



Stage 1
Engagement & Assessment



Stage 2
Barrier Removal

Not job ready



Stage 3
Vocational Training



Stage 4
Employer Engagement

Job ready



Stage 5
In Work Support

In work



If you would like to see how we can help you please contact us in the following ways:

tel: **01343 543451**

email: **employmentsupportservice@moray.gov.uk**

post: Employment Support & Training
PO Box 6760
Elgin
IV30 9BX

Employment

Support & Training



Supporting people with additional support needs or barriers to employment to achieve their full potential



Creating fair workplaces

Fairness in the workplace is a vital part of any successful business. It is supported by the law – **the Equality Act 2010** – and also makes good business sense when running and growing any organisation.

We all need a little help sometimes

If you are aged over 18 we can work with you to explore your options and plan a future for yourself. Our support focuses on you and what you are able to do.

We are here to help you

We can offer a wide range of advice and guidance, help you to access training and support you into employment.

We work with you to:

- Build up your confidence
- Create a profile of your skills and experience
- Set realistic and achievable goals for yourself
- Create your action plan
- Gain valuable work experience
- Help you to prepare a CV
- Support you with application forms
- Prepare for an interview

And once you find a job we can continue to support you to become a valued employee.

Specialist support

Our specialist team of qualified Employment Development Workers have the knowledge and experience to support anyone with additional support needs, including adults:

- With physical and/or sensory disabilities
- With learning disabilities
- With mental health problems
- In recovery from long-term health issues
- On the Autistic Spectrum

