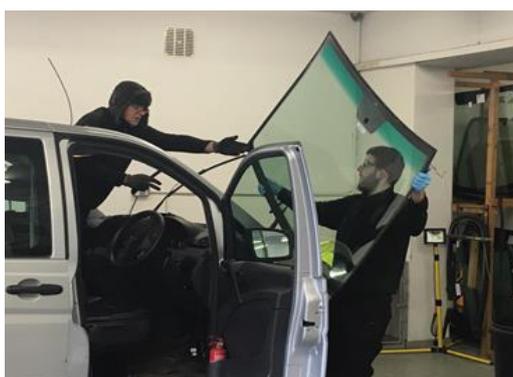


Employers Guide to Supported Internships

Developing an ethical corporate image can be fundamental to business success. A study found that 87% of consumers preferred to use companies that hired people with disabilities, and that 92% felt more favorable towards companies that hired individuals with disabilities

<p>1. A supported Internship is a course offered by colleges and school sixth forms throughout England to young people with learning difficulties and disabilities. What makes them different is that young people does most of their learning at work, 'on the job'.</p>	<p>6. Plan for an interns start, this can include bespoke transition, meet and greet visits, work trials and tasters.</p> <p>** Support with reasonable adjustments which are free to the employer (with government funding).</p> <p>** Support to implement daily strategies (ie daily job list, weekly timetable, maps of a building) that will support the intern to settle into their placement</p>
<p>2. If you are reading this, it might be because your local college has contacted you to ask if you would be willing to host an unpaid work placement intended to last for at least 6 months. Placements can be upto 4 days a week with one day studying maths, English and employability.</p> <p>An internship acts as an extended work interview, giving an increased chance of getting the right person for the job</p>	<p>7. What are the benefits for me?</p> <p>** For an average business, 20% of your customers are disabled people. A workforce that reflects the diverse range of customers it serves, and the community in which it is based, is good for business</p> <p>** Working alongside a young person with a (learning) disability can increase your organisation's understanding of your market.</p>
<p>3. Employers are equal partners in supported internships and your role is critical to its success. The work placement is the fundamental element to the programme as it provides a young person with additional needs the chance to be productive and feel valued whilst making a worthwhile contribution.</p>	<p>8. Staff can be encouraged to offer support and mentor individuals sharing their skills and experiences along with boosting performance, development and team dynamics.</p>
<p>4. What support can I expect?</p> <p>** All employers and interns have the support of an expert job coach throughout the programme. The level of support provided by the job coach will be flexible and depend on the needs of the intern and employer.</p> <p>Support can include weekly visits and is always only a phone call away!</p>	<p>9. Individuals with a learning difficulty and disability are known to take less time off and are more likely to stay with an employer long term.</p> <p>** Your business can be more productive as your employees can focus on their main areas of priority and delegate other tasks to the intern.</p>
<p>5. Job matching allowing for the best young person to be matched to your placement in discussion with you.</p> <p>** Work with you to identify job carving opportunities.</p>	<p>10. This is a FREE opportunity and will provide you with free recruitment if you choose to employ the intern once they have learned the required skills and proved themselves in the work setting.</p>



<p>What will it cost me to offer a supported internship work placement?</p> <p>Extended work placements for supported internships are unpaid, because participating in an extended work placement is part of the young person's programme of study at their college.</p> <p>The primary goal of a placement is to help a young person with learning difficulties to develop the skills they need for paid employment. Funding for job coaches and reasonable adjustments will be arranged by the college.</p>	<p>What do I, as an employer, need to do?</p> <p>Getting the right young person into the right job role with the right employer is critical to the success of an individual internship. The job coach will work with you to identify a job role that fulfils a real business need for your organisation, and ensure that someone is matched to the job role for the extended work placement. The role can develop over time as you get to know what the young person can do.</p> <p>You will need to provide effective line management and supervision of the intern as you would with other employees, although a lot of support will be provided by the job coach, especially at first.</p>
<p>Will the young person fit in to my workplace?</p> <p>If you are thinking about hosting a placement, the college will work with you to understand the role you have available, to ensure the best job match between the intern and you.</p> <p>The college may also suggest 'job carving', which means working with you to tailor the extended work placement to best meet your business needs, whilst utilising the strengths and abilities of the young person</p> <p>This might mean that tasks carried out by other employees can be given to the intern, freeing up resource for other staff. Employers who have offered supported internships have found that it decreases the workload of their staff and teams.</p>	<p>What support will I receive during the internship?</p> <p>The job coach will work with you to arrange the induction and settling in period, and provide as much support as is needed throughout this time.</p> <p>The job coach will also support you to make any reasonable adjustments that may be needed. These often cost nothing and can be of benefit to other employers as well. Where there is a cost, the job coach will apply for government funding to cover it</p> <p>As the young person becomes more confident and able, the job coach will continue to meet with the intern and their mentor and complete regular reviews and target setting.</p>
<p>What happens if things go wrong?</p> <p>Even though your local college and the job coach will make every effort to match you with the most suitable young person, sometimes things can go wrong</p> <p>If the placement starts going wrong, be honest and act quickly. Contact the job coach and explain your concerns, so that any issues can hopefully be resolved quickly. It may be a skills gap, a difference in expectations between the intern and employer, a behaviour concern or simply a misunderstanding by the young person or employer.</p> <p>Identifying the problem quickly is the best way to resolve it, thereby hopefully avoiding a possible breakdown of the placement. If it becomes clear that the work placement is no longer viable, the job coach will work with you to bring it to an end. Either the job coach will discuss why things went wrong, and whether it's a good idea to consider placing another young person with you.</p>	<p>What happens at the end of the internship?</p> <p>The aim of supported internships is to prepare young people with learning difficulties for employment. As the intern has been fulfilling a real business need in your organisation, you should consider whether you can take them on as a paid member of staff at the end of their internship</p> <p>This won't always be possible: you may not be in a position to recruit, or the intern may not have met the required standards. You can still play an important part in helping an intern achieve employment elsewhere, e.g. by providing a reference, recommending the intern to other employers, or giving honest feedback to the college or job coach about the skills and/or behaviours that the young person still needs to develop</p>

For further information please contact:

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