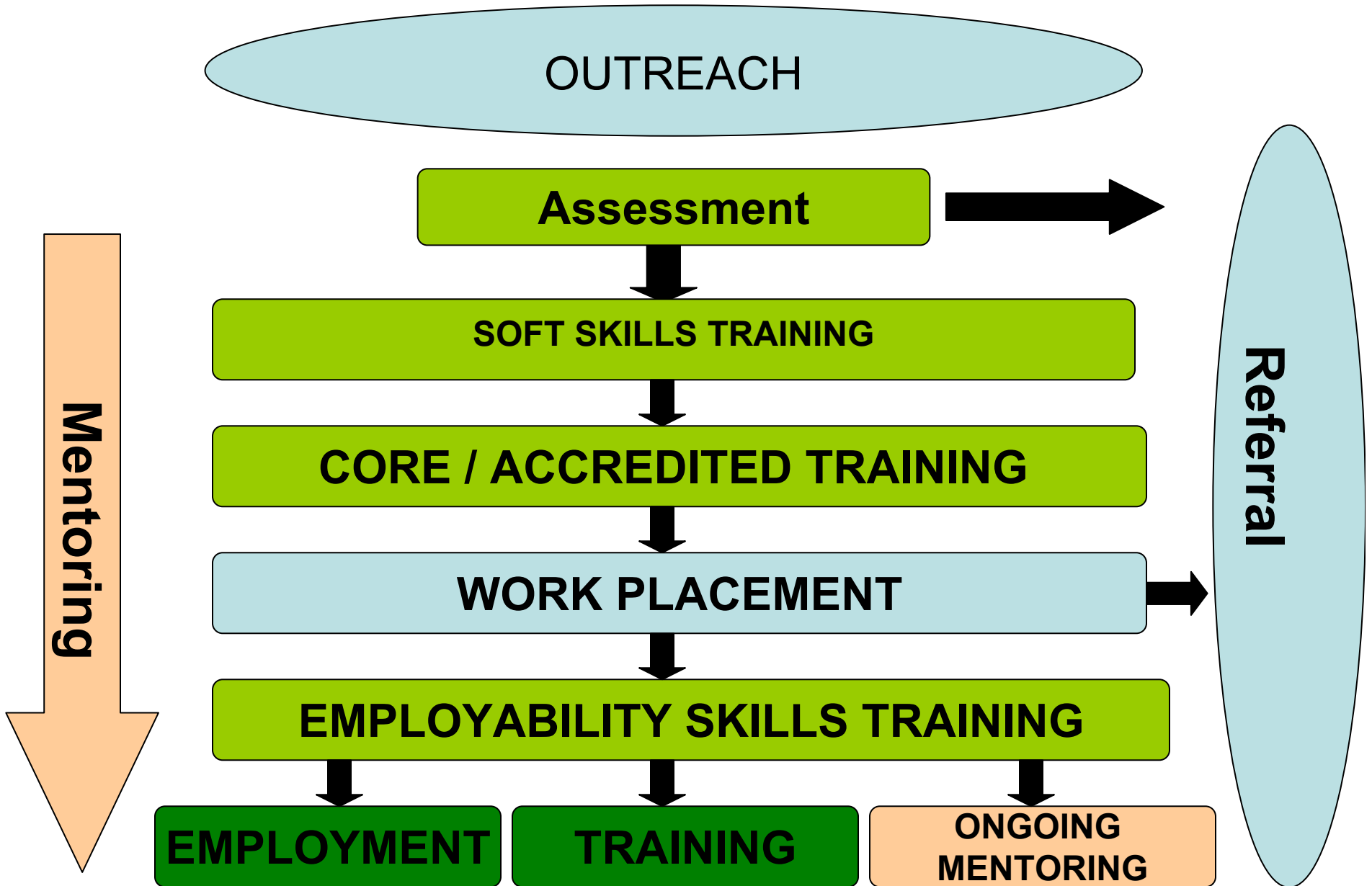


Removing the Barriers - the WINS Training Model



Draft Guide to the WINS Model

- **Key Questions**
- Thoughts on rationale?
- Any elements we have missed?
- Any other sectors we could look at?
- Is it transferable?
- How should we mainstream it?

Draft Guide to the WINS Model

- **Key Questions**
- Clarity – is meaning clear? Is language simple?
- Usefulness – for you? Your Council? Other stakeholders?
- Format – pdf; hard copies
- Other supports required? – training etc

Outreach (links to barriers report)

- Purpose - To communicate aims and objectives; raise awareness and encourage applications
- Roadshows
- Presentations to existing networks
- Advertising/ local / regional, community newspapers
- Press & PR, developing press releases etc
- Leaflets
- Choice of venues, accessibility, target audience

Assessment

- Informal interview
- Assessment against criteria
- Limiting factors – Resources; timescale etc

Signposting/ Referral

- Issues arising from interview and assessment
- Other sources of assistance (in-house or external)

Soft Skills training (links to evaluation report & research)

- Confidence raising
- empowerment
- communications
- Team work
- Conflict resolution

Core Training (links to business case)

- Job Specific
- Health & Safety
- Customer focus
- IT

Work placement (links to business case, Evaluation report & Research)

- Preparation of Workplace
- Gender Awareness Training
- Communications
- Agreements
 - Host/ Trainer
 - Trainee/ Host
- Equipment
- Duration
- Check-ups/ mentoring

Employability Skills Training (links to Barriers Report)

- Job search skills
- Completing applications
- Interview skills
- Presentation skills
- Reviewing performance

Mentoring (links to evaluation; research & Best Practice Lit Review)

- Mentor training
- Role & Responsibilities

- Methods
 - 1 to1; Group
 - Coaching
 - Networking

Follow Up

- Signposting / Referral

Useful Contacts

- Sources of assistance/ guidance
 - Websites
 - Equality Commission
 - Opportunity Now
- Bibliography
- Links to materials