

Opportunities for You

youth
employability service
(YES)

A guide to employment, learning, training and personal development opportunities for
16-19 year olds in Brighton & Hove

Issue 57 June 2016

Are you aged 16-19, not in education, employment or training
and living in Brighton & Hove?

The Youth Employability Service is here to help!

Our YES Employability Advisers provide free careers information,
advice, guidance and support with finding the right apprenticeship,
college course, training opportunity or job.

To register with us and receive regular one to one support from one
of our Advisers, come along to a drop-in listed below or give us a call
on the number below. You can also contact us through Facebook.

New in this issue!

- ★ Apprenticeships - Pro-Active Training
- ★ Sussex Cricket Foundation Sports Academy - open day June 6t
- ★ Wilmott Dixon work experience placements & Open Doors Week - Construction
- ★ Traineeships with Brighton Museum
- ★ Aldridge KSD Construction Academy
- ★ 3aaa Academy IT Apprenticeships & other Information Events

Come along to a Youth Employability Service drop-in:

TUESDAY and THURSDAY 1pm - 3pm

YOUTH ADVICE CENTRE

11 St George's Place, Brighton BN1 4GB



FRIDAY 1pm - 4pm

WHITEHAWK COMMUNITY HUB

179a Whitehawk Road, Brighton BN2 5GD



**TO APPLY FOR ANY OF THE OPPORTUNITIES MENTIONED IN THIS NEWSLETTER
CONTACT US OR SPEAK TO YOUR EMPLOYABILITY ADVISER.**

Get in touch!

call us 01273 294247

email us youthemployabilityservice@brighton-hove.gov.uk

facebook us www.facebook.com/yesbrightonhove

tweet us @yesbrightonhove



You Tube Channel: 'YESTV Brighton'



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NEWS from the Youth Employability Service..

Changes to Youth Employability Service Drop-ins:

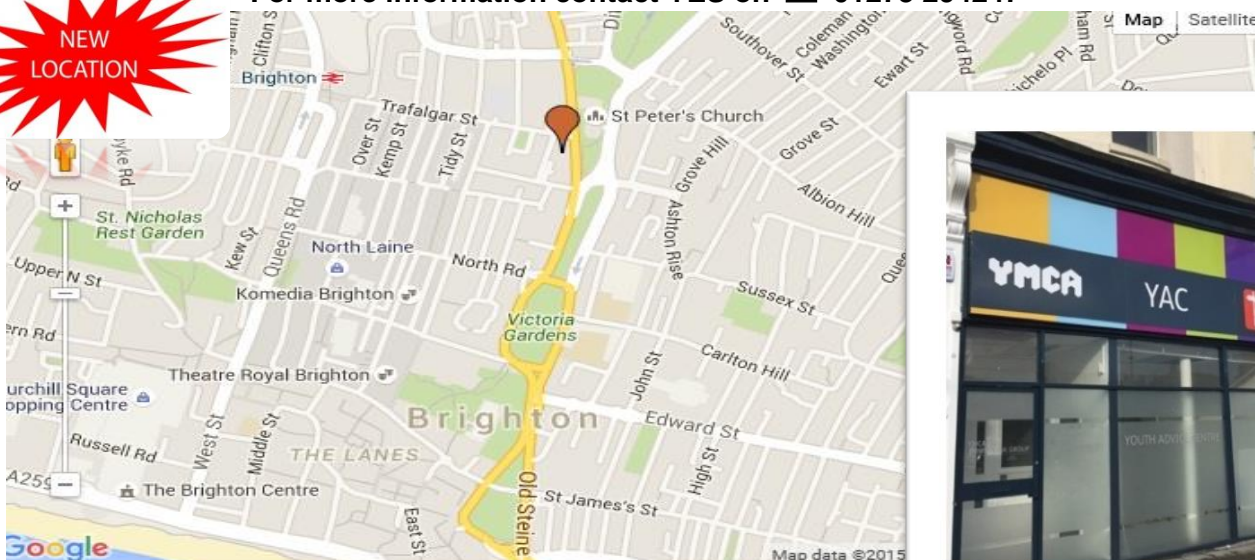
The Youth Advice Centre (YAC) has now moved from Ovest House to lovely new premises at:

11 St George's Place, Brighton BN1 4GB

(just along the road from St Peter's Church)

The Youth Employability Service drop-in has also moved to YAC at 11 St George's Place and times remain the same: **Tuesdays and Thursdays 1pm - 3pm**

For more information contact YES on ☎ 01273 294247



WE NEED YOU!



YEP!

Youth Employability Service Panel

Starting again!

Recruiting now!

Would you like to be part of it?



The Youth Employability Panel (small group of our service users aged 16-19) meet for an hour or two each month in Central Brighton to give views on our service and discuss new ideas, developments and improvements for the future.

As part of the panel you get free travel, food (usually a take away e.g. Pizza or KFC!) and a £10 Love to Shop voucher for coming each time!

You will also take away lots of useful skills and qualifications that will help boost your CV and help towards your dream job. It's fun too! Here are some of the things the panel has achieved so far:

- Written and produced a magazine for young people
- Helped organise and played important roles at events held throughout the year. From this they all achieved an accredited Stewarding Qualification which for some, helped to secure future employment.
- Gained a Youth Award certificate for being part of the panel

Let your Employability Adviser know if you are interested!



Apprenticeships



Here are some frequently asked questions about Apprenticeships:

What is an Apprenticeship?

Apprenticeships are a brilliant way of gaining qualifications and work-place experience. As an employee you can earn as you learn and gain practical skills from the work place that will really help you in your future career.

What are the entry requirements for an Apprenticeship?

Apprenticeships have different entry requirements, however the most important requirements are:

- You must be living in England and be aged 16+
- You must not be in full time education.
- If you don't have good grades in GCSE English and maths you will need to take a literacy and numeracy test.

Do I get paid during an Apprenticeship?

Yes, *you do*. The National Minimum Wage for apprentices is now **£3.30 per hour**

As skills develop, many employers tend to increase wages; research has shown that apprentices earn an average of £170 net pay per week.

If you would like more information about the range of jobs available through apprenticeships, look at the websites below or contact the Youth Employability Service.



Find an apprenticeship

FIND AN APPRENTICESHIP!

www.apprenticeships.gov.uk

To search and apply for Apprenticeship and Traineeship vacancies, log on to **www.apprenticeships.gov.uk**. If you haven't already, you'll need to create an account and start the application process - it's very simple to do! If you registered on the old apprenticeship website, you'll need to register on this new site. If you need further help with this, you can contact your Employability Adviser or contact the Apprenticeship Helpdesk on **0800 0150400**.

Also check out **www.apprenticeships-in-sussex.com** to search for training providers offering apprenticeships near you!

NEW!

ProActive Training & Skills Services offers apprenticeships in:

SOCIAL MEDIA FOR BUSINESS

CREATIVE & DIGITAL MEDIA

CUSTOMER SERVICE

HEALTH & SOCIAL CARE

MANAGEMENT

BUSINESS ADMINISTRATION

TEAM LEADING

All of our current vacancies can be viewed on the national apprenticeship website or the YES Service Facebook page.

Businesses are always looking for a new perspective and apprentices bring the creativity, enthusiasm and energy that employers need to update their company. A fresh outlook combined with a keen initiative can make you an asset to any company, no matter the industry.

Not only will you be working and getting paid, you will also gain a qualification!

At Proactive Training and Skills Services, we are dedicated to supporting young people find an apprenticeship and providing the training required to make it a success. Our dedicated team will support each apprentice in achieving all parts of their framework, including Functional Skills in English, Maths and ICT (if required). Our mission is to ensure that every learner uses their apprenticeship to help their career develop.

ProActive
Training & Skills Services

2nd Floor, Vantage Point
New England Road
Brighton, BN1 4GW

We are currently working with a number of employers across Sussex to create apprenticeship vacancies and therefore registering potential applicants, so if you are interested in any of the above apprenticeship frameworks or have any questions please email **davidslade@proactivetss.org** or call us on **01273 626621**.

Traineeships

Traineeships are pre-apprenticeship programmes aimed to be a stepping stone to an apprenticeship or job. They provide work experience as well as maths and English qualifications. The work placements are unpaid but expenses may be available. Traineeship vacancies are also advertised here: www.apprenticeships.gov.uk

city college

brighton and hove

Looking for real workplace experience?

Here at City College, our Pre-apprenticeship programme offers high quality, structured work experience placements with local employers to prepare you for your chosen industry.

Why undertake work experience:

- Demonstrates you are work ready
- Provides you with a current employer reference
- Increases your chances of getting on to a job or into an Apprenticeship

Programme includes:

- 8 weeks - 5 month placement (flexible to learner)
- Level 1 Enhancing Employability qualification
- English & Maths training
- Regular job search support

Courses start throughout the year

Find out more: Contact Kyle Holman on 07912 387126 or text "train" and your name



Apprenticeships

city college

brighton and hove

DROP-IN



Interested in an Apprenticeship?

If you would like to know more about Apprenticeships, you're very welcome to drop-in and speak to an adviser about the opportunities available

WEDNESDAYS

12pm – 3pm

Student Centre, Central Campus, Pelham Street, Brighton

To view the current Apprenticeship vacancies, visit:

www.ccb.ac.uk/apprenticeships

Or you can email your cv to: apprenticeship@ccb.ac.uk



Skills Training UK

The Bridge Community Education Centre
Lucraft Road Brighton BN2 4PN

Skills Training now offers Traineeships in Brighton and Hove. If you are ready for work but need to build skills and confidence first, then a Traineeship would be right for you. This is a 12 week programme during which you will learn about the work environment, receive English and Maths support and advice on interview tips and how to improve your CV.

Work experience is also offered in a range of career areas such as Warehousing, Customer Service and Hospitality and can lead to an apprenticeship. The 4-week work placement will be with a local employer in an industry of your choice.

Recent work placements include: maintenance, food and beverage, warehouse, reception/admin and retail.

Functional skills in English and maths are studied at the Skills Training centre in Lucraft Road, Brighton. Participants can continue to receive benefits including JSA. Child benefit can also continue to be paid to parents/carer of those living at home. A weekly bus pass will be provided and a bursary of up to £25pw is available for those eligible.



Gearing up for your **halfords** career

Skills Training UK also offer Traineeships with Halfords for 16-24 year old.

Join this 7 week programme to get a level 1 Retail qualification, training in Work Readiness and Equality & Diversity as well as support to improve your English and maths skills to prepare for work. At week 4 you will start a work experience at a local Halfords store where you will get a minimum of 100 hours work experience. Once you have completed the Traineeship there are opportunities to gain a permanent job with Halfords!

Speak to your Employability Adviser for more information and for help applying!

Smart Training and Recruitment are working in partnership with the British Heart Foundation and offer Traineeships at British Heart Foundation stores in the local area. Work placement positions are available in Retail, Administration and Warehousing.



training and
recruitment

- Work experience in a real work setting
- Retail, Administration and Warehousing
- Work placements last from 6 weeks to 6 months
- Gain new skills and qualifications
- Gain Functional skills in Maths and English
- Gain confidence and skills to enter the world of work
- Travel and a weekly attendance allowances are paid



Speak to your Employability Adviser for more information and for help applying!

STUDY Programmes

Apply
Now

Flexible study programmes at Entry and Level 1, for 16-18 year olds, to help develop skills, confidence and independence in preparation for work, an apprenticeship or further education. Learners will be supported to improve their English and maths and this will lead them to receiving Functional Skills qualifications in English, Maths and ICT (Entry, Level 1 and Level 2).



Enterprise Point
Melbourne Street
(off Lewes Rd)
Brighton

Access to Music Level 1 course: 🎵 Music 🎵

An introductory course for anyone interested in music who wants to start writing, playing and recording music while gaining essential life & employability skills.

Complete music and media related projects to develop job and life skills to help you move on into work or into further education. The course also covers communication, team work, CV building and interview techniques. **Course duration: 2-3 days per week**

TASTER DAY: Friday 3rd June 10am-3pm

Opportunity to create music in fully-equipped band rehearsal rooms/studios, create beats and tunes in Apple Mac tech suites. Workshops in digital media, working with video, photography and graphic design. Places must be booked in advance, ask your Employability Adviser for help with this.

city college brighton and hove

Pathways Programme entry level subjects available in:



- ★ Business
- ★ Hair & Beauty
- ★ Care
- ★ Motor Vehicle
- ★ Construction
- ★ Sport and Public Services

Develop confidence and employability skills to move into further learning and employment. Full support is given to each learner who is given a personalised package.

Course duration: 1 year - 3 days per week Next start date: **September 2016**



12 Queens Square
Brighton
BN1 3FD

DV8 Sussex Level 1 courses:

- ★ Introduction to Music, Media & Digital
- ★ Music Production

Gain employability skills in the creative industries, market a product through social media and create a digital CV and portfolio. A bursary for help with travel and food is also available if eligible. *Level 2 and 3 courses also available in:* ★ Fashion & Design ★ Live Events & Promotion

★ Media Production ★ Music Production. DV8 also offer apprenticeships!

Course duration: 3 days per week - 1 Year Next start date: **Ask your YES Adviser**

Sutton &
District
Training

Sutton & District Training Level 1 courses



**Starting in September –
Details of our new courses
coming soon!**



Technology House
West Road
Portslade
BN41 1QH

YMCA Training Level 1 & Pre-Apprenticeship courses available in:

- ★ Childcare
- ★ Health Social Care

YMCA training can offer you:

- Help with CV writing and interview techniques
- Work experience placements
- Cover the cost of getting a DBS completed

Course duration: 3 days per week - 1 Year Next start date: **Ask your YES Adviser**



PERSONAL DEVELOPMENT courses

Coffee: It's a career now



Become a qualified Barista and get paid to learn!

One Church Brighton are offering a subsidised* Barista training programme giving the chance to gain a Barista Skills Foundation Certificate to add to your CV! The highest certified standards in Europe - Speciality Coffee Association of Europe (SCAE) recognised qualification. The 3-4 session course covers:

- Full training in the use of specialist Barista equipment and machinery
- How to make all types of coffee/hot drinks e.g. cappuccino
- Learn to grind coffee beans, froth milk
- Learn to create latte art
- Gain customer service experience and business skills

Interested? Email BrightonBarista@gmail.com or speak to your YES Adviser who can arrange for you to visit and sign up.

*There is a small contribution cost towards the training of £45



BTEC Education programmes with Albion in the Community



Albion in the Community are offering an exciting opportunity for 16 to 18 year old boys and girls to play Futsal or in an 11 a-side combined with an education programme with the football club; allowing you to study for a Level 3 BTEC Extended Diploma in Sport as well as playing the game you love for Brighton and Hove Albion Football Club.

Futsal Scholarship: 6-8 hours futsal training, bi-weekly fixtures against other clubs, at least 10-12 hours education per week and the opportunity to gain FA Level 1 Futsal qualification.

11 a-side: Scholars selected will have 6-8 hours training per week, weekly fixtures and 10-12 hours education per week.

During these programmes you can also earn qualifications that will help you gain employment in the sport and leisure industry; as well as training and competing in a professional environment.

All Education programmes are delivered free of charge. However scholars will be required to pay for BHA branded training kit in line with the Academy. Entry requirements are 3 GCSE's at grade D+ (inc English & maths) for BTEC Level 2 In Sport and 5 GCSE's C+ (inc English and Maths) for the BTEC level 3 Extended Diploma in Sport.

The course starts September 2016 at
the American Express Community Stadium
To find out more go to: www.albioninthecommunity.org.uk
or call: 01273 878260 or ask your Employability Adviser!



PERSONAL DEVELOPMENT courses



SUSSEX CRICKET FOUNDATION

LEVEL 2 OCR CAMBRIDGE
TECHNICAL IN SPORT

AT THE 1ST CENTRAL
COUNTY GROUND, HOVE



**Launching September 2016!!
Apply Now!**

Are you 16-18, enjoy sport and interested in developing a career within the sports industry? If yes, then apply now for your place at the Sussex Cricket Foundation Academy and be part of a professional sport environment including access to professional sporting facilities.

APPLY NOW FOR SEPTEMBER 2016

Based at the 1st Central County Ground in Hove, you will have a unique opportunity to develop the skills and experience you need to progress your career within the sports industry. This one year full time course is a multi-sports programme incorporating regular activity sessions e.g. cricket, football, volleyball, badminton and squash.

Full Level 2 Qualification in Sport including:

- Practical sport
- Anatomy and physiology for sport
- Nutrition for sports performance
- Development of personal fitness
- Injury in sport
- Fitness testing and training
- Planning and leading sports activities
- Technical skills and tactical awareness of sport
- Practical sporting activity programme
- Schools competitions and fixtures
- Work experience within sports industry and sports education settings
- Cricket leaders programme including coaching, groundsmanship, officiating and leadership
- Strength and conditioning training

Speak to your YES Adviser for more information and for help applying for this!



**** OPEN AFTERNOON Monday 6th June 2.30pm – 7.30pm ****
To find out more, head down to the 1st Central County Ground in Hove (Eaton Road, Hove, BN3 3AN) to the open afternoon!

PERSONAL DEVELOPMENT courses



EVER CONSIDERED A CAREER AS A MUSEUM PROFESSIONAL?

Read on to find out more about our exciting *Traineeship* opportunity

Royal Pavilion & Museums (RP&M) is recruiting for a one-year traineeship, QCF Level 3 Cultural Heritage diploma, starting in September 2016. The successful candidate will receive a £13,000 (tax free) bursary and will be trained, supervised and mentored within RP&M. Bespoke training content will be adapted to the interests and aspirations of the trainee, as well as to the RP&M collections.

The traineeship is for one young person, aged 18-22 years, from Brighton & Hove. *Recruitment is particularly targeted at young people who may be socially excluded or from lower socio-economic backgrounds.* The programme will cover the successful candidate's travel and training costs. This opportunity is funded by the British Museum's Learning Museum programme with the trainee being able to attend workshop sessions at The British Museum and other organisations around the UK.

Learning Museum aims to provide training opportunities to people from groups that are currently underrepresented in the museum workforce, therefore the programme is designed to attract people who may not have considered a career in museums previously. It aims to invest in a new generation of museum professionals and equip them to thrive in a fast-changing sector.

After a year of work-based learning and collaborative workshops, the trainee will have developed dynamic collections skills and gained experience in key museum development, such as entrepreneurship and fundraising.

Recruitment for the traineeship will be via a taster day at Brighton Museum in July / August which will include writing an application, and then through group and individual interviews. In order to keep the recruitment process inclusive the application will assume no prior work or academic experience of the museum sector.

One trainee will be selected, along with a reserve. Where possible we aim to link other young people that have expressed an interest via applications into our youth engagement programme, Museum Collective and other volunteer opportunities both within RP&M and the wider city's heritage partners.

Taster Day:

Potential candidates must attend the taster day (date TBC). This will enable them to find out more about the museum and the traineeship opportunity. The day will include:

- Short tours of the museums including some behind the scenes areas.
- An opportunity to meet museum staff and find out about their jobs and working within a museum setting.
- Hands on involvement with some of the activities run at the museum.
- Information about the application process and support in completing applications.

The taster day will include an in-detail discussion of the application process, supporting all candidates in writing an effective application that accurately represents their potential.

If you would like to find out more about this opportunity please contact sarah.pain@brighton-hove.gov.uk or call 07833 483245



PERSONAL DEVELOPMENT courses

PRINCE'S TRUST TEAM PROGRAMME

Run by City College in Brighton, Hove & Shoreham

FREE 12 week programme for 16-25 year olds who are looking for work. The programme will help to build confidence and motivation, develop new skills and qualifications in employment, teamwork, community skills, first aid and food hygiene. It will look great on your CV and you will have the skills and confidence to apply for work, training or a full-time course at college. On this course you'll get the opportunity to:

- ★ go on an action packed residential week ★
- ★ receive useful training that employers look for & get help with your CV ★
- ★ complete projects in your local community ★
- ★ make new friends and have an amazing time! ★
- ★ complete a 2-week **work placement** of your own interest ★

TRAVEL IS FREE AND THERE ARE NO COURSE COSTS

Next Start Dates: **City College (Pelham St) - 1st June**
Hove (Marmion Rd) - 1st June
Whitehawk Inn - 20th June



Team
programme



ALDRIDGE KSD CONSTRUCTION ACADEMY



A unique apprenticeship academy at the Brighton and Portslade Aldridge Community Academies in partnership with KSD Construction Group

- ✓ Level 1/2 Full-time Course in Maintenance Operations
- ✓ Level 1/2 Full-time Course in Carpentry and Joinery
- ✓ Level 1/2 Apprenticeship in Maintenance Operations
- ✓ Level 1/2 Apprenticeship in Carpentry and Joinery



**Starts
September 2016!**

Both BACA and PACA are working in partnership with KSD Construction Group to provide this course

The learners will work on a real construction project.

**Speak to your YES
Employability Adviser for
more information and for
help applying!**

OTHER Activities ...

The **National Citizen Service (NCS)** will be running in Brighton & Hove again this year.

NCS is a once in a lifetime experience for 16 and 17 year olds running in the Spring Summer and Autumn holidays. Plan and take part in a local community project building skills for work and life. Also includes an amazing short trip away and leisure activities.

To find out more and register go to: www.thencsnetwork.org.uk or www.ncsyes.co.uk

Reasons to say Yes to NCS:

- ✓ UCAS recommends students include NCS in their personal statement
- ✓ You learn the skills employers value
- ✓ Learn to budget and live for yourself
- ✓ Meet incredible people
- ✓ Get your voice heard!



Costs £50 to take part (includes trip away) but the cost may be reduced or even free depending on your circumstances.



Do you want to gain hands on, real work experience working on a major construction development at The University of Sussex?

If so, Willmott Dixon are offering voluntary short work experience placements which will give you the opportunity work alongside skilled people, learn new skills and on-site duties will be dependent on trade but are likely to include general labouring. Boots, hard-hat, hi-viz, gloves and ear and eye protection will be provided and you will be given a full health and safety induction as well as a risk assessment to make sure you will be safe on site before starting the placement.

We're keen to give young people work experience, a reference and who knows you may even get a job at the end of it! It's a great foot in the door for very keen young people who want to start a career in construction.

Things to consider about this placement:

- Although this is not a paid work placement, you will be paid travel costs
- Start & finish times will be site-dependent but normally be 8.30am-5.30pm

Ask a YES Employability Adviser for more information



Open Doors Week takes place in June giving the chance to go behind the scenes of a large construction project at the University of Sussex in Falmer, Brighton.

View details and book your place here: <http://opendoors.construction>

You can choose to attend on June 13th, 14th or 15th.

Thinking about VOLUNTEERING?



Volunteering is a great opportunity to make a difference; give back to your community, meet new people, get new experiences, get a sense of achievement and make a difference to other people's lives, feel a part of something great; all while gaining valuable skills and experiences and adding something great to your CV! Anything from a few hours to several months there could be something for you!

Do-it *Be more*

Volunteering is easy. It's about giving your time to do something useful, without getting paid (although expenses may be paid). In return you get the satisfaction of time and effort well spent. It should also be fun! The range of opportunities is huge. Whatever skills and experience you have there is something that you can do. Millions of people in this country already volunteer, but many more are needed. So use the DO-IT database to search for opportunities in your area- get out there and **Do-it!** There is also information about volunteering abroad!

Check out the range of opportunities in Brighton and Hove at: www.do-it.org.uk

vInspired.com

LEARN NEW SKILLS
BOOST YOUR CV
MAKE NEW FRIENDS

What we do....

We're the nation's leading *youth* volunteering charity.....

We believe that young people can change the world. We provide young people with the opportunities to gain new experiences and skills for life by taking action on causes they care about.

We've created more than one million volunteering opportunities. So far, over 164,000 young people have used **vInspired.com** to volunteer with more than 4,4000 charities. Let your volunteering journey begin with us and see what amazing things you are capable of.

Visit us at: www.vinspired.com or contact us via our facebook page:
<https://www.facebook.com/vinspired>



VOLUNTEER CENTRE BRIGHTON AND HOVE

The Volunteer Centre Brighton and Hove celebrates the amazing and inspiring contribution of volunteers and makes it easier for young people to find fun and fulfilling volunteering opportunities.

They provide a range of help and information on volunteering. For more information and to contact the Brighton and Hove Volunteer Centre go to website: <http://bhcommunityworks.org.uk/volunteering>

If you want to talk to somebody in confidence about volunteering you can call the Volunteer Centre on **01273 234826** or email volunteercentre@bhcommunityworks.org.uk
Talk or leave a message and someone will get back to you.



UPCOMING EVENTS...

Friday 3rd June 2016

@ Jurys Inn Brighton

Waterfront Hotel

10am to 2pm

**TOP
TIPS**



**Jobs
fair**
Est. 2010
FREE
TO ATTEND

- ★ Take copies of your up to date CV....
....Your YES adviser can help you update your CV and print copies for you to take!
- ★ Research companies attending in advance and be enthusiastic about their company
- ★ Dress to impress the employers
- ★ Allow yourself plenty of time
- ★ Shake hands to introduce yourself to employers
- ★ Prepare & practice, tell them your skills & experience, be ready to talk about your strengths
- ★ Follow up contacts as soon as you can
- ★ Know your diary, don't lose a chance for an interview
- ★ Your YES Employability Adviser will be happy to help you to prepare before you go!

NEW!



3aaa Academy Insight Afternoon, Brighton

Friday 3rd June 1pm-5pm

Drop in at any time throughout the afternoon to find out more about the *IT and administration apprenticeship* programmes offered at the 3AAA Academy in Brighton. Includes various talks and workshops. You can also simply pop in for 15 minutes to get some advice and have a look around. Light snacks and drinks will be provided.

WHERE: 3aaa - Floor 2, Imperial House 40-42 Queens Road, Brighton BN1 3XB

Speak to your YES Employability Adviser to find out more or visit: www.3aaa.co.uk/brighton

lookfantastic
training

**Interested In A Career In Hairdressing?
Look Fantastic Training Taster Days**

Lookfantastic Training Academy offer a range of taster days for anyone interested in a career in hairdressing. Taster days give you the opportunity to find out about Look Fantastic Training in Hove and to see if the hairdressing industry is for you.

- Career progression and opportunities available
- Personal presentation and health and safety
- An introduction into an array of styling equipment and techniques
- A workshop for you to style and dress hair

Dates for upcoming taster days:

Friday June 24th 2016

Friday 22nd July 2016

Friday 19th August 2016

Lookfantastic Training, Agora Building, 2nd Floor East, Ellen Street,
Hove, BN3 3LN Tel: 01273 778631 www.lookfantastictraining.com



Are you now **OVER 19** or living outside of Brighton & Hove?

Are you now over 19?

You have reached the age when the Youth Employability Service is no longer funded to work with you. However, careers guidance and help to find work, training or college courses are available from the **National Careers Service**, Telephone: **0800 100 900** (Open every day from 8am to 10pm) or go to the web page: <https://nationalcareersservice.direct.gov.uk>

If you have previously held a statement of special needs you can still use the Youth Employability Service up to age 25. If you think this applies to you, get in touch with us on Tel: 01273 294247 and we can advise on help available.

The following organisations also offer guidance along with other services and courses for adults. Contact them to see if they are able to help you:

The Bridge Brighton: Lucraft Road, Brighton BN2 4PN. Community learning, arts, crafts and music courses as well as access to advice on learning, job search and money management. Tel: 01273 687053 or visit www.thebridgebrighton.com

City College Brighton & Hove - Opening Doors: 4 week employability programmes for unemployed people aged 19+ in receipt of JSA or ESA. Subjects include: business admin, health and social care, IT and retail. Programmes start every few months. Tel: 01273 667712 or Email: openingdoors@ccb.ac.uk

Community Learning Team: For information about free courses to help get back into learning and volunteering. Tel: 01273 294 287 or Email: communitylearning@brighton-hove.gov.uk or visit www.brighton-hove.gov.uk/content/children-and-education/community-learning-team

Family Information Service: Provides information on childcare, health and parenting etc. Tel: 01273 293545

Friends Centre Brighton: Tel: 01273 810210 or visit www.friendscentre.org

In2Work (One Youth Brighton): Provides support for under 26 year olds to get into work, education and training. Tel: 01273 694746 or visit: www.oneyouthbrighton.org.uk Drop-ins:

- Mondays at Young People's Centre, Brighton (see below) 3-5pm.
- Tuesday and Wednesdays at OneChurch, Gloucester Place, Brighton 12-3pm

Portslade Adult Learning Centre: 55 Boundary Road, Hove BN3 4EF Tel: 01273 382739. Job Club drop-in every Wednesday 9.30am-1.30pm.

Whitehawk Inn Brighton: Whitehawk Road, Brighton, BN2 5NS. Tel: 01273 682222 or visit www.whinn.org.uk

Youth Advice Centre (YAC): 11 St Georges Place, Brighton BN1 4GB **NEW ADDRESS!**

Guidance and information drop in service for young people up to the age of 25. Drop-in - Monday to Friday 3-6pm. Tel: 01273 828828 Email: yacservices@ymcadlg.org or visit www.ymcadlg.org

Young People's Centre (YPC): Ship Street, Brighton BN1 1AE Tel: 01273 887886 or visit www.facebook.com/YPCbrighton or <http://youngpeoplescentre.org.uk/>

Youth Service Brighton & Hove: for further information and updates about local services visit www.facebook.com/BrightonandHoveYouth

Do you live outside of Brighton & Hove?

If you live outside of Brighton & Hove the Youth Employability Service is unable to help you, but you can get free careers information, help and guidance from the **National Careers Service** (see above).

If you live in **West Sussex** you can also go to website: www.westsussex.gov.uk/education-children-and-families/your-space/

If you live in **East Sussex** you can also go to website: www.c360.org.uk or call the Youth Employability Service East Sussex on Tel: 01323 410803

If you are now settled in work, training or on a college course and no longer wish to receive this newsletter or to update your contact details, please call the Youth Employability Service on 01273 294247