

# Partners Information and Referral Guidance



## INTRODUCTION

Glasgow City Council's ChoiceWorks Programme supports individuals aged 16+, residing in Glasgow, who have a history of offending behaviour and are not in employment, education or training. The Programme is funded by the European Social Fund (ESF) Employability Programme and Glasgow City Council.

## OUR PROGRAMME

We seek to change the behaviour of participants by providing appropriate and proportionate interventions and to support participants to make the transition into employment, education or training. In doing this, it looks for the participant outcomes such as: cease or significantly reduced offending, improved mental and physical health, further learning, employment, etc. There is no set time limit as to how long a person may stay on the Programme, although the focus would be to get them through the Programme and onto a positive outcome in a reasonable time.

The ChoiceWorks Team is divided into three area teams covering the North West, North East and South of Glasgow. Each team has two Intervention Workers and a Case Management Worker who address ongoing issues that may be taking place in the participants' life such as: housing, benefits, mental and physical health, etc.

To support those teams there are two dedicated members of staff, focusing on training, education and employment.

## CASE MANAGEMENT SUPPORT

Our clients may require support with benefits, housing, alcohol or substance misuse or family support. When registered, a participant will gain support from a case management officer. This member of staff will look at what barriers they may be facing and provide them support and where appropriate signposting to other services if necessary.

## INTERVENTION SUPPORT

Whilst registered with ChoiceWorks, the client will be contacted by our intervention workers who will work with them to address their offending backgrounds, focus on the future and plan their next steps. They will work with the client to complete a number of sessions which will get them ready to progress.

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## EMPLOYABILITY AND TRAINING SUPPORT

Participants of the ChoiceWorks Programmes during and on completion of their intervention sessions are offered support to develop core skills, including literacy, numeracy, Information Technology and opportunities to gain qualifications and employability support through CV (curriculum vitae), interview preparation and job searching.

There are two distinct ways in which participants can enter into employment: work placement or directly into employment.

Work placement is where an individual who is not job work ready is matched with a private or public sector organisation to undertake a placement to gain work experience. The work placement aims to progress the individual into a positive environment, providing a structured learning experience and the experience of what future employment may entail.

Work placements are generally more suited to participants who have no or limited experience of employment, in our experience generally those aged 16 to early 20s. The older age group due to previous work experience often prefer to seek full time employment.

ChoiceWorks through its partnership with Recreate are in a position to offer volunteering opportunities to those who may not feel they are work ready.

During the course of placements or employment the employability officer will, over a six month period, liaise with the employer and the participant to monitor progress, performance and discuss emerging issues or challenges to be addressed, such as poor timekeeping/attendance and attitude.

At this point a case management worker will make themselves available to support the participant if they were to experience external concerns.

### Participants on placement can have the opportunity to:

- Experience employment in a chosen field for a set period.
- Continual job based development
- Opportunity to gain a reference
- Opportunity to promote capabilities and apply for any future posts
- Develop confidence and self-worth
- Gain certificated training

### Our Criteria

- Aged 16+
- A history of offending behaviour
- Not currently in education, employment or training
- Reside in Glasgow

## REFERRING TO CHOICEWORKS

Any organisation can refer into our programme. As long as your client meets the criteria, we can work with them to support them into their next steps.

Contact the team on 0141 276 7566 or e-mail: [CommsafetyChoiceworks@glasgow.gov.uk](mailto:CommsafetyChoiceworks@glasgow.gov.uk)  
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