HELPING OLDER DISPLACED WORKERS FIND A NEW JOB

NCVER

Restructuring in the Australian manufacturing industry has resulted in many Australians being displaced from their jobs, which particularly impacts older workers. Based on the report *Industry restructuring and job loss: helping older workers get back into employment* by Victor J Callan and Kaye Bowman, this infographic highlights the key principles and three crucial stages that employers could use to support their older displaced workers find new employment. The full report is available at <http://www.ncver.edu.au/publications/2839.html>.

KEY PRINCIPLES

- ✓ Use **early** intervention and understand that it will take workers time to make future plans and execute them.
- ✓ Use age- and experience-appropriate **advisors** who can connect with and respect older workers.
- ✓ Be aware of low levels of **literacy** – including computer literacy – and **numeracy** skills.
- ✓ Recognise the stress and **health** risks linked with job displacement.
- ✓ Partner with key agencies to provide a **holistic** approach.

STAGE 1 PRE-TRAINING

- ✓ Set up worker transition teams and advise on available **support** services and training courses.
- ✓ **Showcase** local job opportunities and growth industries, and run coordinated industry 'taster' programs.
- ✓ Use specialist career advisors to **assess** existing work and life skills.
- ✓ Help workers identify **transferable** skills and complete recognition of prior learning assessments.
- ✓ Commence individual **transition** plans.

STAGE 2 TRAINING

- ✓ **Assess** workers prior to training to ensure the program is appropriate.
- ✓ Provide extra **support** to workers with low literacy and numeracy skills.
- ✓ **Customise** experiential hands-on training according to each individual's life and work experiences and deliver this in authentic environments.
- ✓ Offer age-specific **group** training, with flexible instruction and ample time to learn.
- ✓ Include **practical** skills on job searching, resumé writing, networking and interviewing.

STAGE 3 POST-TRAINING

- ✓ Assist with **job searching** via the internet, networks and cold-calling, and encourage volunteering.
- ✓ Help prepare a **resumé** and job cover letters that highlight relevant transferable skills.
- ✓ Coach workers in job **interview** techniques and self-marketing.
- ✓ **Monitor** progress and share success stories to motivate others.
- ✓ Support workers and families to **relocate**, if necessary.
- ✓ Provide **continual** career advice and training.
- ✓ Undertake job-creation **initiatives** to expand local job opportunities.

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