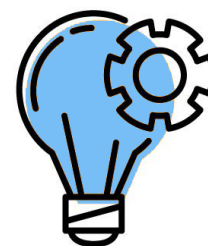
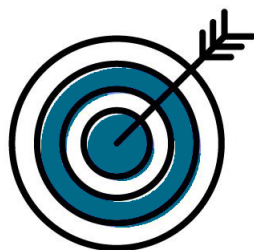
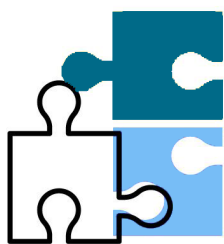


TRAINING ALLIANCE GROUP (TAG)

Service Delivery Plan - Participants

Employability Skills Training (EST) - Sydney South West and Illawarra



Training Alliance Group offers Employability Skills Training to support Participants to develop real-world, practical skills and achieve their employment goals.

Through our courses, TAG provides:

- A mixture of accredited* and non-accredited training delivered by qualified and experienced staff.
- Individualised training plans tailored to each participant's employment goals and aspirations.
- Career exploration, work readiness and skill development activities.
- One-on-one coaching, mentoring and tutoring.
- Real-world experiences that provide insights into different career pathways.

Employability Skills Training

EST provides the opportunity for participants to develop their work readiness through two different blocks of training. Each of these blocks are designed to improve your chances of finding and keeping a job. Depending on your situation you can do one or both courses.

Our Block 1 course supports participants to:

- Set smart goals and achieve them.
- Develop a detailed understanding of various industries of interest.
- Build problem solving and communication skills.
- Conduct career planning in relation to skill requirements and training pathways.
- Build employability skills.
- Engage with employers and understand industry specific needs.

Participants are prepared for employment in a range of industries, including but not limited to:

- Logistics, transportation and warehousing.
- Mining and civil construction.
- Business and administration.
- Manufacturing and processing.
- Retail and hospitality.

In Block 2, we facilitate:

- Advanced job-hunting skills.
- Mock interviews with employers.
- Industry Awareness Experiences such as workplace visits.
- Support to explore the local labour market.
- Creation of tailored resumes and cover letters.
- A deeper understanding of businesses, tasks, workplace expectations & culture.

To build employability and life skills, our courses also include:

- Personal presentation.
- Fitness for work-physical and emotional wellbeing.
- Establishing work routines.
- Financial management.
- Workplace expectations.

TAG also uses online learning and digital technology to provide flexible and engaging learning experiences. Our courses include role play exercises, guest speakers from industry and hearing from previous students who have gained meaningful employment. Training is delivered in both simulated and real-world environments.

*Accredited courses are delivered by ABV - RTO 52592.

Our tailored approach and support

TAG's approach for working with participants is person-centred, meaning we tailor our delivery to each person's individual circumstances and aspirations. We use tools that help us to understand your existing skills, what skills need to be developed and how to customise our delivery to suit your needs. Our coaching approach will support you to achieve your employment goals while developing confidence along the way.

TAG's courses are delivered in fully accessible and culturally inclusive training environments. Through our community networks, we can connect you with any specialist support you might need for learning and employment success. We also have specialist staff if you require extra wellbeing support. TAG offers mentoring and one-on-one additional tutoring for learners with additional needs. This includes a Foundation Skills program that focuses upon numeracy and literacy training which can be tailored to specific industries.

Our Advisor program encourages participants to apply to become ambassadors of our service. Advisors are provided with advanced personal and professional development in return for contributing their views around service design, performing peer mentor duties and acting as representatives in community projects.

Connecting participants with employers and industry

TAG works directly with industry to ensure the training we provide is up-to-date, relevant and effective. We partner with employers to provide Industry Awareness Experiences that are tailored to the world of work to provide participants with a seamless transition into employment.

We ensure that our courses will prepare you for the workplace through:

- Direct industry engagement.
- A detailed training needs analysis process.
- Consultation with industry associations and skills councils.
- Dedicated staff who are actively involved in ongoing material and resource development.

TAG's industry engagement activities include our Workforce Solutions Program and our Workforce Participation Committee. Our strong connection with local employers ensures we're well-placed to source employment placements for suitable participants. TAG can organise for participants gaining practical experience off site to be collected from nearby train stations.

Quality and improvement

TAG is committed to the ongoing improvement of our services. We:

- Facilitate surveys and seek feedback from participants and industry.
- Employ trainers who are local to the region and have industry experience.
- Upskill staff in career development, conflict resolution, mental health, cultural competence and trauma-informed practice.
- Monitor the use of simulated work environments, ensuring they are adapted to meet industry needs.

We develop all Training and Assessment Strategies in line with the relevant industry standards and ensure all requirements are met. Our dedicated internal quality team ensures that the training we deliver is of a high standard and meets the needs of our valued participants.

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TRAININGALLIANCE
QUALITY EDUCATION & MEANINGFUL EMPLOYMENT