

Youth Employment

Providers Directory

February 2016

Contents

Youth Employment Providers listed are:

- Literacy Waitakere
- MPHS Community Trust
- New Zealand School of Education
- Ranui Action Project
- South Kaipara Men's Trust (SKMT)
- Te Ukaipo Mercy Initiatives for Rangatahi Ltd
- Unitec Institute of Technology (Unitec)
- The Salvation Army Education & Employment
- WEST (West Auckland Enterprise, Skills & Training)
- Youthline
- Youth Service West

Providers are arranged alphabetically from these suburbs:

Albany, Kelston, Henderson, Helensville, Massey, New Lynn, Ranui

Introduction

Directory of Youth Employment Providers Directory

- This Directory has been designed mainly for the use of youth employment providers and organizations providing programmes and services for youth in the west Auckland local area
- To the best of our knowledge, information contained in the Directory was accurate at the time of publication, January 2016
- The Directory was compiled by WEST (West Auckland Enterprise, Skills & Training) to achieve an integrated approach to the provision of youth employment
- Providers are listed in alphabetical order

Please contact WEST at westworkready@gmail.com if you would like your programmes listed in the directory.

Literacy Waitakere

Level 1
3055 Great North Rd
New Lynn
Auckland 0600

Phone (09) 825 0220

Email info@literacywaitakere.org.nz

Website www.literacywaitakere.org.nz



<https://www.facebook.com/literacywaitakereorg>



Name & Details	Course Details	Entrance Criteria	Age Category	Cost
<p>Read Write Spell</p> <p>School terms</p>	<p>Focus on practical aspects of NZ life</p> <p>Phone for an assessment interview</p>	<p>NZ resident or citizen</p> <p>Whau, Henderson-Massey, Waitakere Ranges Local Boards</p> <p>Phone for an assessment interview</p>	<p>16+ and left school</p>	<p>Free</p>
<p>Pasifika Group</p> <p>School terms</p>	<p>Reading, writing, listening and speaking with a Pasifika flavour</p> <p>Phone for an assessment interview</p>	<p>NZ resident or citizen</p> <p>Whau, Henderson-Massey, Waitakere Ranges Local Boards</p>	<p>16+ and left school</p>	<p>Free</p>
<p>Dollars & Sense</p> <p>School terms</p>	<p>Everyday maths for shopping, budgeting discounts, interest rates & work skills</p> <p>Phone for an assessment interview</p>	<p>NZ resident or citizen</p> <p>Whau, Henderson-Massey, Waitakere Ranges Local Boards</p>	<p>16+ and left school</p>	<p>Free</p>
<p>Computer Skills: Beginner</p> <p>School terms</p>	<p>Basic computer skills supported with reading & writing</p> <p>Phone for an assessment interview</p>	<p>NZ resident or citizen</p> <p>Whau, Henderson-Massey, Waitakere Ranges Local Boards</p>	<p>16+ and left school</p>	<p>Free</p>

Literacy Waitakere

continued...



Name & Details	Course Details	Entrance Criteria	Age Category	Cost
<p>Computer Skills: Beginner</p> <p>School terms</p>	<p>Computer skills for work</p> <p>Phone for an assessment interview</p>	<p>NZ resident or citizen</p> <p>Whau, Henderson-Massey, Waitakere Ranges Local Boards</p>	<p>16+ and left school</p>	<p>Free</p>
<p>Job Hunt Skills</p> <p>School terms</p>	<p>Job search, CVs and cover letters, interview skills & more</p> <p>Phone for an assessment interview</p>	<p>NZ resident or citizen</p> <p>Whau, Henderson-Massey, Waitakere Ranges Local Boards</p>	<p>16+ and left school</p>	<p>Free</p>
<p>Learner Licence</p> <p>School terms</p>	<p>Learn the Road Code to sit your Learner Licence</p> <p>Phone for an assessment interview</p>	<p>NZ resident or citizen</p> <p>Whau, Henderson-Massey, Waitakere Ranges Local Boards</p>	<p>16+ and left school</p>	<p>Free</p>
<p>Help Children with Homework</p> <p>School terms</p>	<p>Reading, writing, spelling, maths and computer</p> <p>Phone for an assessment interview</p>	<p>NZ resident or citizen</p> <p>Whau, Henderson-Massey, Waitakere Ranges Local Boards</p>	<p>16+ and left school</p>	<p>Free</p>
<p>Kai Time</p> <p>School terms</p>	<p>Fun, tasty budget cooking with reading, writing & maths in the mix</p> <p>Phone for an assessment interview</p>	<p>NZ resident or citizen</p> <p>Whau, Henderson-Massey, Waitakere Ranges Local Boards</p>	<p>16+ and left school</p>	<p>Free</p>

MPHS Community Trust

27 Corban Avenue
Henderson
Auckland 0612

Email: info@mphs.org.nz

Phone: 09 8384820

Website: www.mphscommunity.org



<https://www.facebook.com/mphscommunity/>



Name & Details	Course Details	Entrance Criteria	Age Category	Cost
<p>Hack Your Hood</p> <p>Studio MPHS, Building Tahī, 27 Corban Avenue, Henderson</p> <p>For more information or to register please contact:</p> <p>Jonathan Hickman Email: jonathanh@mphs.org.nz Phone: 02102922639</p>	<p>Skills for employment, Job shadowing, interview practice:</p> <p>The Hack Your Hood programme is a ten week intensive Tech Bootcamp designed for young people. HACK YOUR HOOD is not your every-day work ready course. Hack Your Hood is a programme that supports 16 to 25 year olds to gain the skills they need to build current mobile first websites for businesses and people in their community. We don't just get them ready for work, we get them live projects to work on! Hack Your Hood is run out of the state of the art creative studio – Studio MPHS. Governed by the MPHS Community Trust a non-profit community development organization located in West-Auckland. Hack Your Hood uses industry tools and experts to empower young people to gain the skills to attain meaningful employment. Hack Your Hood also supports youth to learn critical thinking skills, problem solving skills and the skills required to work collaboratively on real world projects for real businesses.</p>	<p>Resident in West Auckland</p>	<p>16yrs – 25yrs</p>	<p>No cost</p>

New Zealand School of Education

3033 Great North Road
New Lynn
Auckland 0600

Phone: 0800 99 88 11
Email: robert@nzse.ac.nz
Website: www.nzse.ac.nz



Name & Details	Course Details	Entrance Criteria	Age Category	Cost
<p>National Certificate in Computing Level 3</p> <p>National Diploma in Computing Level 5</p> <p>National Certificate in Early Childhood Education and Care Level 3</p>	<p>Please refer to www.nzse.ac.nz for a full breakdown of course information</p> <p>Courses run at different times from Monday to Friday 9am to 9pm</p> <p>Client to visit website and submit form. Call is ok.</p>		16yrs and over	Please refer to www.nzse.ac.nz for actual costs

Ranui Action Project

476 Swanson Road
Ranui
Auckland 0612

Phone: (09) 832 6048
Email: ranui.careers@gmail.com
Website: www.teukaipo.org.nz

 www.facebook.com/TeUkaipo



Name & Details	Course Details	Entrance Criteria	Age Category	Cost
<p>Work it Out Career Clinic</p> <p>Tuesday 10 to 1pm Make an appointment in person or by phone</p> <p>Appointments ½ hour plus where necessary</p>	<p>C.V writing, help with career direction, finding work etc</p>	Ranui and environment	16yrs – 25yrs	Free

South Kaipara Men's Trust (SKMT)

Ground floor, Alison McKenzie House
51 Commercial Road (Corner Porter Crescent & Commercial Road)
Helensville 0800

P.O Box 38 Helensville
Phone (09) 420 8263
Email info@SKMT.org.nz
Website www.skmt@org.nz

Name & Details	Course Details	Entrance Criteria	Age Category	Cost
South Kaipara Men's Trust Father and Son activities	Men, Father/sons, Father/daughter	Programmes around South Kaipara		Usually no cost

Te Ukaipo Mercy Initiatives for Rangatahi Ltd

482 Swanson Road
Ranui
Auckland 0612

Website: www.teukaipo.org.nz
www.facebook.com/TeUkaipo



TE UKAIPO

Mercy Initiatives for Rangatahi Ltd

Name & Details	Course Details	Entrance Criteria	Age Category	Cost
TailorEd Programme Client to drop in, ring, or email. Referrer to email or call	The aim of the programme is to create personalised career pathways for youth. There are 8 features for people to choose from to support them and build confidence in securing employment. They are:	Seeking employment Ranui, Massey and surrounding areas	16yrs – 25yrs	No cost
Individual Programme, No apt necessary. Anytime Between Monday to Friday 9.00am – 4pm	<ul style="list-style-type: none"> • Personal Mentoring • Employment Survival Skills • Interview Prep • Education/Scholarship Pathways • Work Experience Support • Image Revamp • Inspirational Seminars • Breakfast Club 	Seeking employment Ranui, Massey and surrounding areas	16yrs – 25yrs	No cost

The Salvation Army Education & Employment

38A Bruce McLaren Rd
Henderson
Auckland 0612

DDI (09) 838 0991

Phone 0800 437 587

Email rick_leader@nzf.salvationarmy.org

Website www.educationandemployment.org.nz



SalvationArmyEE



**Education &
Employment**
Lives Transformed

Name & Details	Course Details	Entrance Criteria	Age Category	Cost
<p>ESOL</p> <p>20 weeks Mon – Thurs 9.30 – 2.30 Friday 9.30 – 12.30</p>	<p>ESOL for Everyday Life in NZ (Beginner Plus / Low Elementary) Students must be able to communicate without the use of an interlocutor. They must also have basic reading and writing skills</p> <p>ESOL for Work & Study Elementary and above Preferable for students to have had some prior English study or had NZ work experience. Students should intend to work or continue to higher level ESOL study</p>	<p>Students must be permanent residents of NZ.</p> <p>Must be able to attend classes Monday to Friday</p> <p>ESOL assessment (reading, writing, grammar) and oral interview to check level.</p> <p>If students' levels are not appropriate for our courses, we will always refer to relevant level / provider after assessment and provide feedback to referrer.</p>	<p>16 plus</p>	<p>Zero fees</p>
<p>Youth Guarantee</p> <p>40 weeks School terms Start anytime NCEA Level 1&2 National Certificate in Employment Skills Customer Service</p>	<p>Business Admin & Computing 4 Youth National Certificate in Business Admin & Computing Level 2 Service Sector 4 Youth Hospitality and Tourism units NCEA Level 2 with vocational pathway in service sector</p>	<p>We welcome visits, meeting the tutors.</p> <p>Acceptance based on interview. Must have sufficient literacy & numeracy capability to cope with NCEA Level 1.</p>	<p>16-19yrs</p>	<p>Zero fees</p> <p>Pick-ups and drop-offs provided Travel allowance (conditions apply)</p>


The Salvation Army Education & Employment

continued...



<p>Licence 4 Work</p> <p>13-week full-time programme (30 hours) to assist people into sustainable employment.</p>	<ul style="list-style-type: none"> • Overcoming barriers • Confidence building • Interview skills • CVs and job applications • Computer skills • Work experience • Driver training (practical and theory) Learner, restricted, Full Truck – Class 4 	<p>Must be referred from Work and Income Acceptance based on interview</p> <p>Part-time available for people with Part-time work obligations.</p>	<p>18 and over</p>	<p>Zero fees Travel allowance paid</p>
--	--	---	--------------------	--

Unitec Institute of Technology (Unitec)

Mt Albert Campus - 139 Carrington Road, Mt Albert.
 Waitakere Campus – 5-7 Ratanui Street, Henderson.
 Albany Campus – 10 Rothwell Ave, Albany
 Email: study@unitec.ac.nz
 Phone: 0800109510
 Website: www.unitec.ac.nz
 facebook.com/unitecnz



Name & Details	Course Details	Entrance Criteria	Age Category	Cost
<p>Campuses in Mt Albert, Henderson and Albany.</p>	<p>Refer to website or order Study Guide www.unitec.ac.nz</p> <p>Campuses in Mt Albert, Henderson and Albany. Days/dates and duration of programme for 2016: 2 x Semesters – Feb and July</p>	<p>Entrance criteria varies. Please refer to website or order a Study Guide www.unitec.ac.nz</p>	<p>16 years and over</p>	<p>Costs vary between levels, Youth Guarantee available for some Certificate level programmes, free introductory Computer courses in Henderson, free National Certificate in Retail course. Most students apply to Studylink for student loans.</p>

WEST

Gilmour House
9 Henderson Valley Road
Auckland 0612

Phone (09) 837 1471
Email admin@west.org.nz
Website www.west.org.nz



Name & Details	Course Details	Entrance Criteria	Age Category	Cost
<p>Westworkready Under 25yrs</p> <p>Wednesdays only 10am – 2pm 8 weeks</p> <p>Manutewhau Community Hub 74B Oriel Ave West Harbour</p> <p>Phone 837 1471 or email westworkready@gmail.com to register or for more information</p>	<p>What do you need to get a job?</p> <ul style="list-style-type: none">• A driver's licence – some jobs require a licence, even when the job doesn't include driving. We can support you to get your licence• Skills or Experience – played a sport? Know your way round a computer? There are many things you can include in you C.V. We can help you with this• Qualifications – employers want to see a workplace certificate that matches the job – a site safe, forklift or food hygiene certificate – we can help you with this	<p>Henderson / Massey Local Board area</p>	<p>16yrs – 25yrs</p>	<p>No charge</p>

Youthline

Website www.youthline.co.nz



www.facebook.com/Youthline.Changing.Lives



Name & Details	Course Details	Entrance Criteria	Age Category	Cost
<p>Youth Employment Programme</p> <p>Monday to Friday 9am to 4.30pm</p> <p>3 William Laurie Place Albany Auckland 0632</p> <p>youthservice@youthline.co.nz</p>	<p>CV help, cover letters, Interview tips, Job placements, help in applying for jobs</p> <p>This is a mobile service- so able to travel to youth or other venues</p>	<p>North Shore, Rodney, Auckland central</p>	<p>15yrs – 17yrs</p>	<p>No cost</p>
<p>Youthline Helpline Volunteer Training & Personal Development Courses</p> <p>13 Maidstone Street Ponsonby Auckland 1021</p> <p>Phone (09) 376 6645 supportcentre@youthline.co.nz</p>	<p>Various locations in Auckland – Ponsonby, Manukau, Albany and Waitakere</p>	<p>Youthline’s Personal Development programme serves as the first step in the journey towards becoming a counsellor on the Youthline Helpline, but people may choose to attend this as a stand-alone course for their own personal growth and to improve their self-awareness and communication skills</p>	<p>Must be at least 17 years old</p>	<p>From \$120 to \$160</p>

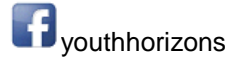
Youth Service West

3 & 7 Rata Street
New Lynn
Auckland 0600

Phone (09) 835 1176 or 0800 937 887

Email youthservice@youthhorizons.org.nz

Website www.youthhorizons.org.nz



Name & Details	Course Details	Entrance Criteria	Age Category	Cost
Job Ready & Employment Support	A workshop (or series of workshops) preparing young people for employment. This covers (not limited to): IRD, Employee Rights, CV, Interview Skills (incl. Presentation, Body Language, Questions) , Employer Appreciation. The delivery time for this workshop depends on the cohort of young people and time constraints they may have (eg. Only available after school), youth-employer pilots (eg. like the Whau Badge Pilot, Youth Connections Employer Pledge programmes)		16 - 24yrs	