

Making the most of accredited unit delivery

Using Accredited Units to Support the Unemployed

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Workability and Employment Pathways

Background

- Department established in July 2009 due to gaining European Social Fund (ESF) funding for 6 month+ unemployed, appointed three staff.
- Built relationships with Jobcentre Plus (JCP.)
- Used labour market intelligence (LMI) to decide on core offering.
- Delivered a nine hour unaccredited employability induction and then fed into existing curriculum, including basic skills and ESOL.
- Developed small offering for our learners in IT, Customer Service, Construction Skills Certificate Scheme (CSCS) and Care and Security.

Workability and Employment Pathways

Projects so far

Name of programme	Duration	Delivery	Funding partner	Impact/ measures of success
6month+ Offer	July 2009-March 2011	800 enrolments, with 197 job outcomes (most without training)	European Social Fund (ESF)/ Skills Funding Agency (SFA)	25 per cent job outcome rate for long term unemployed. Targeted to deliver 9-75 guided learning hours (GLH) per learner and Job outcomes with training attached.
Routes into work (18-24 years)	April 2010-March 2011	85 enrolments, with 30 job outcomes	ESF/ SFA	35 per cent job outcomes for 18-24 year olds. Targeted to deliver up to 134 GLH and Job outcomes.
Programmes for the unemployed	Aug 2011-July 2012	108 enrolments with 28 job outcomes	ESF/SFA	26 per cent job outcome rate. Targeted job outcomes and GLH delivery.
Response to redundancy	Aug 2011-July 2012	66 enrolments with 28 job starts	Amersham and Wycombe College and A4E	42 per cent job outcome rate. Targeted job outcomes and GLH delivery.
Unitised accreditations (QCF) ALR funding	August 2011 onwards Adults on benefits that are actively seeking work can be funded for accredited unitised delivery	Over 600 enrolments took place in 2011/12 and for 12/13 we are up to 1000 so far....	SFA/ALR	86 per cent success on the courses enabled job seekers to progress into work or further learning.
Neighbourhood employment programme	January 2012 -present	967 engagements, with 113 job outcomes in 2012	MK Council	12 per cent job outcome rate. Programme is delivered across number of agencies and we are subcontracted on the NEP by ACE.
Fishermead Employment programme	January -December 2011	63 learners enrolled, with 13 job outcomes	MK Council	20 per cent job outcome rate- project for unemployed residents of Fishermead.
Housing Employment programme	May 2011 -April 2012	266 learners enrolled, with 33 job outcomes	MK Council	12 per cent job outcome rate. Project for tenants of Milton Keynes Council and Housing Associations on benefits.

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Current offering for JCP Skills Conditionality referrals

Twenty-one hour (3.5 day) induction which includes:

- diagnostics;
- a self-assessment Edexcel unit;
- interview preparation and skills Edexcel units;
- integrated National Careers Guidance Service support;
- CV review and update;
- the development of employment related individual learning plans;
- matching labour market demand and JCP requirements with individual's aspirations and skills; and
- the use of accredited units and some short qualifications to enable a holistic pathways for each learner, as well as access to the main College curriculum.

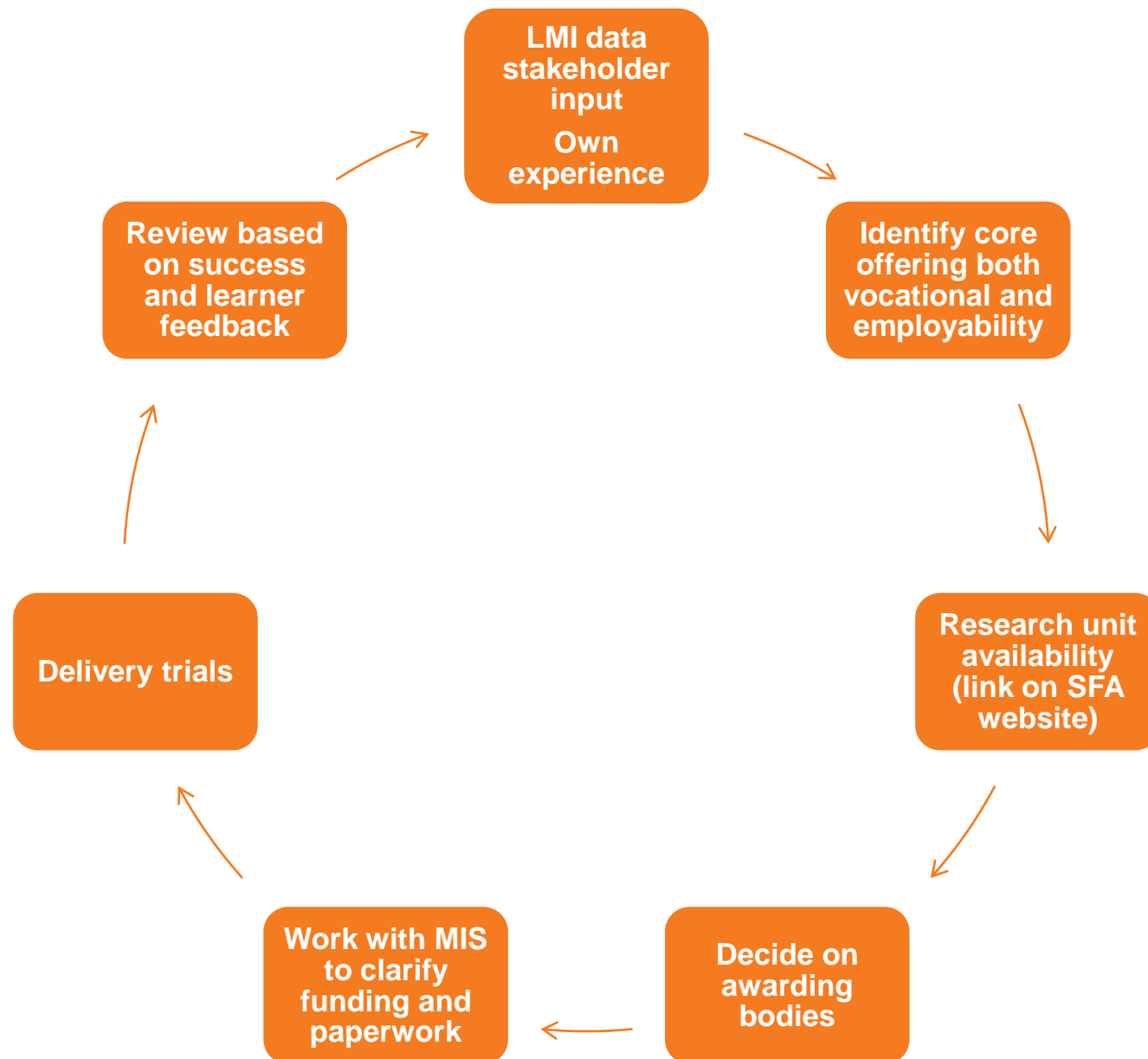
Workability and Employment Pathways

Other work...

- Neighbourhood Employment Programme.
 - 22 Job Clubs throughout Milton Keynes
- Work Programme delivery.
- Sector-based work academies (SBWA) and pre-employment training (PETs.)
- The National Institute of Adult Continuing Education (NIACE) Cliff Project.
- Arts Council England (ACE) funding.

Accredited units

How do we do it?



Accredited units

Awarding bodies used

- Ascentis.
- NOCN.
- Edexcel.
- NCFE.
- City and Guilds.

Accredited units

What we deliver

Units

Self-assessment

Applying for a job

Preparing for an interview

Interview skills

Problem solving

Assertiveness and decision making

Interpersonal skills

Planning an enterprise activity

Telephone techniques

Health and safety in Construction

Contact centre operations

Effective customer service

MS Word Processing

MS Spreadsheets

MS Access

MS PowerPoint

ICT for Employment

Introduction to Retail

Introduction to Business

Introduction to Care/Childcare

Team Leading

Other Accredited Delivery Awards

IT User Skills

Customer service

Online Basics

Popular Mainstream Curriculum

Bookkeeping

Preparation to Teach in the
Lifelong Learning Sector (PTLLS)

Introduction to Counselling

ESOL

Literacy

Numeracy

Accredited units

Benefits

- Allows a very holistic approach.
- Bespoke to each learner.
- Responsive to current demand.
- Units are often funding at higher guided learning hours (GLH) than an equivalent awards.
- Ofsted rules not applied: it does not impact on your success, retention and achievement.
- Greater opportunity for bespoke employer-led SBWA.
- Used to fund our induction model.
- Supports learners personal and economic situation.
- Enables us to engage with learners in areas of high deprivation.
- Helps to develop sustainable partnerships.
- Great to include in bids for other funding!

Accredited units

Barriers

- Can be time consuming to coordinate.
- Administratively heavy.
- We also have to do all pre-course administration for other curriculum areas to ensure continuity.
- Poor return on investment.
- Benefits require evidence.
- High levels of internal verification.
- Need to have a close relationship with your management information system (MIS).
- Continuous marketing required.
- Not funded for tracking job outcomes.
- Not funded for on-going one to one learner support.

Accredited units

Tips for success

Create pathways to encourage each learner to complete multiple units

IT

Online Basics

ICT for Employment

Entry 3 Word and Excel

L1 Award in IT User Skills

L2 Award in IT User Skill

Office work

Intro to Business and Administration

Effective Customer Service

Assertiveness and Decision making

IT User Skills

Telephone Techniques

Accredited units

Tips for success

Ensure that you have a good relationship with stakeholders.

- Agreement with Maximus is that they do all the recruitment, pre-course administration and printing. Some courses are also delivered on their premises.
- Maximise referral opportunities through advertising with a wide network of local partners.
- JCP may have delivery rooms: makes the learners more reliable if delivered here.
- Initial JCP referrals are seen at JCP premises every Monday allowing the project to remain high profile.
- Maximise other funding opportunities e.g. council support for economic regeneration.
- Can you deliver in any other venues? We use a variety of community venues.
- Minimise learner paperwork, enrolment amendment forms, self declaration of benefits now accepted.

Accredited units

Tips for success

- Double check funding availability on the Learning Aim Reference Application LARA (some units have been withdrawn during the academic year.)
- Don't use too many awarding bodies.
- Make sure your offering reflects local labour market demand **and** learner demand.
- Ensure you have a good relationship with you MIS department and that all learners are being fully funded.
- Decide on whether you are prepared to offer to 18 year olds to support inclusion (they are not funded for many of the units.)
- Keep all courses short and condensed to meet benefit conditionality and improve retention and success.
- Deliver within school hours to improve inclusion.

Accredited units

Barriers to success

- What other barriers can you identify?
- What solutions can you think of?

Thank you