



Australian Government



# Help for workers who have recently lost their jobs in the automotive manufacturing industry

If you have been made redundant from an eligible company in the automotive manufacturing industry, intensive assistance is available to help you find a new job. This assistance package is called the Automotive Industry Structural Adjustment Program.

To receive immediate access to intensive employment services, register with a local Job Services Australia provider of your choice.

Your Job Services Australia providers will refer you to Centrelink to obtain information and register for income support.

## How to register

### 1. Choose a Job Services Australia provider near you

To find your nearest Job Services Australia provider, call **13 62 68** or visit [deewr.gov.au/jobsservicesaustralia](http://deewr.gov.au/jobsservicesaustralia).

### 2. Meet with your Job Services Australia provider

Your Job Services Australia provider will assess your circumstances in detail and provide you with intensive support services. This includes working with you to develop a tailored Employment Pathway Plan to help you find another job as quickly as possible.

### 3. Directly register for Stream 3 services at your Job Services Australia provider

For Job Services Australia providers to register you correctly in Stream 3 services you need to make sure you take your letter or other evidence of redundancy with you. Your Job Services Australia provider will check your eligibility.<sup>1</sup> If you want to receive this assistance, you must register with a Job Services Australia provider within six months of the date of your redundancy.

## Interpreter services

If you need assistance with language services, then call the Job Services Australia customer service line on **1800 805 260** and they will help you with an interpreter.

Translated brochures are available at:

[Deewr.gov.au/Employment/JSA/Resources/Pages/translatedbrochures.aspx](http://Deewr.gov.au/Employment/JSA/Resources/Pages/translatedbrochures.aspx)

## Assistance for automotive manufacturing industry workers

Your Job Services Australia provider will:

- help with your résumé, job applications and interview skills
- provide information about new job opportunities in your area which are suited to you
- advise you on the best ways to look for work
- provide information about how you can receive training (such as through the Productivity Places Program)
- help you access a range of vocational and non-vocational training courses. They may also be able to help you with apprenticeship fees, training courses and text books
- help you gain licences, certificates and other qualifications
- help with the JobSearch website and access to job search facilities
- Assist you to deal with any issues that might be making it hard for you to find or keep work. Where it is appropriate, this may include access to counselling or other professional services.

<sup>1</sup> Job Services Australia providers will check the company you were made redundant from and if they are unsure how to register you, your Job Services Australia provider can contact the LAP hotline on 1300 663 946.

## Employment Pathway Plan

Your Job Services Australia provider will meet with you regularly to help you develop a tailored Employment Pathway Plan.

Specifically, your Employment Pathway Plan can help by:

- recording your previous work history, skills and education
- highlighting work currently available in your local area including the skills and education needed to do this work
- discussing and recording the types of work you would like to do
- recording the steps for you to take on your pathway to new employment including any appropriate vocational and non-vocational assistance

## Employment Pathway Fund

Your Job Services Australia provider also has access to an Employment Pathway Fund to purchase assistance and services that will help you find employment.

For eligible automotive workers, this fund includes a \$2,880 credit for Job Services Australia providers to use on services that will help you find and keep a new job. Job Services Australia providers will provide assistance that is relevant to your individual needs.

**There is no minimum or maximum amount that can be spent on helping you to find another job. The amount your Job Services Australia provider spends on you should reflect your individual needs, even if it exceeds the \$2,880 AISAP credit.**

The Employment Pathway Fund can be used for:

- training courses
- short term travel costs
- relocation costs to commence in employment
- access to an interpreter if you need one
- driver's licence and driving lessons
- personal presentation, hygiene packs and basic haircuts
- work clothing, uniforms and safety equipment
- wage subsidies and work trials
- services/materials needed to set up work experience activities, including group activities
- job search phone use
- outreach servicing costs
- essential work tools, tickets and licences
- self-employment training and assistance
- dental and optical services
- pre-employment checks (including police checks for work experience activities)
- vehicle repairs or registration
- mental health support services, counselling, rehabilitation services (including drug and alcohol), personal development and self-esteem courses, family mediation, financial counselling, anger management courses, either provided in-house or purchased externally
- post-placement support and mentoring

You should talk to your Job Services Australia provider to discuss the best options for you.

## Productivity Places Program

You may also be able to access training opportunities across a wide range of industries and occupations where job opportunities exist.

For more information contact your local Job Services Australia provider or visit [productivityplaces.deewr.gov.au](http://productivityplaces.deewr.gov.au)

## Help to access apprenticeship opportunities

If you are interested in gaining skilled employment through an Australian Apprenticeship, then the Australian Apprenticeships Access Program (the Access Program) may help you.

If you are a job seeker facing barriers to skilled employment, the Access Program can provide pre-vocational training and other support to help you gain an apprenticeship or further training, and ultimately move to skilled employment.

If you are aged 25 years and over and have recently lost your job, you may be able to access one of the additional places that have been made available in the Access Program for prevocational training and support.

## Securing Australian Apprenticeships initiative

If you are a former apprentice or trainee who did not successfully complete your apprenticeships because you lost your job, support may be available to you through the Securing Australian Apprenticeships initiative. This initiative may help keep you connected to the workforce and maintain your training.

The Securing Apprenticeships recommencement bonus is available to employers, including group training organisations, who recommence an eligible out-of-trade Australian Apprentice who is undertaking Certificate III, IV, Diploma or Advanced Diploma qualifications to complete their training.

For more information on Australian Apprenticeships call **13 38 73** or visit [australianapprenticeships.gov.au](http://australianapprenticeships.gov.au).

## Language Literacy and Numeracy Program

The Language, Literacy and Numeracy Program provides training places for retrenched workers over the age of 25 to build their foundation skills.

Centrelink and Job Services Australia can refer you to a Language, Literacy and Numeracy Program provider.

If you are eligible, this program will help you to improve your reading, writing or maths skills with the expectation that such improvements will enable you to participate more effectively in training or in the workforce. Training may be available on a part-time (minimum of 10 hours and maximum of 19 hours a week) or a full-time basis (minimum 20 hours per week).

For more information contact your Job Services Australia provider or visit [deewr.gov.au/LLNP](http://deewr.gov.au/LLNP).

## Adult Migrant English Program

The Adult Migrant English Program provides basic tuition in the English language to help eligible adult migrants and refugees settle successfully in Australia. Participants can also make new friends and learn about Australia, its people and customs.

The Adult Migrant English Program is administered by the Department of Immigration and Citizenship. For more information and to find out if you are eligible for this assistance call the Department of Immigration and Citizenship on **13 18 81** or visit [immi.gov.au/amep](http://immi.gov.au/amep).

## Job seekers with disability and mental health conditions

If you are a person with disability or experience mental health issues and have special workplace support needs, you may be eligible for Disability Employment Services. A Disability Employment Services provider can help you with specialist assistance and provide ongoing support to help you find and keep a job. Your Job Services Australia provider can talk to you about your eligibility and help you have your eligibility assessed if needed.

For more information about how Disability Employment Services providers can help you, or to locate your local service call a JobAccess Adviser on **1800 464 800** or visit [jobaccess.gov.au](http://jobaccess.gov.au).

## Special Child Care Benefit

If, as a result of losing your job, you are having difficulty meeting child care costs, you may be eligible for the Special Child Care Benefit. For more information contact the Family Assistance Office on **13 61 50**.

## Help to manage your finances

Centrelink offers free, unbiased financial advice about your redundancy package and government assistance.

Eligibility for income support will depend on your personal circumstances, including your income and assets. If you are eligible for income support, it may not be available for a period of time, depending on leave or redundancy payments made to you.

For information call Centrelink on **13 24 90** or visit [centrelink.gov.au](http://centrelink.gov.au).

## Redundancy entitlements

If you have been made redundant and believe you have not received the entitlements you are owed, contact Fair Work Australia. Fair Work Australia will help you recover your outstanding entitlements.

You can call Fair Work Australia info line on **1300 799 675**.

## For more information

Call **13 62 68** or visit [deewr.gov.au/jobservicesaustralia](http://deewr.gov.au/jobservicesaustralia).

Call Centrelink on **13 28 50** or visit [centrelink.gov.au](http://centrelink.gov.au).

For advice on coping with redundancy, visit [Beyond Blue at beyondblue.org.au](http://Beyond Blue at beyondblue.org.au).

## Your right to privacy

Your personal information is protected by the *Privacy Act 1988* and information about you may also be protected by the *Social Security (Administration) Act 1999* (for example, if you are receiving income support). Your information may be shared between Job Services Australia providers, the Department of Education, Employment and Workplace Relations (DEEWR), Centrelink and other Australian Government departments and agencies, which enables the organisations to provide you with the most appropriate services to meet your needs.

For more information speak to your Job Services Australia provider, DEEWR or visit [privacy.gov.au](http://privacy.gov.au).

## Our guarantee of service to you

### Service Guarantee

You will receive ongoing personalised employment services provided by your Job Services Australia provider. These services will be sensitive to your circumstances and background. To view all Service Guarantees visit [deewr.gov.au/jobservicesaustralia](http://deewr.gov.au/jobservicesaustralia).

### Code of Practice

Job Services Australia providers are contracted to deliver Australian Government funded employment services and have agreed and are committed to observe the Employment Services Code of Practice. To view the Code of Practice visit [deewr.gov.au/jobservicesaustralia](http://deewr.gov.au/jobservicesaustralia).