

## 2006 Meeting Dates

- 05 April 2006
- 05 July 2006
- 05 October 2006
- 06 December 2006

## 2006 Newsletter Dates

- March 2006
- June 2006
- September 2006
- December 2006

Newsletters are available on our website. If you would like the newsletter emailed, please let Glynn know and it can be easily arranged



## INSIDE THIS ISSUE:

Meeting Dates	1
Newsletter Dates	1
Training Information	1
News Happenings	1
Your Feedback	1
What is a TPO	2
Recycling News	2

## TRAINING INFORMATION

Training session will be held at IMPACT Make Your Mark from 9.30am to 11.30am on the following dates:

- |                    |                               |
|--------------------|-------------------------------|
| ➤ 21 February 2006 | - Work Ethics                 |
| ➤ 30 May 2006      | - Personal Presentation       |
| ➤ 29 August 2006   | - Motivation and Goal Setting |
| ➤ 28 November 2006 | - Nutrition and Cooking       |



Learner Driving Education will be run throughout the year, no dates set as yet.

If you are interested in attending these sessions, please talk with either Clay, Greg or Chris

## NEWS HAPPENINGS

### 😊 **TRANSITION TO WORK - PLACES**

#### **AVAILABLE NOW!!**

This program offers a range of services for Centrelink customers and others within the community.

Activities can include –

- 🔧 Assistance with job search and resume preparation
- 🔧 Work skills or vocational training
- 🔧 Literacy or numeracy skills
- 🔧 Obtaining Recognition of Prior Learning
- 🔧 Secondary school qualifications
- 🔧 Distance and open learning courses
- 🔧 Work experience placements to improve work skills
- 🔧 Support and advice on how to access and use services in the community

If you are looking for paid employment, a parent or carer or 50 years of age or over then we may be able to assist in increasing your potential for the job market.

Phone Rhonda on 4153 4233 for more details and to check specific eligibility requirements.

This is a very supportive and successful program

Centacare has received funding under the HACC (Home and Community Care) Program to provide emotional support and opportunities for personal development to people with disabilities and their families and carers. Services being offered are:

- Counselling and emotional support
- Workshops or small group discussions on topics like personal growth and development, creativity, healthy lifestyles including self care, getting on with others ie communication and relationships, practical issues in everyday living eg budgeting, setting up a home, sharing chores, sexuality and setting future goals.

Cost for each session is usually \$5. For more details, Phone Julie on 41532532.

Autism Today – We have available for short term loan a CD produced by Autism Today of stories told from two perspectives. Contact Glynn if you would like to borrow this CD.

Feedback, comments or information you would like included in the next newsletter can be given to Glynn by phoning 41534233, emailing geiser@impact.org.au or by calling in to the office.

DSQ Support Facilitator Chris Evans has been reviewing Post School Services participants who have been involved in the program for two years and looking at what the program has offered and aims for the next year.

## WHAT IS A TPO?

### OPEN EMPLOYMENT

A TPO role is to:

- Look at your skills to see which jobs you would be suited to
- Offer pre employment training that could increase your skills
- Help prepare your resume, assist with writing job applications and provide job interview techniques
- Develop an employment assistance plan (EAP) in order to achieve work goals
- Access workplace modifications and special equipment if needed
- Address barriers and issues that may impact on employment
- Assist with Centrelink and work related paperwork
- Advocate on your behalf with prospective employers
- Provide you with work experience or work trials to learn new skills and maintained existing skills
- Promote your skills and abilities to employers to assist you to gain and retain employment
- By ensuring that you are paid a wage linked to an award or legally binding agreement
- By using the Supported Wage System to pay a pro-rata wage if your disability affects your productivity
- Support and assistance to ensure community participation
- Assistance and support to gain qualifications and complete training

A TPO is a Training & Placement Officer.

This title came about by the CETSS award that staff at IMPACT are paid against.

Other titles could be Support Worker, Case Worker etc but we just call them TPO's.

Each worker has a TPO appointed to them.



Clay Veivers



Greg Redgard



Chris Myers

### RECYCLING & COLLECTION

TPO's role is to:

- Offer one to one support to their allocated clients
- Develop an Employment Assistance Plan in order to achieve training and work goals
- Provide training in areas that would assist the worker and develop personal skills
- Assist with barriers and issues that may impact on their employment
- Assist with Centrelink and work related paperwork when parents/carers are unavailable
- Ensure workers needs are being met in the workplace
- Support community participation and help develop social network
- Being a contact person for parents and carers

## IMPACT on Recyclers

- Improved work place health & safety conditions are continually being made. IMPACT has a designated Health Safety & Environmental Advisor who works with the staff at R&C and provides training to workers.
- Professional cleaners have been contracted to clean the offices and amenities on a regular basis.
- Payment of Award based wages following independent assessment. This includes payment of a productivity wage, all award conditions like penalty rates, superannuation, long service leave, uniforms and protective equipment.
- An increase in supervisors ensures the workers are taken care of and can be trained in the day to day work tasks.
- Off the job training opportunities for personal development is offered throughout each year.
- Social activities are arranged and form an important role in team building and community integration.

R&C is now fully staffed and we welcome:

- Warren
- Kylie
- Alana
- David
- Darren
- Aaron

Welcome back to Greg who has returned from his overseas holiday.



### *Disability Open Employment and Business Services*

- ▶ Pre- Employment Training
- ▶ Job Search Assistance
- ▶ Individual assistance
- ▶ Free Recruitment Services
- ▶ On the job support
- ▶ Job Placement