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Request for

Expressions of Interest

THE WAIROA JOB SHOP

*The Wairoa District Council*

*on behalf of*

*The Wairoa Community Partnerships Group*

*Issue Date: June 11*

*Submission Deadline: June 15*

ABOUT THE PROJECT – THE WAIROA JOB SHOP

***What will be Delivered and for Who***

*Through a grant from the Provincial Growth Fund, $150,000 will be invested in the* ***Wairoa Job Shop****, which aims to improve skills and employment opportunities for young people in Wairoa.*

*Commencing in July 2018, a monthly ‘Job Shop’ will be hosted by an employer-facing entity, such as Wairoa Horizons Trust.*

*It will be held in a central location to ensure ease of access for employers, young people and whanau.*

*At this event, employers (private sector, NGOs and government agencies) will set out their short, medium and long-term job opportunities. They will specify the role, number of positions, hours, pay, pre-requisites/requirements, lead times and competencies.*

*Unemployed young people who want to improve skills and move into employment will be invited to attend the event and meet with employers, with the goal being that employers can source talent and workforce at the Job Shop through on-the-spot brokering. Whanau and other support people will be encouraged to be part of each event.*

*WCPG entities (and others) will ensure that the young people they work with are prepared to participate in these events each month:*

|  |  |
| --- | --- |
| * *Ministry of Social Development* * *NZ Police* * *Oranga Tamariki* * *Wairoa College* * *Wairoa Young Achievers Trust* * *Yroa Ynot* * *Wairoa Youth Services Trust* * *Te Whare Maire o Tapuwae* * *Kahungunu Executive* | * *Wairoa Waikaremoana Trust Board* * *Community Corrections* * *Sport HB* * *Tātau Tātau o Te Wairoa Trust* * *Ngāti Pahauwera Development Trust* * *Wairoa Taiwhenua* * *Ngati Kahungunu Iwi Incorporated* |

***Services***

*The Wairoa Community Partnerships Group Governance Group will utilise a streamlined, transparent, agile commissioning approach to approve expenditure, if targeted services, supports or resources are required to move young people into the available employment opportunities.*

*In preparing young people to attend the event, services may include:*

* *developing CV’s and cover letters*
* *developing personal pitches for employers and mock interviews*
* *‘Passport to Life’*
* *photo identification, IRD number, bank account, birth certificate*
* *support for the range of drivers’ licences*
* *work readiness assessment.*

*Coming out of the event, supports, services or resources may include:*

* *wage subsidies*
* *job-specific training*
* *job-specific licences*
* *work tools*
* *work clothing*
* *job-related transportation*
* *communication methods*
* *Post placement support*
* *health and wellbeing activities.*

*This initiative will leverage programmes, services and funding already in place to support young people into work and complement those supports (e.g. MSD Flexi-Wage). The majority of the funds will benefit young people and employers directly.*

***Governance and Reporting***

*The Wairoa District Council (WDC) will administer the funding on behalf of the Wairoa Community Partnership Group (WCPG). WCPG will be responsible for outcomes for the project.*

*The Project Manager will provide regular reports to WDC and WCPG:*

* *Overall project delivery*
* *Attendance record for each event*
* *Number of unemployed young people placed into employment*
* *Evidenced number gaining appropriate license;*
* *Number of CVs developed;*
* *Funding breakdown by category.*

*The project will be reviewed in January 2019 by WCPG, based on information provided by the Project Manager.*

***Outcomes***

*The overall impact of the* ***Wairoa Job Shop*** *is “All whanau in Wairoa are thriving”.*

*The* ***Wairoa Job Shop*** *will support* ***at least*** *25 young people into sustainable employment over the period.*

*Relevant Key Indicators include:*

* *Increased youth employment*
* *Decreased youth unemployment*
* *Increased education and skill levels*
* *Increased income levels*
* *Increased health & well-being*
* *All participants have a “PASSPORT TO LIFE”*

***Budget***

The $150,000 funding will support the ***Wairoa Job Shop*** to commence in July 2018 and run up to June 2019, including project management, coordination and access to targeted services, supports and resources.

Project Management – 12 months overall project management and reporting

$15,000

Event Coordination – promotion, hosting (venue hire, catering), emcee, reporting

$18,000

Targeted Services, Supports and Resources

$117,000

SUBMIT AN EXPRESSION OF INTEREST

1-3 page submission which sets out:

* A description of why the project is of interest to the individual
* A brief CV noting appropriate and relevant attributes to undertake the project.

Send to:

Kitea Tipuna

Wairoa District Council

PO Box 54

Wairoa 4160

Or

kitea@wairoadc.govt.nz