

# STEPUP

Transition & Employment Service.

Step Up provides work skills and capacity building across a five day per week timetable. The activities and services provided encourage development of employability and vocational skills and promote sustainable employment for individuals with a disability or other barriers.



# YOUR EMPLOYMENT BLUEPRINT

Step Up's services are goal orientated; we help you identify your goals, then develop your own tailored blueprint plan to achieve them.

You can choose one or several activities from each of our Employment Blueprint steps and we will provide the necessary resources and a Support Worker to help you along the way.



## DISCOVERY

During Discovery you will have access to resources to help you discover your;

- employment and educational goals,
- interests and abilities,
- skills and strengths,
- learning style,
- employability skills, and
- career options.



## PLANNING & DEVELOPMENT

Once you have discovered your goals & the strengths you need to get there, you and your job coach will start planning your own development with activities like;

- work experience,
- work place visits,
- resumé development,
- transport planning & licenses, and
- employability skills development including:
  - > communication,
  - > teamwork,
  - > problem solving,
  - > initiative,
  - > planning & organising,
  - > self management, and
  - > learning & technology.





## OUTCOMES

### **CUSTOMISED EMPLOYMENT**

Customised Employment is an individualised approach to vocational supports and services, one person at a time. It consists of two stages: Discovery & Job Creation. The goal of Customised Employment is to tailor jobs/self-employment to fit the skills, interests, strengths and support needs of the individual.

### **TRAINING & DEVELOPMENT**

Training and Development is a process where jobseekers sharpen their skills, change their attitude, and gain more knowledge to enhance their performance. Whether its for a first time job, or a jobseeker who has been unemployed for a while, Step Up can provide a vocational profile that aims to develop the individual's own awareness and understanding of opportunities and obstacles they may need to reach employment.

### **DISABILITY EMPLOYMENT SERVICE (DES)**

Step Up works in collaboration with Mai-Wel LabourForce Solutions to find the right employment before individuals enter the workforce. Step Up provides direct registrations for individuals and seamless concurrency from service to service.

### **AUSTRALIAN DISABILITY ENTERPRISES**

Step Up can provide work experience and referral through NDIS funding to build an individual's capacity for an opportunity of employment in an Australian Disability Enterprise.





# SCHOOL LEAVER EMPLOYMENT SUPPORTS

Mai-Wel's Step Up Transition and Employment Service is a registered provider for School Leaver Employment Supports (SLES). The service offers individualised and group support for up to two years after finishing Year 12, to build capacity and develop employment skills and confidence for school leavers to find and sustain employment.

Mai-Wel's SLES follows the same model as Step Up and provides access to our Thrive projects and Customised Employment Programs.

## OVERLAP OF SLES AND DES

SLES and Disability Employment Supports (DES) aim to build participant skills and capacity to reach the threshold criteria for DES.

At present, SLES providers are able to transition a participant to a DES provider when they are ready to look for work while also maintaining SLES services. This ensures that any pre-employment skills gained during the SLES service period are maintained prior to entry in the open labour market.

### ✔ SLES

- NDIS Plan to identify needs and build independence, including social and economic participation
- Unpaid work experience to overcome barriers and build confidence
- Develop a working lifestyle and life skills to support the transition to work

### ✔ OVERLAP BETWEEN SLES & DES

- SLES maintains the individual's confidence, skills and addresses gaps
- DES is searching for a job at a timing that matches the participant's work readiness

### ✔ DES

- Employment Participant Plan (EPP)
- Job search - job site training; placement
- Post placement support in paid employment

# JOBSEEKER FEEDBACK



*During my time with Step Up I have obtained great work experience in hospitality, mainly with the Mercure Pokolbin and Cessnock Leagues Club. I'm now on my way to obtaining paid work in hospitality. Mai-Wel has been a great place for me to meet new people outside of school.*

**BLAKE**  
STEP UP SUCCESS STORY



# EMPLOYER & FAMILY FEEDBACK



*Mai-Wel have a wonderful reputation already as a Disability Service provider and we can now see why. I would absolutely recommend Mai-Wel's Step Up initiative as they cater for a huge range of disabilities and offer a variety of activities suited to each participant's abilities. I know Alyssa is completely safe and that she has a wonderful time there. We are very happy with our decision to enrol Alyssa in the Step Up program.*

**NICOLE CLARKE**  
MOTHER OF ALYSSA CLARKE, STEP UP PARTICIPANT



*Over the past seven years, I've had the opportunity to work alongside support workers and participants from the Step Up program. I have observed the participants build their capacity through work-like activities in a real work environment. I see it gives participants a real sense of belonging to a community and I have seen fantastic outcomes. We have been able to offer, in the past six years, traineeships from this partnership with Step Up and I have thoroughly enjoyed watching the participants develop personally and professionally.*

**SUE HAWKE**  
GROUNDS MAINTENANCE, ST PATRICK'S PRIMARY SCHOOL LOCHINVAR





**“ALL THE  
BREAKFAST  
OPTIONS THAT  
WERE SERVED  
WERE BEAUTIFUL!”**

Kate Meyn Shrimpton  
Maitland Business Chamber



## What is Thrive?

Thrive is a Mai-Wel LabourForce Solutions project based learning model used to assist individuals to develop experience of being a worker, facilitate the development of foundation skills for successful entry into vocational training & employment. Thrive currently has five enterprise projects:

**THRIVE GREENS | THRIVE BOHO | THRIVE CAFÉ | THRIVE SCENTS | THRIVE RENEW**

Each project provides a 'real' work environment where participants are provided with the opportunities to grow and develop as workers. The development of the expected employability skills will be embedded into the day to day activities and expectations of the project.

Individuals can take part in planning and maintaining a market garden, gain valuable experience in a fully functioning café, design and make a range of scented candles and melts, develop basic carpentry skills and more!





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