

# Getting you WorkReady!



**WorkReady equips you with the skills, knowledge, and real-world experience for you to enter/re-enter the workforce, or gain further training with confidence. Whether you are eager to join the workforce straight away or thinking about extra study or training, WorkReady will support YOU and your goals.**

## **Plan and prepare**

Our **WorkReady** team start by listening to you, to discover your employment and study goals. We also want to know what **your strengths** and **interests** are, so that we can personalise our approach. Together, we develop an individualised plan which we will regularly review with you and your circle of support.

This could include:

- career planning
- creating a resume and cover letter
- job seeking and interview skills
- how to market yourself
- work ethics and behaviours at work
- career counselling and guidance
- strategies to build your confidence
- travel training, budgeting, and numeracy skills
- building social and communication skills

This is not an exhaustive list, but a starting point! We work with you on an ongoing basis to focus on the skills you need to reach your goals and find meaningful employment.

## **Connect to work with ongoing support**

We connect you with our large network of employers, giving you hands-on work experience in workplaces that match your interests and goals. We can also support you to find and keep a job using our Disability Employment Service. Once you have a job, we work with you to ensure your experience is positive, you always feel supported, and there is someone there to talk things through with.

## **WorkReady Services**

**In today's competitive job market, we understand how hard it can be to get your foot in the door. Every person's employment journey is different.**

### **WorkReady School Leaver Employment Supports (SLES)**

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 the world of work, or further education, with confidence.





## **We support people of all ages to realise their study and employment goals**

We not only support young people through SLES, we also support any adult living with a disability who feels ready and motivated to move into work, re-enter the workforce, or pursue further education. If you are currently working, but want a promotion, or to move jobs, we can support you with these goals too.

## **Youth Support**

WorkReady partners with youth organisations, developing and delivering specific content and programs to engage young people in employment and build workplace skills. Our highly skilled and experienced team ensures that every program is uniquely developed to meet your requirements.

## **Insurance and getting back to work**

We partner with Workers Compensation and other insurance companies to deliver supports and services for people who wish to return to work, and re-build confidence and skills.

## Personalised approach

The WorkReady service is tailored to meet **YOUR** needs, and delivered in the way **YOU** prefer. Our consultants start the relationship by listening to you to understand what your goals are. If you are not sure of your goals, they can also support you to discover them.

We can meet you in our offices or in the community, at your school, or in your workplace. If you prefer remote servicing, we can also meet you online. The service is always individualised and personalised.

We have developed programs for schools and large organisations, and assisted with work experience placements. 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.

## 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.



*The WorkReady  
service is  
tailored to meet  
YOUR needs.*



## 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

To find out more or to register your interest in WorkReady, please contact us on

**1300 422 454** or email

**[workready@abilityoptions.org.au](mailto: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.*