

ISSUE 3

FEBRUARY 2025

Unity

EMPLOYMENT SERVICES



FIND OUT MORE ABOUT HOW WE CAN  
SUPPORT YOU

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# Training & Upskilling



## We offer free training & upskilling to help you into the career you want!

We offer a wide range of basic training for free here at our Employment Hub, based within the Unity Business Centre.

Firstly, we want to help you to identify the skills needed for the career you're aiming towards, giving you a better chance at achieving your goal.

Once you know what skills you need or are wanting to improve, we will support you by providing the facilities for you to learn. If we currently don't offer the training courses you are looking for, then we will help you to find the best option for training.

If you are stuck on an application to College or University, we can support you, giving you the best chances of securing your place.

Work experience is also very important when you're in the competitive job market. With few suitable job opportunities, and more people looking for work it can be challenging to stand out.

To give yourself the best chance, you need to ensure you're fully prepared and be confident in your ability. Undertaking work experience or volunteering is a great way for you to build your confidence and to make your C.V stand out.

Having experience of being in a work environment can also help you decide on what career you want to go for and provides you with a reference for future employers.

Ask us how you can get involved with work experience at Unity!

### Learn with us:

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ESOL

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Digital Skills

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Bicsc  
cleaning  
standards  
training

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Volunteering  
& work  
experience

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# DIGITAL SKILLS

## WHAT WILL YOU LEARN?

- Getting online & using the internet
- Safety & Security online
- Using email and office programmes
- Managing money and health online
- Employment and work
- Typing Skills

## FREE COURSE – LIMITED SPACES!

**REGISTER NOW!**

 07593561613 / 07730870810

 [Employment.Outreach@unityha.co.uk](mailto:Employment.Outreach@unityha.co.uk)

 26 Roundhay Road, Unity  
Business Centre, LS7 1AB



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# ESOL COURSE



**ESOL CLASSES COMING TO  
UNITY!**

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**CLASSES ARE HOSTED AT  
OUR EMPLOYMENT HUB, IN  
UNITY BUSINESS CENTRE,  
26 ROUNDHAY ROAD LS7 1AB**

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**TO REGISTER FOR OUR  
UPCOMING CLASSES  
CONTACT US! INFO BELOW**

IF YOU ARE INTERESTED IN OUR ESOL CLASSES BUT WOULD LIKE MORE INFORMATION OR CAN'T MAKE THIS DATE, PLEASE CONTACT LORRAINE: 07714134531 OR KELLY: 07730870810. ALTERNATIVELY, YOU CAN CONTACT US VIA OUR EMAIL BELOW

**EMPLOYMENTOUTREACH@UNITYHA.CO.UK**



# EMPLOYMENT OPTIONS

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**Choosing your career can be a tough decision for everyone, as you plan for your future in employment.**

There are different options to look at when starting your career. The main four would be apprenticeships, traineeships, full-time or part-time employment. There's also the option to sign up for agency work. Each of these have pro's and con's depending on your situation. We recommend you to look at all options before making your decision.

## ***What about self-employment?***

Have you got a business idea in mind? Then we can help you get the ball rolling.

Our Employment Outreach Officers can discuss the initial stages of becoming self-employed with you and put you in contact with our Business Advisor here at Unity.

## ***Apprenticeships***

During the start of your career is the best time for you to work on the skills you will need for you to progress in your role. Apprenticeships are a great option for you to work towards the qualifications you'll need for current and future roles. Earning while learning, with the support from colleagues and training providers is one of the best ways to improve your knowledge and confidence.

## ***Is there any age restrictions?***

Apprenticeships have no upper age limit for people to start an apprenticeship, and we recommend considering them as an option for everyone. However some employers may aim their apprenticeships towards younger applicants.

# NEED SUPPORT?

How we can support you to find employment



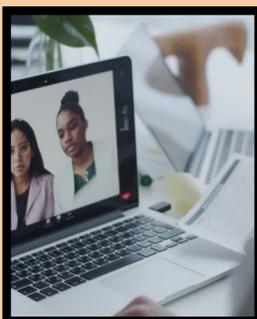
## Job Club

Our Thursday afternoons have been dedicated to our drop-in job club. We are open to all who need support, whether it's for applications & form filling, C.V's & cover letters, or simply a safe space for you to use our laptops to search for jobs.



## 1-2-1 Support & Advice

We also offer 1-2-1 appointments with our Employment Outreach Officers, where we will discuss your preferred career options and help you at each stage. We can help you identify the skills you have, and those you may need to help secure the job. We will support you to understand job descriptions and personal specifications to improve your chances of getting to the interview stages.



## Interviews

Mock interviews are a great way to relieve some nerves and prepare you for the big day. We can offer you different kinds of mock interviews, including 1-2-1, panel and online. Also, we can refer you to partner organisations who will also support you with interview techniques and clothes!

# Amazon Echo Show



Last year Unity Employment Services partnered with Ability Net, who kindly supplied us with 10 Amazon Echo for us to issue to tenants over the age of 55 or with a disability or health condition. The feedback we had received from our tenants was so positive that we have decided to purchase more devices to issue out. These will be issued on a first come, first serve basis as we only have a limited amount, so if you're interested please contact Kelly on 07730870810 or email [EmploymentOutreach@unityha.co.uk](mailto:EmploymentOutreach@unityha.co.uk). Alternatively you can speak to your Housing Officer.

## Case Study A

Client A has been a resident of Unity for a short period of time, after suffering a stroke he needed more suitable accommodation to live comfortably due to lasting mobility issues. Client A doesn't go out as much as he used to, so spends a lot of his time at home. When the Echo Dot's became available the Unity Housing and Employment Teams worked extensively to help Client A to feel more included in society and help him while he is at home.

Since having the Amazon Echo delivered Client A has been able to check the weather, video call his family, add to his shopping list, and keep up to date on the latest news.

"Thank you for helping me, I feel like a weight has been lifted. I know if I fall, I can ask Alexa to call my family so they can come and help me. I have added pictures to the screen, and this makes me smile every day. She makes me laugh and tells me jokes and sings to me when I ask her. On the days when I can't get out, I can speak to her and ask her questions which keeps me on my toes."

## Case Study B

Client B has been a resident of Unity for over ten years, she has been in and out of employment due to caring responsibilities. Due to spending much more time at home and not having internet at home, when the Amazon Echo devices became available the team assisted Client B with Internet access alongside the Amazon Echo to help her stay connected.

Since receiving the Amazon Echo and data Client B has been able to complete her shopping, watch the news, set timers and alarms and search for jobs and training opportunities. Client B's family members have also benefited by helping with schoolwork and routines.

"I didn't think I would be able to access the Amazon Echo's due to not having internet. The team have helped me significantly. I have caring responsibilities, and this has helped with routines and staying connected to the outside world. Some day's can be so lonely when looking after a child with additional needs but this has really helped."

## Free devices for Unity Tenants

# Jāngala

We have recently partnered with Jangala to secure Get Boxes. We will be issuing Get Boxes to individuals and households, so if your household would benefit from having a Get Box then contact Kelly on 07730870810 or email [EmploymentOutreach@unityha.co.uk](mailto:EmploymentOutreach@unityha.co.uk). Alternatively, you can speak to your Housing Officer.

The Get Boxes are pre-loaded with a Sim Card that updates with data automatically each month until December 2025. This can help you and your family with some of the cost from Wifi hubs you may be paying for.



## Amazon Echo



Following positive feedback we have more Amazon Echo Show's to issue to our tenants. These devices can help with accessibility around your home, connect with your smart devices, video calling & more. If you think having one of these devices in your home would help then please get in touch. We have a limited number of devices so we will issue these on a first come, first serve basis.

Email us:  
[EmploymentOutreach@unityha.co.uk](mailto:EmploymentOutreach@unityha.co.uk), or ask your housing officer.