

Build confidence and understand appropriate workplace behaviours

Would you like to be able to communicate confidently in the workplace and other social situations? WorkReady can help you build and improve on these skills.

Good communication is essential to connect with our community, family, network and colleagues. WorkReady helps participants to become more aware about social environments, workplace expectations and appropriate behaviours. It is also a great opportunity to meet new friends!

Study a course that interests you!

If you would like to study, we can support your learning journey, assisting with everything from enrolment through to regular study support, and liaison with your learning institution if you need it.

Still at School?

If you are still at school, you can get started with the WorkReady service. We have done this for many students, working around school hours and commitments, either face-to-face or online. We also run group workshops in schools.

NDIS plans

You may be able to access your **NDIS Plan** to fund your services with WorkReady. If you don't have an **NDIS Plan** and would like some guidance and advice around how to apply for one, we can also assist you. If you don't receive an **NDIS plan**, there are other options too. Please give us a call to discuss these with you.



About Us

Ability Options supports people through work experience, employment, and specialist services, in home, online and in the community. Our services support people with disabilities and those whose lives are changed as a result of accidents and unemployment. We pride ourselves on personalised support for people to achieve both short and long term goals, and gain new experiences and opportunities for employment, community connections and greater independence.

Get in touch

If you are interested in WorkReady, please get in touch with us. We can meet to have a chat about what we do, and you can also trial the service at no cost, to get a feel for what it is like.

To find out more or to register your interest in WorkReady, please contact us on **1300 422 454** or email **workready@abilityoptions.org.au**



We respectfully acknowledge the traditional custodians of the Country on which we live and work together and are committed to building relationships, respect and opportunities with Aboriginal and Torres Strait Islander Peoples.

Get WorkReady After School



WorkReady School Leaver Employment Supports (SLES)

Just left school and not sure what you would like to do? Or maybe you know what you want to do, but you're not sure how to get there. WorkReady can support you to transition smoothly from school to employment, or school to further study. It can be a challenging time leaving school. Suddenly you need to make a lot of choices about the next steps, but you might not be sure what those next steps are.

The WorkReady SLES Service is focused on employment, training, and life skills for young people and School Leavers. The service develops your knowledge and experience to enter into the world of work, or further education, with confidence.



Discover your interests, strengths and passions and link them to employment

Everybody has strengths and we want to get to know yours. The WorkReady service recognises that everyone has skills and strengths that they can build on, and also challenges that they might like to work on. We want to get to know you, so that we can support you in the best way. Understanding what makes you tick is key to building confidence and skills. We can help you understand the skills required in the workplace and why they are important, and provide a range of options for you to develop those skills.

Learn the skills you need for employment

We work with you to understand what you need to get a job you want.

Some of the topics we cover include:

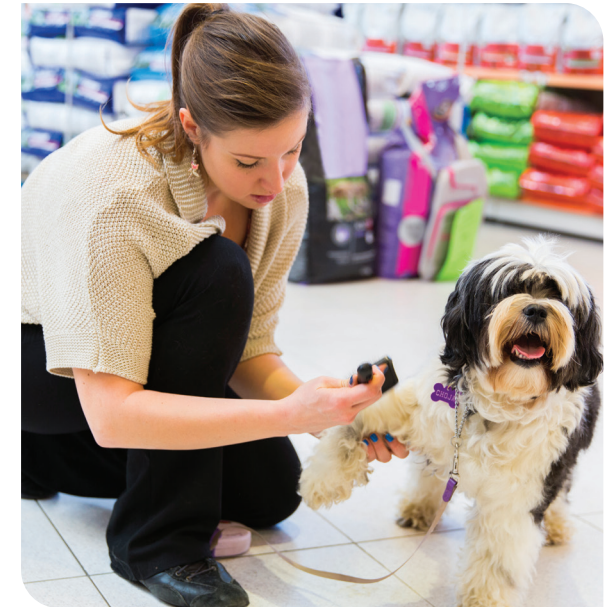
- How to write strong resumes
- Describing your skills
- Cover letters
- Interview skills
- Travel training or learning to drive
- Confidence and communications
- Interacting with others at work
- Budgeting and numeracy skills

This is not an exhaustive list, but a starting point!

We work together on an ongoing basis to focus on the skills you need to reach your goals and find meaningful employment. How do we do this? By working in groups, individually in one-to-one settings, or with a support worker. It's totally up to you. We can meet you in our offices, or in the community, at your school, or online.

Explore employment options and industries

The world of work is bigger than ever, with so many different options to choose from. Sometimes it can be quite overwhelming to try to navigate this space. WorkReady runs Industry Days to find out what different industries are and learn about the types of jobs available in those industries. Meet real people who work in these industries and see first-hand what jobs are like.



Work experience

Learn the skills you will need in the workplace, with positive reinforcement and encouragement, but no pressure. Before embarking on employment, we provide a safe environment for you to test your skills. If there are any areas that come up that we need to work on, we can provide this training to prepare you for the job you want.