



Australian Government

**Workforce
Australia**
Employment

Launch into Work

1. Do you have several entry-level vacancies within your organisation?
2. Are you interested in using a pre-employment project to recruit new staff?
3. Can you commit to providing secure work for individuals who complete the project?

Yes?

This program may be able to assist you.

About the program

This program is for businesses who want to use a pre-employment project to recruit new staff.

The program is for entry-level roles. This means individuals don't require a degree or higher-level vocational qualification to commence work.

We will work with you to design a project tailored to the roles you need filled.

You identify the personal values, attitudes and behaviours you look for in workers. You select individuals with these attributes for your project. The pre-employment project gives the individuals the skills they need for work. At the end of the project, people have the experience and confidence to start work.

One of the program's aims is to create long-term secure employment for women, but projects are not only for women.

Anyone over 18 years of age can participate if they are in:

- Workforce Australia, or
- Transition to Work

All Launch into Work projects must meet these requirements:

- training tailored to the positions
- practical activities in the workplace
- participant mentoring, and
- employment for suitable individuals who successfully complete a pre-employment project.

Projects vary in length from two to 12 weeks. Project length depends on the amount of preparation individuals need to start work.



The Journey

1. A business has entry level job opportunities and is willing to trial a new way of recruiting.
2. The business registers their interest in Launch into Work at launchintowork@dewr.gov.au.
3. The Department of Employment and Workplace Relations and the interested business meet. Together, they determine whether Launch into Work is a suitable program.
4. If the program is suitable, the department and the business work together to design a project.
5. Once the design is complete, the department may invite the business to submit a formal proposal.
6. The department assesses the proposal to ensure it meets requirements. If suitable, the department and the business enter into a contract.
7. The business starts the project by briefing employment services providers. The providers then refer eligible individuals to the project.
8. The business screens and selects individuals to participate in the pre-employment project.
9. The business delivers the pre-employment project. The business tracks project outcomes and lessons learnt and reports to the department.
10. The business employs all individuals who successfully complete the project.

Further information

Are you interested in designing a project with the department? Register your interest by email:

launchintowork@dewr.gov.au

Visit www.dewr.gov.au/launch-work for more information.