



Luton Digital Skills and Employment Project

The Luton Digital Skills and Employment Project is a partnership project between Bangladesh Youth League (BYL), Luton Irish Forum (LIF) & Diversity Education, Training & Consultancy CIC which starts in July 2020 and runs for three years. The Project is funded by European Social Fund.

The Project will take place in Luton, an area with high levels of unemployment, economic inactivity and low skills, in particular digital skills, and will primarily target two specific groups of local residents:

- unemployed adults aged 50+;
- unemployed (& Economically Inactive) Women, particularly from BME communities.

The project provides a tailored programme of learning and support on four building blocks:

(a) Basic skills including Pre-entry level ESOL (12 weeks x 2.5 hours)

(b) Basic Digital Skills (Core)

Will include a basic introduction to digital skills and digital devices – the core digital training will include turn on a device, use the available controls, make use of accessibility tools, interact with the home screen, understand that the internet allows access to information and content and how to connect to Wi-Fi, jargon busting, connect to a safe and secure Wi-Fi network, connect to the internet and open a browser to find and use websites, understand that passwords and personal information need to be kept safely, update and change password when prompted to do so & staying safe online with participants gaining a City & Guilds L3 (Certificate or Diploma) in ITQ Online Basics qualification plus Using your computer or Device and Online Safety units.

(c) Enhanced Digital Skills

Where participants are assessed as already having, or progress speedily through the Basic Digital Skills course, they will progress onto enhanced Digital Skills which will be tailored to their individual needs and include, intro to Word, Excel, PowerPoint and email, sending and receiving emails in the work place plus the 'cc' option, use different document formats such as PDF to make it easier to share documents, use document sharing through web based applications such as Google Docs to work on a document in collaboration, use video-conferencing products such as Skype and Facetime to communicate with colleagues on conferences and calls. Accreditation will be through either C&G or AQA

(d) Employment Support.

Each participant will receive employment support to enable them to progress more effectively into employment (or into job search). Activity will include work clubs, workshops preparing for Apprenticeships, workshops introducing self-employment, 1-to-1 IAG sessions, pre-employment skills workshops and 1-to-1 sessions (CVs, job-search skills, job applications, interview skills, mock interviews).

All participants will be able to progress through and complete all 4 of the project's building blocks, although not all participants will start at the same point or complete all of the building blocks. Initial Assessment will enable us to start each participant at the right level and entry point for them based on their basic skill and IT levels and prior learning. The average time participants will spend on the project, depending on the activity they undertake, will be between 3 and 6 months.

If you are interested in find out more email Noelette Hanley, Chief Officer Luton Irish Forum, on noelette@lutonirishforum.org or call 07910 813450.