

NO	NAME	ADDRESS	POST CODE	CONTACT DETAILS	SERVICES
1	Acknowledging Youths CIC	Pimlico Resource Centre	SW1 3RL	danny@acknowledgingyouths.org, contact@acknowledgingyouths.org	Provides courses and training opportunities to young people who are unemployed, out of education and finding and securing employment. • Link in with Mentors, coaches and trainers • Help in linking into apprenticeships and work experience
2	Bayswater Family Centre - EmployabilityProject	14-18 Newton Road	W2 5LT	020 7221 3290, Employability Coordinator - Kennedy Waya Kennedy.Waya@actionforchildren.org.uk	Help low income or jobless families to find employment, education, training and voluntary work and general advice and guidance support. Services offered: Careers counseling, Self-employment opportunities, CV writing, Interview skills, I.T classes, Training & volunteering, In work support, Employment engagement opportunities, Financial health check, Complete 1-2-1 consultancy Referral into service via referral form stating under which criteria family falls under, eg workless, low income under £20,000, affected by DV, workless benefits, no qualifications etc.
3	Cardinal Hume	3-7 Arneway Street, Horseferry Road	SW1P 2BG	020 7222 1602 / 020 7227 1673	The centre has an employment team who offer one to one support in helping to find employment from start to finish. The services include Confidence building, Support to write applications, Build CV's, Identify work and training opportunities, Help with interviews and continued support post employment. Monday's 5-7.30 staff and volunteers support with job searches, internet research, approaching employers. Job Club on Wednesdays 10-4pm Job Squad - additional regular support from volunteers in help finding a job.
4	Caxton Youth Organisation	Basement Clubrooms, Tintern House, Alderney Street	SW1V 4JF	Tel/Fax: 020 7834 1883, Rachel Grace - youth organisation Manager: rachel_caxtonyouthorg@btconnect.com	Working with young people with disabilities to develop employability skills, and support them to find education, employment and training opportunities. At present, this is done mostly on a 1:1 basis though.
5	Chinese information and advice centre (Refugee & Asylum support)	London Chinese Market, lower ground floor, 71-73 Charing Cross Road	WC2H 0NE	Asylum and refugee support worker - ras@ciac.co.uk, 08453131868	One strand of support available at the centre is support and advocacy to refugee and asylum seekers signposting and advice to other services including NASS support, benefits employment and education.

6	Circle Sports	99 Church Street	NW8 8EY	Maria Mindak, contact@circlesports.org, 020 7724 8088 , www.circlesports.org	Support young unemployed people in finding training opportunities and helping to secure employment. Service includes: Confidence and motivation building, Providing training, work experience. Long term support provided, Courses 3 terms a year, 10 week training programmes, Work closely with JCP
7	CityWest Homes - Employability team			www.cwh.org.uk	Service for people aged 18+ who are on JSA who are looking to work. Estate offices can signpost to employment or training opportunities. CityWest Homes are currently working on a new initiative to help people back into work or training.
8	Duke of Edinburgh's Award - Youth Leadership Training Programme - FREE			John Nolan, 020 7641 4030, jnolan@westminster.gov.uk	Excellent opportunity for you to become a DofE leader and learn many aspects of youth leadership and have the opportunity to gain a Level 2 qualification in Working with Young People and have a lot of fun. Young people will need to be nominated by a leader, teacher or key-worker- then be asked to come to an informal interview. The outline and content of the course will be discussed with the young person during the interview and they will need to commit to the full course.
9	Eves	Unit 2.03 Canterbury Court, 1-3 Brixton Road	SW9 6DE	lifeskills@eavesforwomen.org.uk 0207 735 2062, Education, Training & Employment Worker - Andri Ford, 020 7735 2062 andri.ford@eavesforwomen.org.uk	Eaves Housing have started a new Education, Training & Employment (ETE) service for service users who have experienced DV or are at risk of homelessness. The Life Skills service offers free advice for women from any London borough around housing, education, employment, training and benefits. Eaves Housing have started a new Education, Training & Employment (ETE) service for service users who have experienced DV or are at risk of homelessness. The Life Skills service offers free advice for women from any London borough around housing, education, employment, training and benefits.
10	Fit 4 work	St Charles Centre for Health and Wellbeing, Exmoor Street, London	W10 6DZ	Senior Vocational Rehabilitation Case Manager- Stella Sawyer, stella.sawyer@nhs.net 0208 962 4227 clcht.ffws@nhs.net	Early intervention service helping individuals who are on short term sickness absence (or who are struggling with a health condition at work) to return to and/or remain at work. <ul style="list-style-type: none"> • living and/or working in the City of Westminster • employed or self employed • are newly off sick and issued with a Fit Note for 2 - 6 weeks (or who are at work and struggling to cope) due to mild to moderate health conditions. • Post referral - initial phone screening then appointment may be offered if eligible. • They will assess, monitor and support individuals up to 12 weeks in order to facilitate their return to work/help them remain at work. A referral can be made via GP, Self or support agency.

11	Gov.uk			www.gov.uk	<p>Online Information/searches about career skills, courses and apprenticeships and learning. Service includes Saved job searches, uploading a CV, email alerts, Keeping track of your past applications.</p> <p>Full and part time Job searches with universal jobs match would need to register/create an account online or contact Jobcentre Plus. 0845 606 0234</p>
12	Hestia Floating support (DV service)			020 8969 0606	Outreach programme supporting women victims of DV. Part of their support includes supporting women back into employment, training, education and Volunteering.
13	Hopscotch Asian Women's centre - Women into work			<p>Drop ins: Fridays 12.30-3pm - Churchill Gardens CC 0207 6415923 Tuesdays 10-12am - Marsham Street CC 0207 8284083 Mondays Church street library TBC</p> <p>Outreach Employability Advisor - Kufhba Bibi 0207 388 8198 / 07472146693 Kufhba.bibi@hopscotchawc.org.uk</p>	<p>Employability and job support for women from BME and refugee communities who are lone parents, those with disabilities, recovering from substance misuse, refugees with right to work and women with ESOL needs who are out of work but wish to work. Run weekly drop ins and a rolling programme of support. Service includes Increase skills, Increase confidence, Self esteem, One to one support - advice, guidance, Job search, Work placements, Pre employment and vocational training, Support with travel and childcare, Ongoing support whilst in work.</p>
14	Job Centre Plus worker - NW Locality	Queens Park CC 88 Bravington Road W9 3AL Westbourne Park CC - Edward Wilson Primary School Senior Street W2 5TL		<p>Queens Park CC 0207 641 5838 Westbourne Park CC 02076414312 yetunde.okesola@jobcentreplus.gsi.gov.uk</p>	Service includes Support with CV's, Referral/linking to other services, Job searches, Help with application forms, Help to find training/courses, Confidence building (may refer to PDT/Westminster works)
15	London Apprenticeship Company			info@londonapprenticeship.co.uk, 020 3651 4747	<p>London Apprenticeship Company is an apprenticeship scheme to employ, train and hire out apprentices to employers. Offers a full range of support services designed to make it simple for Employers to recruit and employ junior or entry level staff and get them trained at the same time.</p>
16	Migrants Resource centre - Employability Workshop	24 Churton Street	SW1V 2LP	020 7834 2505, Project manager - Laura Marziale, laura@migrants.org.uk	<p>Run different Workshops and Activities to improve the skills of migrants, refugees and asylum seekers to help support them in finding employment.</p> <p>Register for sessions via email. Participants will be required to complete a form and write action plan with advisor. Please check site/contact Laura for most up to date timetable. Workshops Include: Preparation for interviews, Rapport & assertiveness, How to write successful Job applications, Job search support groups/job search strategy group, CV surgeries, Volunteering in London</p>

17	New Horizon Youth	68 Chalton Street (based outside of Westminster-pan London)	NW1 1JR	020 7388 5560/5570 info@nhyouthcentre.org.uk	Open 7 days a week 10.30-4 Open door policy Day centre working with young people who are vulnerable, homeless or at risk. Aiming to enable young people to gain skills and knowledge to improve their life chances by offering a range of services includes: Advice and support into accommodation, Educational and training programmes, Job search and placements, Drugs advice and assessments, Street outreach work, Tenancy support services, Counselling, Workshops, interview skills, CV preparation, ICT, Practical services such as food, laundry, showers and second-hand clothes store are all provided.
18	Notre Damn Refugee Centre	5 Leicester Place	WC2H 7BX	020 7440 2668, info@notredamerc.org.uk	Centre supporting asylum seekers and refugees including those that are destitute. Student Volunteers from LSE offer informal basic support within drop ins on Monday & Thursdays. Services includes: Help with job searches/applications, basic IT, setting up emails, learning to use the internet.
19	Progress 2 Employment			Muhammad Rahman , Muhammad@progress2employment.co.uk	(currently no service being provided in Westminster, however they are looking for opportunities/partnership work) This is a social enterprise organisation. This service offers onsite employability programmes in conjunction with other services such as housing associations or JCP where they are required. Services would include: Advice & Guidance, Support with employment, Up-skilling, Support people with disabilities, Have a partnership with specific employers Willing to run one off training programmes in Westminster voluntarily but any longer term programmes would be at a cost.
20	Reach your Potentisal			reachyourpotential@westminster.gov.uk	16-18 not currently in education, employment or training <ul style="list-style-type: none"> • Up to date information about opportunities • One to one advice to look at all your options • Help with getting into training or work • Support for parents and carers if their teenager is out of education.
21	Recruit West End			Isabelle Benard 020 7851 5128 isabelle.benard@newwestend.com	Westminster City Council in partnership with The Crown Estate and New West End Company employ job brokers/work place coordinators who support local unemployed people into jobs by providing training and the necessary skills for them to succeed in the retail and hospitality sector. Workplace coordinators will be working with retailers in the West End to fill vacancies with those suitable candidates. This Programme also runs in the Victoria area in partnership with Land securities and Microsoft.

22	Russian Community Association			Olga Bastable 020 8661 2117 or 07786 961 523 info@russiancommunity.org.uk	<ul style="list-style-type: none"> • Community project is aimed at a disadvantaged community of Russian speakers who arrived from countries of the former Soviet Union and now live in Westminster. • Community Day is a monthly focus event for Russian Community gatherings which includes: <ul style="list-style-type: none"> • Info, support, advice to our members in partnership with legal services, job centres, and working as volunteers. • Training projects are designed as series of courses to provide self-esteem training
23	Somali Management Development Centre			AdiHakim Moalim 07950 250 887	<p>The Somali Development Centre was established, in 2006 to work in the refuge and other BME communities in the Borough of Westminster City Council and adjacent areas of London, with particular focus on the Somali community. Most of the members of this community are new to the UK. The main aim was to address the basic needs of the community which were grouped around four areas:</p> <ul style="list-style-type: none"> • General advice and information. • Skills training and employment.
24	Umbrella From Woman to Woman (DV service)	Pimlico Resource Centre, Aylesford Street	SW1V 3RL	0208 1443337 admin@ufwtw.org	Social enterprise helping to alleviate poverty and abuse from women and children. Umbrella Provide a number of certified training courses to support women into wellbieng and work. Depending on circumstances could be for free.
25	Vital Regeneration - HELP (homelessness employment learning project)			Project Manager - Emma Winter ewinter@vitalregen.org helpproject@vitalregen.org 0207 598 1759 / 07507 312888	Supports people in temporary households to overcome barriers towards finding work/training/gaining experience or furthering education.
26	Vital Youth			Project Manager - Ansem Herelle aherelle@vitalregen.org vitalyouth@vitalregen.org 020 7245 2263	<p>Project for 14-25yrs delivered via 2 programmes to provide positive experiences and building skills and confidence.</p> <ul style="list-style-type: none"> • Project 1.FreqOUT: providing technologies to provide young people in excluded communities learning opportunities, skills development and confidence building. Diverse projects including film making, digital media and animation. • Project 2. Create+: education, employment and creative learning programme 14-19yrs who are NEET/risk from exclusion. Ongoing training and employment opportunities by delivering specified courses. • Volunteering opportunities are made available to young people within Vital.

27	Volunteer Centre Westminster (VCW) - VolEmploy	4 Sutherland Avenue	W9 2HQ	<p>020 7266 1992 www.volunteer.co.uk Mentoring & Volunteering Brokerage Team Manager - Yohannes Hagos 020 7604 8815 Yohannes.Hagos@volunteer.co.uk Youth volemploy Mike@volunteer.co.uk 0207 604 8814 or txt 07501227792 VCW also has volunteering opportunities for individuals who wish to gain skills and experience.</p>	<p>VolEmploy project provides one to one support for unemployed individuals particularly from BME backgrounds by improving the employability and life skills</p> <ul style="list-style-type: none"> • providing them free access to volunteering, • mentoring • Training (on job related issues) and development. • The programme combines voluntary placements in appropriate community roles whilst simultaneously offering a linked goal-based individual mentoring and training scheme aimed at helping achieve employment. <p>Youth volemploy Project to help find employment for unemployed 16-24 years olds.</p> <ul style="list-style-type: none"> • One to one support with a mentor to help with CV and job/course searches. • Group workshops to help with interview techniques. • Confidence/skills building • Work experience placements.
28	The Westminster Positive Volunteering Programme			<p>Training Consultant - Shiereen Saib Shiereen@volunteer.co.uk 07928393370.</p>	<p>Scheme that provides volunteers with a, training programme that will equip them with the skills and knowledge to work with vulnerable children, young people and families in Westminster.</p> <p>Including</p> <ul style="list-style-type: none"> • relationship building, • befriending, • being a role model • providing day to day practical help and emotional support <p>Can be a one day course or as 2 three hour modules. Volunteers will be awarded certificate of completion at the end. Places can be booked via http://www.volunteer.co.uk/Groups/222816/Volunteer_Centre_Westminster/News_and_Even_ts/Positive_Volunteering_Programme/Positive_Volunteering_Programme.aspx</p>
29	WAES			<p>020 7297 7297, www.waes.ac.uk</p>	<p>Westminster Adult Education Service has lots of adult education courses at over 50 sites across Westminster. Classes are part-time and teaching takes place throughout the day as well as in the evening at all levels from beginner to advance. A wide range of advice and support for learning is available.</p>
30	WAES Apprenticeship Programmes - in partnership with Westminster employers	219 Lisson Grove	NW8 8LW	<p>020 7297 7297</p>	<p>Apprenticeships available increasing skills and knowledge to increase future job prospects. Opportunity to work for an employer, get paid and earn a qualification. Level 2 programmes (equivalent to 5 good GCSE's) & level 3 (equivalent to 2 a level passes) Business development team 02076418186/02076417787 apprenticeships@waes.ac.uk Areas include: Accounting, Bookkeeping, Business & Admin, Children and young people's workforce, Customer service, Health & social care, Supporting teaching & learning in schools</p>

31	Wellfair2Work (W2W)	80A Church Street	NW8 8ET	020 3642 1106, www.wellfair2work.co.uk	<p>Offer candidates from the local community who are pre-screened, vetted and motivated to undertake the work within catering, hospitality, security and cleaning, All Wellfair2Work staff are HMRC trained with regards to Right to Work documents and will ensure that all applicants' documents, references and bank details have been checked, Work in partnership with employers and the local community to support every capable candidate through their recruitment journey. Provide a dedicated IT suite, ensuring successful candidates complete the One Compass Welcome and to facilitate any 'e-learning' that may be required.</p> <p>Deliver contracts in the Westminster area -</p> <p>BAME, assisting Black and Ethnic Minority unemployed, economically inactive residents back to work</p> <p>NEETs, assisting 16-19 year olds towards employment</p> <p>Partnerships with employers in the below sectors, to encourage the employers to recruit 'local people for local jobs'.</p> <p>Catering / Hospitality, Cleaning, Corporate Security</p> <p>Sari Virtanen, sari@wellfair2work.co.uk, 07794 208 242.</p>
32	Westminster works- Employment programme	Paddington Development Trust, Stowe centre, Harrow Road	W2 5ES	sonam@pdt.org.uk, andrea@pdt.org.uk	<p>Supporting Westminster residents.</p> <ul style="list-style-type: none"> • Support from advisors • Job searches • CV support • Interview support • Help with finding training/courses <p>Referral can be made by calling/emailing and appointment being booked.</p>
33	Westminster employment - Adult services			020 7641 1500, rdriver@westminster.gov.uk	<p>Team within the learning disability partnership providing employment support for individuals from disadvantaged groups and those facing barriers.</p> <p>Partnership with Westminster works to provide employment support services to those with:</p> <p>Learning disabilities, Mental health issues, Substance misuse, Physical disabilities, Young offenders.</p> <p>Partnership with Ingeus to provide support to long term unemployed with additional barriers including learning difficulties. Confidence building, Training, CV support, Work taster sessions, Work experience, Job matches, Help with applications/interviews</p>
34	Westminster CAB volunteering opportunities	21a Conduit Place	W2 1HS	Volunteer Coordinator - Foridul Islam foridulislam@westminstercab.org.uk	Learn new skills, build confidence and gain experience in an office environment to help return to work
35	Westminster council's Apprenticeship Scheme			<p>Apply via registering details at: https://apprenticeshipvacancymatchingservice.isc.gov.uk</p> <p>Create user name/password. An email confirmation will be sent, click on the link to activate the account.</p>	<p>Developing talent and helping people to develop practical skills and qualifications. Central website to search for all apprenticeship vacancies.</p> <p>Areas include:</p> <p>Business & Admin, Children's learning & Development, Cleaning & support services, Customer services, Health & Social care, Housing, IT, Sports & fitness, Team leading, Youth work</p>
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