

# Employment Support

## Who does Employment support help?

The Employment service is available to people aged 16 years and over who are registered with a GP Practice in Kensington and Chelsea or the Queen's Park and Paddington areas of Westminster. The service is for people:

- with stable, long term mental health needs
- who are, or could be supported in a primary care setting
- who are carers of people who meet the criteria for the service.

The Community Living Well employment service can help you if you want to find work or are struggling in your current job because of a mental health problem.

## What support does Employment offer?

The Community Living Well employment team offer a package of support including information, advice and guidance to assist you to access opportunities in employment, training and education or to retain your current job.

Your dedicated Employment Adviser can help you:

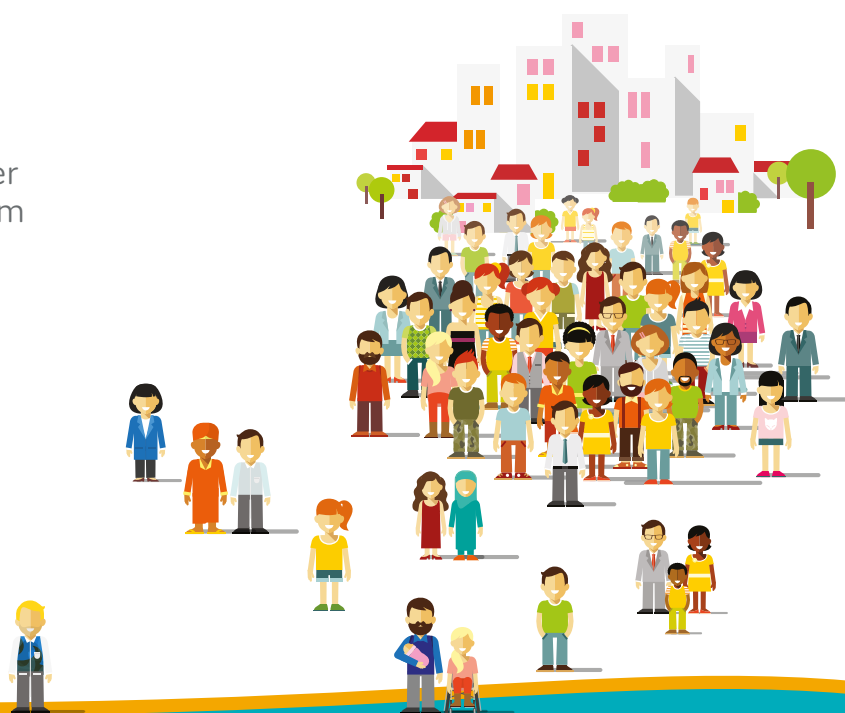
- Find the right kind of work for you
- Return to work after a period of sick leave
- Stay in work and/or deal with workplace adjustments
- Know your employment rights.

The Community Living Well employment service also supports you to learn a wide range of skills to help you get a job.

These include:

- How to search for a job
- How to write a CV and cover letter
- How to fill in a job application form
- How to prepare for an interview.

*I could never have gone back to work without your help.*



# Individual Support

Whether you are looking for paid employment, work experience, volunteering or training, or you need support in your current job, your Employment Adviser will work with you to come up with an action plan to help you identify your goals, the steps you need to take to achieve them and any support needs you may have.

## Job Search

We can help you to:

- Job search – including identifying the best places to search for the type of work you are interested in
- Update your CV/Make a new CV
- Complete job application forms
- Prepare for job interviews
- Disclose your mental health difficulties to potential employers
- Understand your rights in the workplace.

## Work experience, volunteering, training and education

If you are interested in volunteering or unpaid work experience your Employment Adviser can help you arrange a placement. Work experience or volunteering can be an essential part of your action plan. If you identify any training or further education that will help with your employment goals, your adviser can help you access this as well.

## Currently employed and need support in work/ to return to work

We can help you by:

- Identifying stressors at work and look at possible adjustments

- Offering advice around relevant legislations (or refer you for legal advice if necessary)
- Negotiating with your employer for a phased return to work or amended duties.

The support we give is based around your individual situation.

## Employer Support

We can also support your employer in a variety of ways (with your consent) or give you the tools to deal with issues in the workplace.

We can help you by:

- Offering advice and support around managing someone with a stress related and/or mental health condition
- Implementing reasonable adjustments
- Providing up to date information around relevant legislation
- Offering work-site support
- Identifying work place bullying, harassment or discrimination
- Providing training around mental health awareness.

# What you can expect from us

- Support and advice about employment, volunteering, training and education
- An individual action plan setting out your goals. It will also identify any support needs you may have
- Impartial advice and guidance - we do not promote any one service or training provider
- Up to 15 one to one sessions with your employment adviser
- We work in partnership with other employment services in the borough, and may refer you onto one of them if we believe they are better equipped to meet your needs.



St Mary Abbotts Rehabilitation and training



Community Living Well is a collaboration of NHS and voluntary sector partners.

Employment Support is delivered by Jobs in Mind and SMART

Jobs in Mind is a registered charity - No. 801945

SMART is a registered charity - No. 292787



## Do you need support to improve your mental health and wellbeing?

If you are 16 and over or caring for someone who is, then Community Living Well is a new mental health service that offers you a different kind of mental health support.

Community Living Well brings people together from your local NHS, voluntary sector and local community groups into one service which will work alongside you and your GP to help you access the support you need.

Community Living Well offers easy access to a range of wellbeing and clinical services including:

- **Primary Care Liaison**  
support from specialist mental health workers
- **Psychological Therapies**  
to help if you are stressed, worried or low in mood. We can also help individuals who are adjusting to having a new baby or those who need help to live with long term conditions
- **Mother Tongue Counselling**  
culturally appropriate one-to-one talking therapies and wellbeing workshops in Arabic and Farsi languages
- **Self Help**  
access to self help resources.
- **Navigators**  
practical support with a range of issues including benefits, debt, housing options, access to health and social care services and support to access specialist advice and information
- **Employment Support**  
supporting you to find work, take steps to improve your job prospects or keep your current job
- **Peer Support**  
wellbeing workshops, one-to-one support, peer support groups, social activities and online peer support with other people who have had similar experiences to you.

## Get in touch...

Use the details below to get in touch or ask your GP or another health professional involved in your care to refer you into the service.

**[communitylivingwell.co.uk](https://communitylivingwell.co.uk)**

**email: [cnw-tr.clw@nhs.net](mailto:cnw-tr.clw@nhs.net)**

**tel: 020 3317 4200**

Community Living Well hubs are located at:

- St Charles Centre for Health and Wellbeing, Exmoor Street, London, W10 6DZ
- Violet Melchett Centre, 30 Flood Street, London, SW3 5RR
- Gertrude Street, 15 Gertrude Street, London, SW10 0JN

