



CTA TRIAL - SERVICE DELIVERY PLAN

Helping mature-age people find the right job for them.

The Career Transition Assistance (CTA) Trial is an Australian Government initiative being trialled in five regions, including Southern Adelaide, to support people 50 years and older to find a job. CTA helps participants communicate their transferable skills, increase job readiness and target their job search to local industries and available jobs.

About Us

SYC is a not for profit organisation delivering employment, training, and youth services. Each year we support more than 7,000 mature age people to transition into a new job and achieve their employment goals.

Mature Aged Participants - the CTA Service

SYC's CTA service is specifically designed for people over the age of 50 years.

The CTA service:

- Is delivered face-to-face
- Focuses on participants' strengths and experience
- Acknowledges individual factors like health and caring responsibilities
- Supports different learning styles, with learning reinforced through discussion and practical activities, one-on-one and in supported group sessions
- Is delivered by our specialist facilitators in a relaxed and supportive learning environment
- Offers flexibility through a rolling schedule of training delivered from easily accessible community spaces across Southern Adelaide
- Provides all IT equipment for use and practice in the learning environment

CTA Course Description

1) Tailored Career Assistance – *delivered over a period of six weeks*

Support for participants to understand the local labour market translate their skills to new jobs and negotiate the application/interview process.

SYC's CTA facilitators will support participants to discover a career and local opportunities that suit their skills, experience and interests providing:

- One on one career guidance
- Assistance and resources to access and understand the local labour market and jobs
- Links to suitable training providers to address development needs
- Volunteering opportunities
- Work experience opportunities to understand new jobs/industries
- Referrals to pre-employment programs with access to training, work placement and jobs
- Assistance to enhance resumes, negotiate the application process and market themselves
- Site visits and awareness sessions to explore different occupations and industries
- Links to employers suitable to employment goals
- Access to job clubs

2) Digital Literacy Training – delivered over a minimum of two weeks

Assistance to develop skills to confidently use digital tools and platforms to find and engage in work including:

- Getting online
- Using general search tools
- Navigating smart phones and tablets
- Setting up email, and job search accounts
- Accessing and using key website and resources
- Basic desktop publishing
- Applying for jobs on-line

Training is tailored for each participant's digital literacy level. Desktop or laptop computers, tablets and smart phones are available at training sites for all participants.

Preparing the Career Pathway Plan & Ongoing Support

A Career Pathway Plan will be developed with each participant. This provides participants and their jobactive providers, with clear steps to pursue their employment goals.

Participants are provided with support for three months post completion of the core CTA service through group follow-up sessions and a warm handover discussing participants next steps with their ongoing support provider.

Working with jobactive Providers

SYC will work with jobactive providers to assist participants to identify and achieve their goals. Facilitators will communicate regularly with a participant's jobactive provider, including a 'handover' meeting involving all parties to discuss the next steps in the participant's Career Pathway Plan.

Connecting Participants with Employers

SYC's long established presence in Adelaide's South and extensive network means we can assist participants to choose a career path and connect with their local support network, employers and local industry to help achieve their goals.

Accessible Services

CTA is an inclusive program which is accessible to people with disability, First Nations peoples and those from Culturally and Linguistically Diverse backgrounds. Interpreters can be arranged if needed.

Locations

SYC delivers CTA across Southern Adelaide at:

- Marion
- Christies Beach
- Adelaide CBD
- Mount Barker
- Goolwa
- Glenelg

Contact us to find out more and get involved by calling 08 8405 8500 or emailing cta@syc.net.au

Contact us

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