**Renfrewshire Employability Provision Fact Sheet**

*This factsheet is intended for use by those referring individuals for employability support in Renfrewshire. Similar information, designed for public use will also be available via the Opportunities Portal accessed via the Invest website and YPG Renfrewshire websites. This fact sheet is produced by the organisation delivering this particular offer of support or training and any queries should be directed via the contact details provided.*

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| **Provider**  | Values Into Action Scotland |
| **Name of Project/Programme/Support**  | **Triple E Renfrewshire** – Elevate, Equality & Excellence |
| **Referral Process**  | Referrals can be made by email or phone to the following VIAS staff. Davie MacDonald (Job Coach) – david.macdonald@viascotland.org.uk 07908567119John Brown (Depute CEO) – john.brown@viascotland.org.uk 07840367864 VIAS office number – 0141 212 3395 or info@viascotland.org.uk  |
| **Who is this programme for?**  | People with learning disabilities and/ or autism, aged 16 and above.  |
| **Referral criteria**  | A willingness to work.  |
| **Start date**  | Rolling programmes as delivery is 1-2-1. Start date: 22/11/2021 |
| **End date**  | End of contract: 31/03/2023 |
| **Number of places in each course** | 1-2-1 delivery so referrals are welcomed from start date until end date (contracted for 20 starts during this period).  |
| **Employability Pipeline stages**  |  1, 2, 3, 4, 5 (Supported Employment 5 stages) |
| **What is the aim of the project/programme/support?** | e.g. “To prepare and support individuals with learning disabilities and/or autism to secure and sustain employment. This will include intensive Job Coaching support, pre and post securing a job.  |
| **Summary of content**  | Below is a summary of Job Coaching support offered on Triple E. The highlighted yellow, is for people in-work, who require on-site job coaching to sustain employment.

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| Pre referral engagement e.g attending schools’ events etc  | 1 hour  | Week 1  |
| Referral meeting  | 2 hours  | Week 2  |
| Vocational profiling  | 24 hrs  | Weeks 3 - 6  |
| Taster x 3  | 30 hrs  | Weeks 6 - 9  |
| Final VP meeting  | 2 hrs  | Week 10  |
| Marketing  | 30 hrs  | Weeks 11 - 17   |
| Employer engagement  | 4 hrs  | Week 18  |
| Job analysis  | 30 hrs  | Week 19  |
| Administration for stages 1 - 3  | 30 hrs  | Weeks 1 - 19  |
| Job site support   | 180 hrs  | Weeks 20 - 26  |
| Ongoing support phase one (weekly)  | 8hrs  | Weeks 27 - 31  |
| Ongoing support phase two (bi-weekly)  | 4 hrs  | Weeks 32 - 36  |
| Ongoing support phase three (monthly)  | 12 hrs  | Weeks 37 - 49  |
| Ongoing support phase four (every six months)  | 6 hrs  | Weeks 50 - 128  |
| Administration for stages 4 – 5   | 30 hrs  | Weeks 20 - 128  |
| Travel   | 60 hrs  | Weeks 1 - 128  |
| **TOTAL**  | **453 hrs of service**  | **Delivered over 128 weeks (MAXIMUM AMOUNT)**  |

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| **Certification**

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| Name/Code (if appropriate) of Unit/Module/SCQF rated qualification (where the qualification is not SCQF credit rated please include a brief description) – add more rows as required  | SCQF Level | SCQF credit points |
| **N/A** |  |  |
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| **Project/programme outcomes**  | Customers will progress through the supported employment pipeline to secure and sustain employment. Some customers may have other positive destinations planned – MA’s, Further Education, but the main aim is to secure and sustain employment.  |
| **Participant Travel, Allowances, tools, uniforms etc**  | Please outline what travel support or allowances are available and whether these are eligibility criteria such as age applied. All reasonable out of pocket expenses will be covered. Job Coaching is mainly delivered local to where the customers live. For those in-work, job coaching is delivered on-site at the employer, therefore no travel would be paid in this instance.  |
| **Additional information**  |  |

**This project has been supported by the Renfrewshire Employability Grants Programme**

**Funded by:**

 **Managed by:**