

## STEPPING STONES

### Volunteering & Employability

**Are you aged 16-30 with SEND, looking to develop your workplace skills?**

Join us for our Volunteering and Employability programme to build your confidence, teamwork, communication skills, and professionalism in the workplace.

#### **What Will You Be Doing?**

Over your time with us, you will learn about:

- Health and Safety
- Interviews
- Emailing
- Developing work-ready skills
- Writing a CVs
- Exploring volunteering opportunities
- Gaining hands-on experience

**Fully  
Funded**

**Location:** Springboard House, 52 Hurst Road, Horsham, RH12 2EP

**When:** Weekdays

**Times:** 2 hour sessions - AM or PM

**Programme Length:** 6-12 weeks

**CONTACT THE TEAM ON**



hello@springboardproject.com



01403 218888



www.springboardproject.com

Reg Charity No. 1014270



## STEPPING STONES Work Experience

**Are you aged 16-30 with SEND looking for an opportunity to gain work experience?**

Our Work Coach will work with you to develop your confidence in communication skills, teamwork, time management, adaptability and active listening in the workplace.

### What will you be doing?

We will work with you to provide a work plan that you will enjoy while learning these skills. Tasks can include:

- Office admin
- Food and beverage sales
- Tidying, sorting, resetting and cleaning
- Creating and delivering children's activities within our inclusive Stay and Play Centre.

**Fully  
Funded**

The programme is delivered at our centre in Horsham over four consecutive days, with each session lasting two hours

**For more information please get in touch.**

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