

COVID 19 RESPONSE PLANNING

Have you lost your job, been made redundant or are worrying about reduced hours?

We are working hard across Lincolnshire and Rutland to help those affected by the Covid 19 crisis to get back into work and training. Following Government advice, our Careers Coaches are working remotely and still offering a high level of support and will work with you to find and apply for jobs over the phone, by video chat or email – whichever works best for you.

We change lives, creating better futures for the thousands of young people and adults we work with each year. Helping them to engage, secure new skills and progress into work or further learning.

We're a publicly-owned, not-for-profit social enterprise, created in 1995 by Nottingham City and Nottinghamshire County Councils. We're rated 'Outstanding' by Ofsted. www.the-futures-group.com

Our support is tailored to what you need, and we are able to offer:

- One-to-one virtual face-to-face support through Skype, MS Teams, WhatsApp and other online digital platforms
- Help with getting back into work, including jobs with a high number of vacancies during the crisis
- Support with choosing a new career
- Help with writing or updating your CV
- Advice on completing application forms
- Interview techniques and tips
- Help to identify your key transferrable skills and abilities
- Support around how to use this time to build on your skills, – including advice on free training opportunities most suited to you
- Access to free Adult Education courses in a range of subjects, remotely delivered in virtual classroom
- Live Apprenticeship opportunities utilising a virtual learning environment

To arrange a time to talk to one of careers coaches visit: <https://www.futuresforyou.com/get-in-touch.html>, email NationalCareersServiceNCC@futuresforyou.com or call **0800 917 9419**

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INFORMATION FOR EMPLOYERS IN LINCOLNSHIRE & RUTLAND MAKING REDUNDANCIES OR WITH RECRUITMENT OPPORTUNITIES

- **Recruitment support** – we provide a range of online recruitment support linking our candidate pool with your workforce needs. We can source, assess and screen candidates according to your specification and assist you to engage with them, virtually. This includes promotion and advertisement of vacancies, application sessions, and candidate briefings on role requirements
- **Candidate pool** – Futures is working closely with DWP and other partners to realign our support for new claimants via the National Careers Service and other employment programmes we deliver. These activities will deliver a substantial pool of good quality candidates drawn from sectors that are contracting as result of the situation with Covid 19 and the Government's advice and restrictions
- **Redundancy support** – if you have already made employees redundant, are about to make small numbers of staff redundant (up to five), or are planning to make larger-scale redundancies (five or more) we can support both you as an employer and your employees to manage the transition through online group sessions and one-2-one support using Microsoft teams
- **Apprenticeship delivery** – our apprenticeship offer to businesses is continuing with our remote on boarding and virtual learning environment allowing apprentices in your business to continue their training. If you are ready to take on a new apprentice, or to support existing staff to begin an apprenticeship, we can support you to understand apprenticeships, access funding and get the right skills match for your business needs
- **Training provision** – we can deliver pre-employment training, licences or other technical requirements necessary for staff to perform the duties required in the new roles of your changing workforce. There may be a mismatch in skills and behaviours between the candidate pool and the roles you have available. We can help address this through online learning platforms such as BKSB for Functional Skills
- **Sub-contractors and employment agencies** – we can work with your sub-contractors, helping them to overcome their workforce challenges so they can continue to supply and meet their contractual obligations to you. We can also help you find temporary employment solutions, either through our own Futures Apprenticeship Training Agency (ATA) or third party employment agencies, allowing you to move quickly and have the staff in place you need in these unprecedented times

To talk to our business advisers about any of these support packages, please contact [Futures for Business](#) on 0345 850 8899 or email: hello@futuresforbusiness.com