

Looking for Work

This leaflet identifies a wide range of services, supports, and other information to help you with your jobseeking.
www.inou.ie

I am looking for work – Where can I find help?

There are a range of services and supports available to help you with your jobseeking efforts and improve your chances of finding work. Some of these key services and supports are outlined in this leaflet.

Intreo provides a one-stop shop for employment services and income supports with a range of personalised supports to unemployed people in receipt of a jobseekers payment. This includes information on job vacancies; income supports; incentives to help you back into work; and guidance on employment and training opportunities. To find your local Intreo Centre visit the Department of Social Protection's website www.welfare.ie

LOCAL EMPLOYMENT SERVICES (LES – Obair) can provide you with support in a number of ways: through guidance sessions; providing information; in helping you develop a career plan; identifying job opportunities; and identifying training and educational supports. Some offices provide weekly jobseeker support networks, organise networking events with employers and email weekly job alerts. For more information visit: www.localemploymentservices.ie

Seetec | **turas nua** **JOBPATH** is a programme of employment activation (looking for work, CVs, interview skills, training & skills development) to support people who are long-term unemployed, and those most likely to become long-term unemployed, to secure and sustain full-time paid employment. People who are in receipt of a Jobseeker's payment for longer than one year will be referred to the JobPath process. Participation in JobPath is compulsory for those selected. JobPath is being delivered by Seetec in the northern half of the country including Dublin and Galway. www.seetec.ie Turas Nua operate in the southern half of the country. www.turasnua.ie

inou **Jobs Watch page** This page shows the latest jobs being created which are tracked through the local and national media. Visit: www.inou.ie/jobswatch

EmployAbility Service **EmployAbility** is an employment support service for people who have a disability or health issue that affects their ability to work. There are a total 23 local supported employment companies. Services include job coaching, identifying skills / talents, exploring training options and identifying possible jobs and on-the-job coaching. For more information see: www.welfare.ie see the Employers – Workplace supports tabs.

JOB CLUBS provide support to jobseekers such as support with preparing CV's, improving interview skills and identifying job opportunities. The Job Club service is delivered through workshops and individual 'one-to-one' sessions. For more information visit www.welfare.ie

 **CONGRESS CENTRES NETWORK** can support you with your jobseeking efforts by helping you with CV and interview preparation; typing and photocopying; business support for start-ups; information provision and advocacy. For more information visit: www.ictu.ie/centres

 **LOCAL RESOURCE CENTRES** are a range of independent organisations including Family Resource Centres that offer different services to help unemployed people find work. They can help you with welfare rights queries, filling in application forms, preparing a C.V. or cover letter, information on local job vacancies and accessing the internet and newspapers. Some centres may also run Job Clubs. Visit the "Find your Local Services" map on www.inou.ie

 For more information on employment supports visit the Useful Links – Employment Supports section on the www.inou.ie website.

Online resources

Jobseeker Support Websites

There are a range of support sites online which offer you information on jobs and help to improve your jobseeking.



Jobs Ireland You can find information on full-time and part-time work opportunities, work experience programmes and schemes such as Community Employment. Jobs Ireland can be accessed easily and in a number of ways, visit: www.jobsireland.ie or LoCall: 1890 800 024.



Jobseeker Pack This 'must have' pack for Jobseekers explains in plain English the services and supports available to you in your search for work, with tips on how to fill out an application form, prepare a CV and covering letter, find a job through social media or develop good interview skills. The pack can be downloaded from: www.welfare.ie



LinkedIn is a business-orientated social networking website that can be used for networking or as a job seeking tool. Taking your professional profile online, it gives you access to people and possible job opportunities. Visit: www.linkedin.com

All About Jobs captures the latest news and other useful information on the Government's work to help create jobs and tackle unemployment. It includes sections on Government Programmes, Jobs Announcements and an Events Calendar that lists training, employment, business start-up and networking events. See: www.allaboutjobs.ie



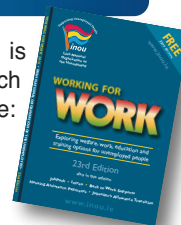
LOCAL DEVELOPMENT COMPANIES offer a range of supports for people looking to start a business. Enterprise Officers can advise you on enterprise allowances. For more information visit: www.ildn.ie



For more information on back to work supports and other online resources visit the INOU website: www.inou.ie

Supports to assist you into work

More information on back to work supports is available in our book *Working for Work* which can be downloaded from the INOU website: www.inou.ie/



THE FAST-TRACK SYSTEM

The Department of Social Protection operates a fast-track system for Jobseekers who take up work for a short period: up to 12 weeks. The system allows you to sign back on to your claim without the need to go through the process of being a new claimant. The system ensures that your original Jobseeker's payment is re-instated without delay.

FAMILY INCOME SUPPLEMENT (FIS)

This is a weekly tax-free payment for families, including one-parent families, at work on low pay. There are a range of qualifying criteria for this payment (see our *Working for Work* book), but you must have at least one qualified child who normally lives with you or is part of a family supported by you. A qualified child is any child under age 18 or aged 18 to 22 if in full-time education.

BACK TO WORK FAMILY DIVIDEND

For one-parent families and long-term jobseeker families with children who find or return to work, they are able to retain the Qualified Child Increase of €29.80 per child, per week, for 12 months and then 50% of the rate for a second year. This applies to employment and self-employment. The Back to Work Family Dividend can be paid with the Family Income Supplement (FIS) and is not means tested for FIS.

THE PART-TIME JOB INCENTIVE SCHEME (PTJI)

The PTJI allows you to work part-time (under 24 hours a week) and get a Part-time Job Allowance instead of your Jobseeker's Allowance payment. The allowance will be paid regardless of the money you earn in your job. However, your wages will be taxable in the usual way.

BENEFIT OF WORK READY RECKONER

The Department of Social Protection have developed a new tool to support Jobseekers returning to work. The Ready Reckoner is a user-friendly tool for those in receipt of a Jobseeker's payment. It gives an indication of the difference between your potential in-work and your current out-of-work payments based on the information provided by you. Visit: <http://bow.welfare.ie> website to use the Ready Reckoner.

Supports to assist you into work

SECONDARY BENEFITS

If you are unemployed for 12 months or more and take up employment, you may keep your Medical Card for up to 3 years, in certain circumstances. See our book *Working for Work* for more information.

Good to know ...

JobsPlus is an employer incentive which encourages and rewards employers who offer employment opportunities to long-term unemployed people. There are two levels of payment paid to an employer: €7,500 or €10,000 depending on how long an eligible person has been on a Jobseeker's Allowance, Jobseeker's Benefit payment or signing for credits. If you are eligible for JobsPlus, it may be useful to raise this with your employer, when applying for jobs. To check your eligibility for JobsPlus visit www.jobsplus.ie

WAGE SUBSIDY SCHEME (WSS)

This scheme provides financial incentives to employers to employ people with disabilities who work more than 21 hours per week. Visit: www.iase.ie/employer/grants-incentives or contact your local EmployAbility service.

ENTERPRISE ALLOWANCES

If you are getting a Jobseeker's payment and thinking about starting a business, you may qualify for an Enterprise Allowance. There are two types of allowance, the Back to Work Enterprise Allowance (BTWEA) and the Short Term Enterprise Allowance (STEAL). For more information talk to:

- An Enterprise Officer in your Local Development Company www.ildn.ie
- Your Case Officer in your local Social Welfare Office / Intreo Centre www.welfare.ie
- An Enterprise Officer in your Local Enterprise Office www.localenterprise.ie



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