What is Ready for Work?
Ready for Work is one of seven programs that make up the Queensland Government’s Skilling Queenslanders for Work initiative. The initiative represents a total funding commitment of $420 million over six years from its reintroduction in 2015–16 up until 2020–21, to support up to 54,000 Queenslanders into work.

In 2020-21, up to $1.5 million in funding is available to assist up to 2000 disadvantaged young job seekers to get ready for work.

The program assists young people to transition into the workforce by providing them with the practical skills they need to successfully find work. Ready for Work is a short program (up to 6–8 weeks duration) targeting young job seekers that lack the skills and/or knowledge to find employment.

Ready for Work is administered by the Department of Employment, Small Business and Training (DESBT).

Who does it support?
Ready for Work primarily targets Queensland residents aged 15-24 years who identify with any of the following circumstances:

- ineligible for Australian Government employment services or assistance
- require complementary services because they have significant barriers to learning and employment
- have accessed Australian Government services for more than six months and remain unemployed.

Priority will be given to young people who have already left school or are undertaking further education and training.

School students may only participate in Ready for Work where it can be demonstrated that the student meets all of the following:

- is at risk of disengaging from school
- has minimal barriers to achieving employment i.e. they only require minimal assistance to successfully transition to work
- does not have access to other forms of job search assistance.

Participants with very low foundation skills, for example, literacy and numeracy, should be encouraged to access additional Skilling Queenslanders for Work training projects that focus on the delivery of foundation skills courses and qualifications.

Who can apply for funding?
Community-based not-for-profit organisations and school Parents and Citizens’ and Parents and Friends’ associations are eligible for funding. Applicant organisations must be registered for GST.

Where required, applicants can partner with other organisations that specialise in providing job search assistance to help deliver the Ready for Work project.

Applicant organisations must be able to demonstrate a commitment to access and equity principles, as well as an ability to provide appropriate support services to participants.

What is funded?
Ready for Work will provide job search assistance and training, including:

- resume preparation and writing
- job interview skills
- job search advice, including where to look for work, how to apply for work, and understanding employer expectations
- networking opportunities with local businesses and employers to share their experiences and industry knowledge
employability skills, such as communication in the workplace, working in a team, problem solving, planning and organising, and self-management.

The delivery of projects should be tailored to participants’ circumstances.

What level of funding is available?
The funding available is for a maximum 12 month term, based on rolling intakes of part-time duration for 6–8 weeks (or full-time equivalent) in a variety of locations.

What is the application process?
Funding for Ready for Work is available through an open and transparent application process.

There are two funding rounds each financial year.

Details of the opening and closing dates for funding rounds, as well as program guidelines and online application details, can be found at training.qld.gov.au/readyforwork.

Applicant organisations are encouraged to contact their local DESBT regional office to discuss their project proposals.

How are applications assessed?
Applications are assessed against set assessment criteria, including the applicant organisation’s capacity to manage the proposed project, and the extent to which the project will service community and industry needs. Information on the assessment criteria is available in the Ready for Work Guidelines for funding 2020-21.

Applications will be assessed by locally-based SQW Advisory Committees, comprising of representatives from the community, industry, government and unions.

What can project funds be used for?
Project funds can only be expended on costs directly associated with the delivery of the project. More information is available in the Ready for Work Guidelines for funding 2020-21.

What outcomes are expected?
Funded organisations will provide participants with skills and knowledge to enable them to successfully seek employment.

It is expected that funded organisations will work with local businesses and employers to develop employment links/pathways for program participants, and that local businesses and employers will share their experiences and knowledge with program participants.

What are the funding conditions?
Successful applicants must enter into a formal services agreement with DESBT, which will include standard key performance indicators.

A copy of the services agreement, which is performance based and outlines the standard terms and conditions of funding, can be found at training.qld.gov.au/readyforwork.

All projects must be fully acquitted after completion and any unexpended or surplus funds returned to DESBT.

More information
For more information about Ready for Work:
Phone: 1300 369 935
Email: training@desbt.qld.gov.au
Visit: training.qld.gov.au/readyforwork