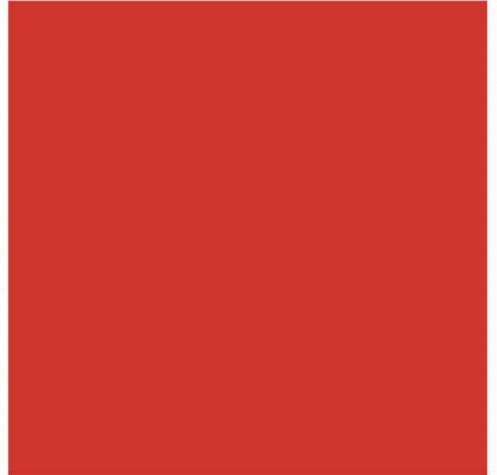


Program Guidelines



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Job Ready Fund

I. Aim of the program

The Tasmanian Government is committed to responding to current business and industry labour-supply demands. \$2 million has been allocated over two years to support Tasmanian job-seekers gain the essential tools they need to get a job - including White Card accreditation, work boots, protective clothing or tools.

A number of growth industries in Tasmania have core requirements for new entrants that come with additional costs to the job seeker that may be a barrier to employment. For example:

- the building and construction sector requires a 'White Card' to enter a work site (White Card is a mandatory short industry/work site Work Health and Safety induction course and accreditation).
- the care services sectors (particularly disability and early childhood education and care) requires a Working with Vulnerable People registration for voluntary work, work experience or employment.
- new or first time employees, including trainees and apprentices, require essential tools, equipment or clothing to assist with the costs of starting a new job and career.

The **Job Ready Fund** will support eligible individuals who don't have the capacity to pay to address these barriers. Eligible Tasmanians can receive **up to \$500** to be used to address barriers to employment to ensure that they are work-ready on day one of their new pathway and career.

This program will be rolled out through the Tasmanian Government's existing **Skills Matching Service** provider, Searson Buck Group Pty Ltd (Searson Buck).

As part of the existing **Skills Matching Service**, Searson Buck will:

- interview, assess and prepare eligible applicants for a training or employment outcome; and
- administer the resources of the **Job Ready Fund** to help job-seekers obtain the essential tools, including White Card accreditation, Working with Vulnerable People registration, clothing for work, safety gear, tools or equipment needed to address specific barriers to employment.

Applicants will need to provide evidence that they require the specific licence and/or equipment:

- as part of the requirements for a new job (evidenced by a letter of job offer, or started a job in the last six months)
- to complement a nationally recognised qualification or skill set (evidenced by a statement of attainment or qualification achieved in the last six months) or
- as part of the nationally recognised training program they are currently enrolled in.

2. Job-seeker eligibility

Job Ready Fund - you are eligible if you:

- are an Australian Citizen and/or Permanent Resident with a Tasmanian residential address; or if not a Permanent Resident, you meet the VISA classes described by accessing the link [HERE](#); and
- are in receipt of a Centrelink allowance such as JobSeeker, Youth Allowance, Disability Support Pension, ABSTUDY, Austudy and/or a current Health Care Card, or listed on a current Health Care Card as a dependent.

And:

- have started a **new job** as an **Apprentice or Trainee in the last six months (of your registration with the Skills Matching Service)**; or
- have an offer of employment (that can be verified with an employer if necessary) or started a new job **in the last six months (of your registration with the Skills Matching Service)**; or
- have completed a [nationally recognised](#) qualification or skill set (evidenced by a statement of attainment or qualification achieved in the last six months); or
- are currently enrolled in a [nationally recognised](#) training program.

Tasmanian School-aged Students Eligibility:

- if you are a school student currently enrolled in a Tasmanian Government, Catholic or Independent school **you are ineligible**.

If you are a year 10 school-leaver and able to provide evidence of an [exemption](#) to leave school granted by the Department of Education for a traineeship, apprenticeship or an offer of employment of at least 35 hours a week in the last six months then **you are eligible** for the Job Ready Fund.

3. Timeframe and review

The Job Ready Fund opens on **1 July 2021**.

The Program Guidelines will be reviewed within 6 months of opening.

Jobs Tasmania reserves the right to review and amend the guidelines, in consultation with the Skills Matching Service provider at any stage.

4. Administration and contact details

The program will be administered by the Department of State Growth on behalf of the Crown in the Right of Tasmania. Contact with the department for any further information can be directed to:
bill.duhig@skills.tas.gov.au.

5. Confidentiality

The Tasmanian Government may use and disclose the information provided by applicants for the purposes of discharging its respective functions under the Program Guidelines and otherwise for the purposes of the program and related uses.

The department may also:

1. Use information received in applications for any other departmental business.
2. Use information received in applications and during the performance of the project for reporting.

6. Right to information

Information provided to the Department of State Growth may be subject to disclosure in accordance with the *Right to Information Act 2009*.

7. Personal information protection

Personal information will be managed in accordance with the *Personal Information Protection Act 2004*. This information may be accessed by the individual to whom it related, on request to the Department of State Growth. A fee for this service may be charged.

8. Disclaimer

Although care has been taken in the preparation of this document, no warranty, express or implied, is given by the Crown in Right of Tasmania, as to the accuracy or completeness of the information it contains. The Crown in Right of Tasmania accepts no responsibility for any loss or damage that may arise from anything contained in or omitted from or that may arise from the use of this document, and any person relying on this document and the information it contains does so at their own risk absolutely. The Crown in Right of Tasmania does not accept liability or responsibility for any loss incurred by an applicant that are in any way related to the program.



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