

## **Young Person's Guarantee: Work Focused Training Delivery Requirements**

*The approach relies on successful providers being able to meet the needs of individuals, employers and sectors in the Districts identified. Training and support activity must demonstrate a maximum degree of flexibility to support individual employability and mobility. The provision should recognise the specific and diverse needs of the intended cohort of learners who will be young people aged between 18 and 24 years and who are approaching the 12 month stage of their claim*

*The provider must be able to offer the following range of skills interventions tailored to the needs of the individual. It is recognised that not all of these will be needed in each case:*

- *Training Needs Analysis and Individual Learning Plan;*
- *Skills for Life diagnostics (including ICT) and delivery of appropriate training;*
- *Embedded IAG and learner support;*
- *Training to update skills needed for a specific employment sector and/or employer leading to a recognised level 2, level 3 and embedded delivery of adult basic skills qualification(s) where appropriate;*
- *Training to provide skills to enter a different occupation or sector leading to a recognised level 2, level 3 and embedded delivery of adult basic skills qualification(s) where appropriate;*
- *Job search activities that may include improving work-related communication skills, building links with employers, creating a CV, completing job application forms (using information and digital technology where appropriate, and interview practice.*
- *Regular progress reviews;*
- *Work placements and/or work trials wherever possible;*
- *Exit interviews to include signposting/referral to further careers advice where appropriate;*
- *Customer tracking.*

*The training package will be available from November 2009 to Jobcentre Plus customers aged 18 to 24 who have been unemployed and who are approaching the 12 month stage of their Jobseekers Allowance claim. Potential customers could be identified and referred to provision by the following routes:*

- *Jobcentre Plus advisers working with customers in the 12 month unemployed window;*
- *Nextstep advisers identifying suitable candidates as part of their skills action planning;*
- *Providers directly recruiting appropriate and eligible customers.*
- *Connexions advisers working closely with Jobseekers Allowance claimants aged 18.*

*A key requirement for providers is that once the individual re-enters*

*employment then the provider should seek to continue skills and qualifications development with the new employer wherever possible.*

#### *Key Characteristics of the Offer*

- *driven by the skills needs of individuals and anticipated labour market demand identified through labour market intelligence or knowledge of inward investment*
- *Typically between 3-6 months duration*
- *Flexible modes of delivery including flexible start dates and continuous provision throughout the year*
- *National coverage – the offer will be available across England*
- *To focus on providing accredited and approved training that leads to a full Level 2 or full Level 3 qualification or, that can be continued in-work or around work*
- *In-built job search and job application support as part of a tailored package*
- *To include appropriate careers advice specifically tailored to provide comprehensive support to the learner (taking into account the fact that whilst young, the customer group will have a very wide ranging set of needs and starting points on their own personal development journeys).*

*Successful providers will be required to adhere to the Jobcentre Plus data handling and attendance feedback requirements, including notifying Jobcentre Plus of non-attendance to an agreed timescale (within 48 hours).*

*The successful contractor should have the capacity to deliver education and training immediately once the contract starts in November 2009. This should not be delayed in any way by any recruitment processes, availability of premises or other processes that need to be introduced.*

*For more information on the Young Person's Guarantee go to:*

*<http://research.dwp.gov.uk/campaigns/futurejobsfund/youngpersons.asp>*

*For more information on LSC funding policy and guidance go to:*

*<http://www.lsc.gov.uk/providers/funding-policy/strategic-overview/>*