including homeless, have a disability, are Indigenous, ex-offenders, early school leavers or from culturally and linguistically diverse backgrounds, they may access the program after only one month of unemployment. Participation in this program will impact on Centrelink payments because individuals receive an award wage. Those who have received Centrelink payments for more than 12 months will still be eligible for a health care card. Those referred by a Job Network will remain Fully Job Network Eligible (FJNE), so their level of support from their Job Network agency will be the same after they complete the program.