



This project is funded by:



### *Project Case Study*

## **Bury College Business Solutions, Passport to Employment**

### **Project Overview**

An initiative has been set up to help unemployed people from across Bury and Oldham find a route back to work.

Bury College's Passport to Employment project is aimed at those determined to gain employment, including lone parents or people who have been made redundant after years of working.

Greater Manchester colleges including Bury College and The Oldham College received funding totalling £61,112 from the Learning and Skills Council (LSC) as part of its 2007-10 European Social Fund (ESF) Co-finance Plan.

### **How it works**

Established in Spring 2008, the initiative is run by Business Solutions, Bury College's business arm. During the course, participants are encouraged to work on their CVs and personal statements, take part in interviews and learn how to become more confident and, ultimately, more employable.

Employment Skills Development Manager for Bury College, Lynne Woods, says: "Many participants who join the course have been made redundant after many years in work or have been unemployed for several months.

“They are often surprised to learn how much their previous experience will help in their search for work so we help them assess their existing skills and look at how they can transfer these to other roles.

“We work on increasing participants’ confidence and assertiveness and give them the tools to gain employment, like up-to-date references. In addition, they can work towards qualifications in IT and food hygiene or numeracy and literacy.

“Our aim is to give them something extra, such as a health and safety or manual handling certificates, something that will help them stand out from other candidates.”

Lynne adds: “Not only do participants leave the course with a clear idea of what direction they want to take, they all say they’ve really enjoyed themselves and for many, it’s gives them the boost they need to get back into work.”

### **Impact and Success**

To date, more than 85 people have enrolled on the course, and around 20 have so far gained employment as a direct result of their involvement. Several other people have begun working towards NVQ qualifications with Bury College.

43-year-old Elaine Murphy from Bury is just one of the people to have benefited from the three week course. Despite being unemployed for a year, Elaine has now secured a job at Bury’s Morrisons supermarket on the delicatessen counter and is aiming to be promoted to a supervisory role in the near future.

Elaine explains: “The Passport to Employment course helped me learn how to fill in an application form properly and how to do well in interviews. After so long out of work, I’d almost forgotten what I needed to do but the course helped me remember.”

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