



# Need Help? Stronger Together



# Stronger Together Employability Support & Services Guide

Services, support and advice available in Reading & West Berkshire

# STRONGER TOGETHER EMPLOYABILITY SUPPORT & SERVICES GUIDE

The Stronger Together partnership is a Building Better Opportunities project, which received funding from The National Lottery Community Fund and the European Social Fund as part of the 2014–2020 European Structural and Investment Funds Growth Programme in England.

For more information visit \(^\text{\text{www.gov.uk/european-growth-funding}}\)

This booklet has been produced by Reading Voluntary Action on behalf of the Stronger Together partnership.

For more information visit \( \frac{1}{2} \) www.rva.org.uk/stronger-together

# **About Stronger Together and this guide**

The Stronger Together partnership offers help to people needing support to get into employment or self-employment or move closer towards either of those goals. Offering access to a wide range of support – from confidence building and career planning, to training and accessing volunteering opportunities – the project started in October 2017 with delivery finishing at the end of June 2020.

This guide has been produced to provide you with a list of existing services where you can continue to get advice and support you might need to move towards employment, or to overcome other barriers which may be stopping you from reaching your full potential.

The list is not exhaustive and some organisations might have eligibility criteria, so the reader should check with providers directly.

# **Family Information Service**

The Family Information Service is a statutory service providing free individually tailored impartial information, advice and guidance on any family matter. The service is available to any family member taking care of children and young people aged 0-19 years of age inclusive (up to 25 years for children and young people with special needs) as well as professionals working with families in Reading. For more information see this link. \@https://servicesguide.reading.gov.uk/kb5/reading/directory/family.page?familychannel=0

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  - organisations providing counselling or specialist support for young people or families
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The information provided in this guide was accurate when going to print in June 2020. Please contact any organisation to find out more up to date details on their current service provision, as it may have changed since publication.

If your organisation/group would like to be included in a future revision of a similar guide or you spot any omissions/errors please contact E: <a href="mailto:admin@rva.org.uk">admin@rva.org.uk</a>

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#### **EMPLOYABILITY & TRAINING**

#### **Mapis**

Mapis CIC improves creative curriculum, provides accredited qualifications, training, and support to help people back into education and employment. Including intensive retail training, enterprise boot camps (set up own business), and Suit2Go (a dressing service for unemployed men).

#### **New Directions College**

New Directions College offer a varied curriculum at teaching sites across Reading including English, Maths, ESOL, vocational qualifications including apprenticeships and a range of leisure courses. Their main teaching site is in Whitley but they deliver training from many other venues including Reading's Libraries and Children's Centres.

T: 0345 842 0012 E: newdirections@reading.gov.uk \*\displaysum.newdirectionsreading.ac.uk

#### **Reading Voluntary Action**

Reading Voluntary Actions exists to promote and support the individuals and groups who make up our diverse voluntary and community sector. We work to:

- connect communities in Reading
- improve the lives of young people and families
- support the voluntary sector to grow and thrive
- encourage volunteering and social action
- provide one-to-one support for parents to make the most of opportunities to return to education, training, employment or self employment.

T: 0118 937 2273 E: info@rva.org.uk \*\frac{1}{2} www.rva.org.uk

#### The Real Business Club

Offers advice and support to build confidence, motivation and knowledge-including on being self-employed or starting and running a business. TRBC has extensive experience of working with people who have a criminal record or a caution or who have complicated lives.

T: 0118 968 0813 E: isabel@therealbusinessclub.co.uk

\*\*www.therealbusinessclub.co.uk

#### **Job Centre Plus**

Access to Work is a government grant scheme which supports disabled people in work. Access to Work might pay for: a British Sign Language interpreter or specialist equipment or extra transport costs (such as a taxi where no public transport is available).

Access to Work can also pay for assessments to see what you need at work. You can apply for Access to Work up to 6 weeks before you start your job.

T: 0845 604 3719

# **Employment Plus**

Run by the Salvation Army there are weekly sessions where people can find information and guidance on their journey into employment, supported by volunteers with access to laptops.

T: 0118 958 3019 E: readingsalvationarmyvolunteers@gmail.com \*\displaysum.readingcentral.org.uk/employment/index.htm

# **Reading Job Club**

This Club is for anyone who is currently out of work and is looking to return to employment. We recognise there are mixed emotions as you look for work and we want to encourage you in the midst of that process. Our aim is to support you in your journey back to work by providing a place where you can share your stories and receive guidance and support.

We start with a light lunch, catch up with each other's stories, and then look together at various topics such as 'what makes a great CV?', interview techniques and volunteering in order to build new skills.

T: 0118 987 6278 E: andy@readingfamilychurch.org.uk \*\displaysum.readingfamilychurch.org.uk/reading-job-club

#### **St Mungos Recovery College**

St Mungos Recovery College provides a weekly timetable of activities including some around employability and IT skills service which are available to those currently engaging with the following services or have done in the last 2 years: homelessness and related-housing support, substance misuse, mental health, criminal justice

#### The Prince's Trust

The Prince's Trust offer free courses and programmes, to enterprise initiatives and mentoring opportunities for 16-30 year olds.

Text 'Call me' to 07983 385 418

T: 0800 842 842 (free) \*www.princes-trust.org.uk

# **Christian Community Action**

They offer training and support for individuals who want to learn more about upcycling furniture providing retail, logistics opportunities. All positions are voluntary.

T: 0118 951 2336 E: sasha.east@ccam.org.uk \@www.ccam.org.uk

#### **CAP Job Club**

CAP Job Clubs help job seekers gain the tools, skills and confidence to step back into employment. They run an eight week course, combining practical and emotional support, covering the tools needed to find work, including writing a CV and interview skills.

T: 07795 424 714 E: georgemullen@capjobclubs.org

\*hwww.capuk.org/i-want-help/our-services/cap-job-clubs/introduction

#### **Smart Works**

Smart Works provide women with a confirmed job interview or volunteer placement with a free interview-appropriate outfit, which is theirs to keep, and free interview coaching. Women who receive a job offer are welcomed back for a second dressing where they receive a capsule wardrobe of free, additional clothes to see them through the first few weeks of their new job.

#### **National Careers Service**

National Careers Service provides help to plan careers, support skill development, set goals, find course, help with job searches, CV's, letters and interviews

T: 0118 402 2601 E: sheilaforde@adviza.org.uk

\*\text{\text{www.nationalcareers.service.gov.uk}}

#### **Executive Job Club**

A group for managers, executives and Professionals to network and share tips and ideas about job leads, interview skills etc, for support and motivation.

E: rosalindansell@adviza.org.uk \displaywww.facebook.com/readingexecutivejobclub \displaywww.linkedin.com/in/readingexecutivejobclub

#### **Executive Job Club coffee morning**

For those searching for a management/professional job this is a friendly, informal group of job seekers who meet once a month for a coffee and a chat in Reading. For more information use **Executive Jobs Club** contact above.

#### **The Earley Crescent Centre**

The Earley Crescent Centre run a large variety of employment related courses, including a series of Employability workshops running every week each with a different theme. They bring in people from industry to help with interview preparation as well as jobs support extra mini workshops once a month. All these are free and don't require booking. Other courses they run are more one-offs and they might have a fee.

T: 0118 921 0555 E: clare.arnaboldi@btconnect.com \(^\text{\text{\$\phi}}\) www.earleycrescent.org

# **Catalyst Housing**

Catalyst Housing provide an employment and skills support programme which is dedicated to helping their tenants take the steps they need to find and sustain suitable work. They appreciate that not everyone is job ready and whether you have been out of work for four weeks or four years they can support you to overcome your barriers.

# **Radian Housing**

Radian Housing's Training and Employment team provide support to residents into work. Whatever your circumstances their professional and experienced team will give you the confidence and skills to find work.

T: 0300 123 1 567 E: shabana.farooq@radian.co.uk 
\*\dagger \text{www.radian.co.uk/residents}

#### **Metropolitan Thames Valley Housing**

The Wellbeing Service offer a personalised service to MTVH tenants to improve health and wellbeing, promote independence, and goal setting. They work closely with health services and local charities, as well as running life coaching programs, to address difficulties tenants may be experiencing.

#### **Elevate Reading**

Elevate is a free careers advice service for young people (16-18yrs) in Reading. They help young people and their parents by giving impartial advice and guidance to support making informed decisions about the future. Their careers advisors are professionally qualified and can help you understand your next steps into employment, education or training. They also work with young people up to the age of 25 if they have any additional special needs.

# **Starting Point**

Starting Point provide a several of mentoring support programmes for young people.

- Advance Mentoring supporting 11-19 year olds who are at risk of not continuing in education through mentoring.
- Aspire Mentoring supporting 15-25 year olds who are not in education, employment or training, into education, employment or training through weekly mentoring.
- Untold Stories: A young person-led production company for young people who are at risk or NEET aged 15-25.

T: 0118 956 7000 E: sam.lloyd@themustardtree.org \@www.startingpoint.org.uk

#### **BASIC NEEDS**

#### **Food**

#### Readifood

ReadiFood is an independent Food Bank providing food parcels to those in severe need in the greater Reading area.

T: 0118 987 2672 \*\* www.readifood.org.uk

#### **New Beginnings**

A charity based out of a dry pub in central Reading that offers a number of services, which include the All Night Café, a night shelter for the homeless, a community fridge for distributing free food for those in need and the After School Café offering meals, clothing and support for parents and children. They provide clothing, food, essential items, temporary accommodation, sign-posting to other support services and assistance with independent living.

T: 07421 998 208 \text{\textit{twww.newbeginningsreading.org}}

#### **Salvation Army**

Salvation Army run holiday clubs for school children. Free fun, games and crafts, including lunch.

T: 0118 958 3019 E: matthew.stone@salvationarmy.org.uk

#### **Clothes**

#### First Days

First Days provide everyday essentials to families who have 0-9 year olds and in need of clothes, toiletries, school uniforms, equipment, furniture, toys and books.

T: 0118 921 9338 (emergency referrals number out of hours 07811 11 564).

E: info@firstdays.net \@www.firstdays.net

#### **The Cowshed**

The Cowshed provide good quality cleaned and ironed clothes and other essentials free to anyone (9 year olds +) in need.

T: 0118 934 5120 E: info@thecowshed.org \@www.thecowshed.org

#### **Furniture**

# **Christian Community Action: Furniture Shop/Support Centre**

Christian Community Action provides furniture and other household necessities such as bedding and kitchen packs at a price based on your needs and income level.

T: 0118 951 2337 \*\* www.ccam.org.uk

# ENGLISH AS A SECOND LANGUAGE COURSES and CONVERSATION SUPPORT

# **Reading Community Learning Centre**

RCLC helps ethnic minority women and their families who live in Reading. They run a wide range of courses including IT for beginners, ESOL and Employability (this course is for men and women). A crèche is also available at a small cost.

T: 0118 959 5455 E: rclcinfo@yahoo.co.uk → www.rclc.org.uk

#### **ESOL Classes The Pavilion**

Nicki Ellis runs a free English class at The Pavilion for speakers of other languages. Every week they have a different theme.

E: pavilionenglishschool@gmail.com \@www.facebook.com/NellieEnglishUK \@www.facebook.com/learnenglishwithpenguin

#### **WEA Adult ESOL classes**

WEA offer daytime adult ESOL classes in an informal community setting, in central Reading, in partnership with Reading Community Learning Centre.

T: 07585 960 847 E: jcarter@wea.org.uk \*@www.wea.org.uk

#### **Bridges English Language Classes**

These are English conversation classes for those who want to improve their communication skills and global awareness. There is a strong family atmosphere and the small classes are taught at three levels by qualified and friendly teachers. As well as the English classes, Bridges offers all its students additional opportunities outside the regular programme of courses.

#### **FUNDING SUPPORT**

Funds are subject to fulfilling eligibility criteria-contact each organisation directly for more details.

#### **Reading Dispensary Trust**

The Trust offers grants for equipment and services not available through statutory sources to those suffering from physical, mental illness or disability.

#### **Berkshire Nurses and Relief in Sickness Trust**

The Trust provides financial assistance for those in need through sickness or disability and who are currently under the care of the medical profession. Consideration will generally be given to anyone in receipt of benefits and persons whose capital is not more than £5,000. Examples of grant items are flooring, bedding, clothing, white goods, aids and adaptations that promote good health. T: 07860 166 858 E: thebnrst@gmail.com

#### **Tilehurst Poorland's Trust**

This Charity provides financial grants to those in need, hardship or distress who live in Tilehurst, Holybrook, Theale or West Reading, our preferred area which covers mainly, but not exclusively, post codes RG30, RG31 and RG75 (Theale). \*\* www.tilehurstplc.org.uk

# **Earley Charity**

This Charity makes grants to local individuals in need. These grants generally take the form of purchases of equipment, goods or services. Applications are welcomed from: elderly citizens in difficult circumstances, carers or people with disabilities who need some financial help, those in housing need and individuals on low incomes or in poor health. These grants do not normally exceed £400.

T: 0118 926 1068 E: ec@earleycharity.org.uk \@www.earleycharity.org.uk

# **Christian Community Action - Support Centre**

Christian Community Action provides funds for individuals and families in need to purchase essential furniture and products such as bedding and white goods. The decision to provide a grant is taken on a case-by-case basis.

T: 0118 951 2337 www.ccam.org.uk

# **HOUSING/DEBT/BENEFITS SUPPORT**

#### **Benefits**

#### **Reading Community Welfare Rights**

Reading Community Welfare Rights delivers high quality benefits advice that is independent, impartial, confidential and free. Help with benefit appeal decisions. T: 0118 955 1070 Helpline: 0118 955 1071 E: advisor@readingspecialist.co.uk \*\text{\text{\text{\text{\text{www.readingspecialist.co.uk}}}}

#### Communicare

Communicare offer non judgemental, free advice on a range of different topics including: housing advice, employment advice, local community information, divorce and separation support, pro-bono legal clinic, form filling, benefits checking, agencies referral, debt advice.

They don't attend tribunals with people.

T: 0118 926 3941 E: office@communicare.org.uk \@www.communicare.org.uk

#### **Debt**

#### **Frontline**

Frontline offer free debt, benefit and budgeting advice.

# **Citizens Advice Reading**

Citizens Advice Reading assist local people providing free, independent, confidential and impartial advice. They cover a wide range of problems including benefits, employment, debt and money, consumer, relationships, housing, discrimination, law and rights, healthcare and education. In addition they also provide specialist help in: employment – including assistance in preparation for and representation at employment tribunals, housing – including the Mortgage Rescue Scheme, immigration – advice to level 2 as accredited by the Office of the Immigration Services Commissioner (OISC), debt – including application for Debt Relief Orders.

T: 03444 111 306 \(^\text{\text{\$\exittin}\$\$\text{\$\exititt{\$\text{\$\text{\$\text{\$\text{\$\text{\$\text{\$\text{\$\text{\$\text{\$\text{\$\text{\$\text{\$\text{\$\text{\$\text{\$\text{\$\text{\$\}}}}}\$}}}}}}}} \endernominiminiminim{\$\text{\$

#### **Reading Borough Council Debt Advice Service**

Reading Borough Council Debt Advice Service are a friendly team of trained debt advisors who offer advice and support on ways to increase your income, reduce your outgoings and options to help you manage your debts.

T: 0118 937 2197 E: debt.advice@reading.gov.uk

\*@www.reading.gov.uk/media/1084/Budgeting-Handbook---Information-fortenants-in-Reading/pdf/Budgeting\_Handbook\_2020.pdf

# **Priority Service Register**

The Priority Services Register is a free service provided by suppliers and network operators. Each energy supplier and network operator maintains its own register. You need to contact your energy supplier to get on it.

\*\text{\text{dwww.ofgem.gov.uk/consumers/household-gas-and-electricity-guide/extra-help-energy-services/priority-services-register}} \text{discrete the consumers of the constant of the consumers of the consumer

# Housing

#### Launchpad

Launchpad run services that support individuals, couples and families in Reading who don't have a stable place to live or are at risk of losing their home.

T: 0118 929 1111 E: support@launchpadreading.org.uk

\*\*mww.launchpadreading.org.uk

# **Reading Borough Council Housing Advice Team**

Reading Borough Council have a specialist team which delivers free, confidential and impartial advice for Council tenants and any resident of Reading affected by the Benefit Cap or who is at risk of homelessness.

T: 0118 937 2165 E: housing.advice@reading.gov.uk

 $^\texttt{$^{\bullet}$www.reading.gov.uk/article/$11394/Homeless-or-at-risk-of-losing-your-home}$ 

\*hwww.reading.gov.uk/housing

# **Energy Advice from Citizens Advice Reading**

They have specialist energy advisers offering free one-to-one appointments where people can discuss any aspect of their energy bills. They go out to groups and do talks on how to cut the cost of gas and electricity. They also offer training to other organisations on how to offer energy advice.

T: 0118 952 3022 E: energy@citizensadvicereading.org

\*\*\text{\text{www.rcab.org.uk/energy}}

# YOUNG PEOPLE/FAMILY SUPPORT

#### **No.5**

No5 offers confidential listening to support children and young people and those around them, through their free counselling service for those aged 11-25 living, working or studying in Reading and the RG postcode area. Their tailored sessions with a counsellor usually take place on a weekly basis and last up to 50 minutes, and you will see the same counsellor each week.

T: 0118 901 5668 E: info@no5.org.uk \*@www.no5.org.uk

# **Children and Adolescent Mental Health Service (CAMHS)**

CAMHS works with young people who are experiencing significant, severe and complex difficulties with their mental health. These difficulties range from feeling low a lot of the time and worrying about many things to finding and fitting in with friends, hearing voices, having significant difficulties around eating, self-harming and even considering killing themselves.

T: 0300 365 1234 \*\text{\text{\text{\text{\text{www.cypf.berkshirehealthcare.nhs.uk/our-services/}}} children-and-adolescent-mental-health-services-camhs/about-our-mental-health-services-camhs

# **Starting Point**

Starting Point provide a several of mentoring support programmes for young people.

- Advance Mentoring supporting 11-19 year olds who are at risk of not continuing in education through mentoring.
- Aspire Mentoring supporting 15-25 year olds who are not in education, employment or training, into education, employment or training through weekly mentoring.
- Untold Stories: A young person-led production company for young people who are at risk or NEET aged 15-25.

T: 0118 956 7000 E: sam.lloyd@themustardtree.org \@www.startingpoint.org.uk

#### **Reading Refocus**

Reading Refocus are a youth charity working to improve the lives of children and young people by providing mentoring, activities, informal education programs and a homework club.

T: 0118 937 1778 E: info@readingrefocus.org.uk \@www.readingrefocus.org.uk

#### **Chapter 2**

Chapter 2 provide a dedicated adult male mentor for boys aged 7-16 years old, to provide one-to-one mentoring. They also organise group activities to support the development of the relationship between mentor and mentee in a practical and fun environment.

E: info@Chapter2.org.uk

#### Me2Club

Me2 Club is a Wokingham Borough charity that enables children and young people with additional needs and disabilities, aged 5-19 to attend afterschool mainstream activities. They do this by recruiting, training and developing volunteer 'buddies' to befriend and support young people at an activity of their choice. With help from a volunteer, children can join in with a wide range of fun activities including uniform groups, sports clubs and drama groups, giving them a chances to build independence and vital life and social skills. Me2 Club has begun a phased expansion into the Reading Borough and are now welcoming applications from: Abbey, Battle, Church, Katesgrove, Minster, Norcot, Park, Redlands, Southcote and Whitley.

# **Browns Community Services CIC**

Browns Community Services support socially excluded, disadvantaged and vulnerable people (18+) with complex and multiple needs working with them to transform their lives and wellbeing. They offer both one-to-one support and group workshops. We work with people for up to 12 months to address your individual needs and support you to set achievable goals.

T: 07508 194 940 E: info@brownscs.co.uk 
†www.brownscommunityservices.co.uk

#### **Home Start**

Home Start provide support to families struggling to cope with mental ill-health and physical disability, bereavement, broken family relationships, domestic abuse, poor housing and poverty.

T: 0118 956 0050 E: office@home-start-reading.org.uk \*\text{dwww.home-start-reading.org.uk}

#### **Reading Family Aid**

Reading Family Aid help children living with poverty and other disadvantages. They may be young carers, living in a family affected by drug taking, physical abuse, chronic illness or disability, or have a disability or illness themselves. They distribute toys at Christmas to children aged 0-16 through our Toys and Teens Appeal. If their funds permit, they also provide outings throughout the year for children and their families who otherwise couldn't afford to go.

T: 07901 767 748 E: info@readingfamilyaid.org \@www.readingfamilyaid.org

# Parent and Children Together(PACT): Alana House

Alana House is a community project run by PACT that uses a holistic approach to support and empower women. They offer a confidential, women-only, non-judgemental space and welcome all women who feel they need help and support.

T: 0118 921 7640 E: Alana.house@pactcharity.org

\*\text{\text{www.pactcharity.org/alana-house}}

# **Parenting Special Children**

Parenting Special Children's offer specialist parenting support to families of children and young people with Special Needs and/or Disabilities in Berkshire. This can be in the form of courses, workshops, support groups or signposting and information.

#### **Berkshire Womens Aid**

They provide confidential support, information, outreach services and refuge accommodation for women and their children who are affected by domestic abuse and violence. They work throughout Bracknell, Reading, West Berkshire and Wokingham.

T: 0118 950 4003 E: helpline@bwaid.org.uk \@www.berkshirewomensaid.org.uk

# Reading Families' Forum

Reading Families' Forum are a independent and voluntary group of parents, carers and organisations supporting families who have children and young adults with disabilities.

T: 07516 185 380 E: fran.morgan.rff@gmail.com \*@www.readingfamiliesforum.co.uk

# **Working Carers Support Group**

T: 0118 324 7333 E: ask@berkshirecarershub.org

#### **HEALTH & WELLBEING**

#### **Berkshire Relate Centre**

Berkshire Relate provide relationship counselling, sex therapy, children and young people's, counselling, telephone counselling, training and education.

T: 0118 987 6161 E: appointments.berkshire@relate.org.uk

# **Berkshire West Your Way**

Berkshire West Your Way is a mental health charity that provides a range of services for adults who have a diagnosed mental health need living in Reading, West Berkshire, or Wokingham and are ready to move forward in their recovery. They support people on their journey towards mental wellbeing, helping them with aspects of life such as socialising, building confidence and playing an active role in their community as well as connecting to other organisations offering support with forms, housing and employment support.

#### **Compass Recovery College**

Compass Recovery College provide free courses and social groups for anyone in the area over 18 who may be affected directly or indirectly by mental ill health.

T: 0118 937 3945 E: compass.opportunities@reading.gov.uk

\*\text{\text{\text{www.compassrecoverycollege.uk}}}

# **Sport in Mind**

Sport in Mind aims to improve the lives of people experiencing mental health problems through sport and physical activity. They have a list of activities that people can sign up to on their website.

T: 07341 267 740 E: info@sportinmind.org \dagger www.sportinmind.org/timetables

#### **COMMUNITY HUBS**

#### **The Weller Centre**

The Centre is run by a community-based management team with support from Earley Charity. Offers a variety of activities including health, wellbeing, youth and family events. CV writing session (other sessions to come). Space can be hired for regular groups/events and private parties.

T: 0118 947 5828 E: simone@wellercentre.org.uk
\*\text{dwww.facebook.com/wellercentre}

# **Sun Street Youth and Community Centre**

Sun Street Youth and Community Centre is the main hub for East Reading's Children's services. It hosts the majority of the support for families with under 5's and provides a range of services to the local area. The Centre is a single storey building which comprises of large hall, lounge area, IT room, art room and kitchen. Space can be hired for regular groups/events and private parties.

\*\text{\text{\text{\$\fracebook.com/Readingchildrenscentres}}}

# **South Reading Community Hub**

Hosts meetings and activities, rooms for hire, Reading Community Welfare Rights Unit, Whitley Library, Sure Start Whitley Nursery, Whitley Children's Centre, Whitley Community Development Association (WCDA) and Whitley Social Club and Café co-located. Space can be hired for regular groups/events and private parties.

\*\*The www.servicesguide.reading.gov.uk/kb5/reading/directory/service.page?id=6jYdmJ-zm40

# **Southcote Community Hub**

One of the new community hubs developed by Reading Borough Council with a view to providing a shared location for a range of services. The Centre was recently refurbished and extended to include a library, children's centre and upgraded facilities. They run a wide range of activities for all ages.

\*\text{twww.servicesguide.reading.gov.uk/kb5/reading/directory/service.page?id=6\_wPA13eGTg}

#### **Coley Park Community Centre**

A community centre run soley by local volunteers that provides services for the local community such as 50+ lunch club, play time and NCT nappy club, relaxation clases, Coley Mile Walk, community garden and exercise classes.

T: 0118 950 4202 \*\* www.coleyparkcommunitycentre.co.uk