



Employment And Training

Fact Sheet No.8

The Carers Centre for Brighton & Hove
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Introduction

For carers who need to combine work with caring there are many ways to get help. This Fact Sheet contains information about some of the places where you may be able to get help and advice regarding career development, job searches, job applications and IT training.

Our Fact Sheet No.10 – Caring for Someone While Working covers areas that carers can explore with their employers to help them combine their caring role and work more easily. Included in this is information on flexible working and unpaid carers leave.

The Carers Hub is a focal point to help unpaid carers in Brighton and Hove get the information, advice and support that they need. This may be a useful point of call for you in this connection. For example, as part of the Carers Reablement Project, the Hub can arrange for carers to gain computer skills by means of one-to-one sessions with a volunteer.

Tel: 01273 977000

Email: info@carershub.co.uk

Website: www.carershub.co.uk

Useful Organisations

Age UK West Sussex Brighton & Hove

Address: Ground Floor, 95 Queens Road, Brighton BN1 3XE

Tel: 0800 019 1310 (General)

This is the new drop-in hub which provides information, advice and support to older people. It is open weekdays 9.30 am to 4.00 pm.

Tel: 01903 726276 (Digital Skills Service)

Email: helpathome@ageukwsbh.org.uk

Website: www.ageuk.org.uk/westsussexbrightonhove

The Digital Skills Service is designed for people over 50 to help them learn to use digital technology in their own homes. The service uses self-employed helpers. Basic IT skills, use of the Internet, e-mails and producing documents are among the things covered. Charges apply.

Alison

Website: www.alison.com/courses

This company provides free courses on career development and core IT skills.

Brighton & Hove Libraries

Address: Jubilee Library, Jubilee Street, Brighton BN1 1GE

Tel: 01273 290800

Email: libraries@brighton-hove.gov.uk

Website: www.brighton-hove.gov.uk/libraries-leisure-and-arts

You can get careers information and advice from your local library. This can be about booking a career session, attending a drop-in job club or help with job applications and CVs.

Your library can **also** help you learn how to use a computer or other digital device, access the internet, send emails etc. free of charge.

Brighton MET College

Address: Pelham Street, Brighton BN1 4FA

Tel: 01273 667788

Email: enquiries-brighton@gbmc.ac.uk

Website: www.brightonmet.ac.uk

The College runs short courses covering Computing and IT Skills. There is a free short course called Opening Doors – IT for Beginners.

Brighton Unemployed Centre Families Project

Address: 6 Tilbury Place, Brighton BN2 0GY

Tel: 01273 601211 or 671213

Email: info@bucfp.org

Website: www.bucfp.org

The Centre provides services to the unemployed, people on low incomes etc. It offers daily free one-to-one computer support covering internet access, email, job search, form filling etc. Help is provided by skilled volunteers.

Carers Trust

Address: Unit 101, 2-6 Boundary Row, London SE1 8HP.

Tel: 0300 772 9600

Email: info@carers.org

Website: www.carers.org

The Trust has a wide range of fact sheets for carers looking to get back into work or in work, which can be downloaded from the website. They include sheets on Balancing Work and Caring, IT Skills for Employment, Job Searching and CVs

Carers UK

Address: 20 Great Dover Street, London SE1 4LX.

Tel: 020 7378 4999

Helpline: 0808 808 7777 (Mon-Fri, 9 am - 6 pm)
Email: advice@carersuk.org
Website: www.carersuk.org

Carers UK have a section on its website about Work and Careers. This includes advice on support in work, returning to work and boosting skills.

Carers UK also provide a large range of digital resources for carers including sections on working and caring. Carers can sign up to use these resources using the link <https://efcdigital.org> The resources are free to all carers, not just employees, in Brighton and Hove because the City Council is a member of the scheme thus providing free access. To register you will need an email address, a password and the following access code provided by the Council #EFC1498.

Find a Job

Website: www.findajob.dwp.gov.uk

This is a government website advertising full or part time jobs in the UK. An account has to be created to apply for jobs.

GCF Global

Website: edu.gcfglobal.org

This organisation provides free online learning covering career planning, job search, applying for jobs and a wide range of workplace and IT skills.

Jobcentre Plus

Addresses: Windsor House, 30-35 Edward Street, Brighton BN2 0LN
15 Queen Square, Brighton BN1 3FD
Boundary House, 87a Boundary Road, Hove BN3 7GA
Tel: 0800 169 0190 (for either local office)
Website: www.gov.uk

Carers can get work preparation support from their local Jobcentre Plus office to help them into work. This can include access to training and advice on job hunting and job applications. A carer should call the local office – telephone number above.

Learndirect

Tel: 01202 006 464
Website: www.learndirect.com

Learndirect has online courses covering IT and personal development. Fees apply.

Learn My Way – Good Things Foundation

Website: www.learnmyway.com

This organisation provides free courses on preparing for work, jobs and interviews and IT skills.

National Careers Service

Tel: 0800 100 900

Website: nationalcareers.service.gov.uk

This is a Government Service. It provides free and impartial information, advice and guidance on careers, skills, job profiles, available courses and help to get a job. An adviser can be contacted by telephone for personal support – see number above. There is also a webchat service.

The Hangleton and Knoll Project

Address: St Richards Community Centre, Egmont Road, Hove BN3 7FP

Tel: 01273 410858 or 706469

Email: info@hkproject.org.uk

Website: www.hkproject.org.uk

The Project provides free IT training at drop-ins with one-to-one support if needed. This can help local residents to gain employment skills. There are also job clubs for those looking for work.

The Open University – Caring Counts

Website: www.open.edu

This self-reflection and planning course for carers will help them to gain a clearer understanding of themselves and recognise the range of skills and abilities they have developed from their caring role. It will also help them to look forward and make appropriate plans.

The Workers' Educational Association

Tel: 0300 303 3464

Website: www.wea.org.uk

The Association has courses covering employment including job seeking skills, communication skills and IT. Fees may apply.