

SACC NEWS

SA Career Consultants

Spring 2006

Welcome
from
Karen's
Desk...

*It's been a very busy year since the last SA Career Consultants newsletter, and there have been so many changes to keep us busy they kept us from even writing newsletters! In any event, I'm very pleased to be writing to you all and extending a very warm welcome to our service. I know that our case managers have been very busy with new referrals, and SA Career Consultants have never had as many people to assist as we now have. I hope you can take the time to read on and hear about how much things have changed... **Karen Osborne, Manager, Disability Employment Services***

Look At Us Now

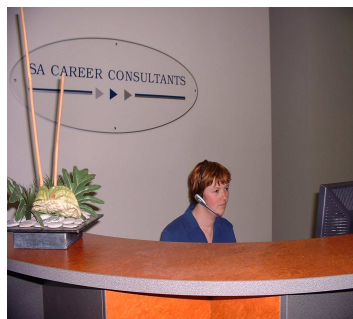
On the 1st September we moved into our new city office on the Ground Floor at 104 Frome Street Adelaide. For those clients that have already seen these offices you will have noticed that they are bigger and better. Parking is easier to find and our nice new décor is very pleasant on the eye.

Our computer training facility has also been updated. It includes ten new

computer terminals to allow training in the latest software.

But we didn't stop on just a new city office. Due to winning new business with the Government we have now also opened new offices at Elizabeth West, Port Adelaide and Melrose Park.

Together with our offices in Murray Bridge, Modbury and Christies Beach we well and truly have all of Adelaide covered.



Determination

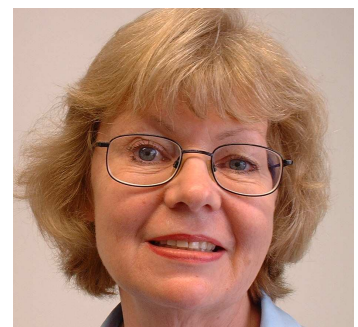
Brenda had been employed in a variety of administrative roles prior to suffering a brain aneurysm. As a result of her brain injury Brenda lost her extensive workplace skills together with her self-confidence, speech and even her ability to drive a car.

When Brenda approached SACC she did not know the type of employment that she was seeking. She did know that it needed to be very close to home and the employer needed to be supportive of her capabilities.

Brenda initially undertook a work experience placement at Cheap as Chips. Through her sheer determination

Brenda progressed to undertaking a wide range of administrative duties. Brenda has now commenced paid employment of eight hours per week at this workplace.

Brenda's story is a testimony to the benefits of a work experience placement.



Safety Training

Workplace safety is everyone's responsibility. While an employer must protect employees from hazards in the workplace, employees must take reasonable care and obey all reasonable instructions. It is not acceptable that people are injured at work.

For this reason SACC require all clients to either attend a half day Occupational Health and Safety training program, or demonstrate that they have this knowledge. The training session includes such topics as dangers to new workers, identifying and controlling workplace hazards and employer/employee responsibilities. All participants receive a Certificate of Attendance.

If you have completed Occupational Health and Safety Training before you should discuss this with your Case Manager. They will decide if you need to attend this training, and if you do they will book you into the next available session.

Safety Tips

You must ensure that alcohol and drugs do not affect you while at work.

You must tell your supervisor if you injure yourself at work, preferably within 24 hours.

You must tell your employer of any hazards or potential hazards.

Work and Study

Ben lives at Mannum on the River Murray. When Ben approached SACC for assistance in finding employment he wanted to work eight hours per week. He had previously worked cleaning a local tour boat and had tried stacking shelves at the local supermarket. Unfortunately, neither job resulted in the permanent employment that he was seeking.


Ben completed a work trial at the Mannum Hotel and in August was offered a position as a Storeman. Ben was initially working two shifts per week, but found these hours difficult to maintain.

His case manager, Lori, in discussion with his employer, restructured his working hours to better suit Ben's capabilities. Ben is now settling well into the job and enjoying the responsibility.

Lori continued to provide support for Ben on the job until he was confident that he understood all the different tasks that he had to complete.

But Ben is not satisfied with just working at a job he enjoys. He will continue to attend the Mannum Community College and complete Year 12. Ben has also enrolled to commence a Business Accounting 2 course at TAFE next year. Ben is going to be very busy in 2007!

SACC congratulates Ben on his employment and wishes him well with his on-going studies.



Computer Training

If you need to update your skills in

- ◆ Basic Computing
- ◆ File Management
- ◆ Word Processing
- ◆ MYOB
- ◆ Powerpoint
- ◆ Email
- ◆ Internet
- ◆ Excel
- ◆ MYOB

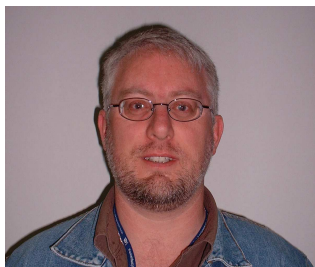
then contact Kylie at SACC



Right Person Right Job

Steven is 35 years of age and highly qualified. He has completed a Bachelor of Law, and has additional qualifications in Biology and Information Technology.

Two years ago Steven was diagnosed with Aspergers Syndrome. In November 2005 Steven came to



SACC after a three month paid contract at the Crown Solicitors Office. Steven and his case manager were able to identify the accommodations he needed in the workplace to work successfully. Steven has realized he requires among other things, clear directions, weekly feedback, and minimal task switching.

Identifying these needs in the workplace, and being willing to talk about his disability to potential employers and work colleagues, has enabled Steven to secure employment in a very supportive workplace at the University of SA. Steven initially commenced employment as a part time tutor and has now been offered a further contract tutoring, and assisting with research.

Steven now has rewarding challenging work he is able to focus on while working towards gaining his Doctorate. We wish Steven success with his future.

Client Feedback

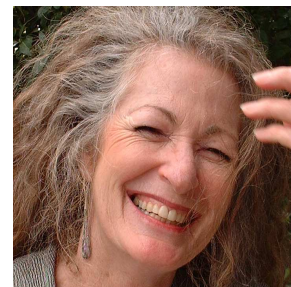
"My case manager helped me to become positive about outcomes, not just the negative. I was helped with interview techniques, which clothes to wear, how to fill out a resume and many other thingsshe really helped me to get going after ten years of no job"

Farewell

It is with sadness but best wishes that SACC bids farewell to Christine Ford.

Christine commenced as a case manager at SACC in 2002, after many years of working with clients with disabilities in a teaching capacity. Her most satisfying achievement has been to place many of our clients into employment that was not only rewarding and challenging but offered a future career path.

Christine has found the greatest challenge has been to recognize each client's unique skills and personal goals, and match these to the needs of a suitable employer.



On retiring in November Christine is hoping to have the time to garden, travel and pursue all those interests that her work with SACC has left her little time to do. We wish her well and thank her for the exceptional service that she has delivered to our clients.

New Staff & New Positions

We've recruited six new case managers in the past six months, and we're looking to employ another one or two before the end of the year.

Cate Brennan is now our dedicated Marketing Coordinator. Cate will be out there promoting our services to employers.

With all of these changes we have a great sense of optimism that we are going to continue to be able to provide you with excellent service.

Having Your Say

We're always looking for ways to make a difference to our clients, and we hope you can see that from the stories in this newsletter.

Our jobs mean a lot to us, and part of our job is to make sure that our service makes a positive contribution to your life. We thrive on helping others, and it is a particular joy for us to see our clients gain confidence, skills, and maturity when they achieve their job goal.

Because we value your experience of our service, we are always happy to hear your feedback. If you have something you would like to say to us about our service, you are always welcome to call either Sharon or Karen on 8227-0900.

Alternatively, there is a feedback form for you to complete and return to this office if you wish.

2007 Dawn Slade-Faull Award

Applications for the 2007 Dawn Slade-Faull Awards are now open. The awards of up to \$1000 seek to encourage the personal or professional development of people with a disability who show promise in an area of craft activity or of the visual arts.

Applications may be made by any person resident in South Australia, who carries an intellectual, physical, psychiatric or sensory disability – or their advocates.

For further information phone Denis on 8332 5171 or Judy on 8388 1921.

Preparing for Job Interviews

Being as prepared as possible is the key to success in the interview game. Here are some suggestions for making a good impression.

Rehearsing with a friend or family member is a great way to soothe pre-interview nerves. Your rehearsal partner can tell you if you're speaking too quickly, if your sentences are too long or your answers hard to follow.

Take extra care with your appearance. Ensure your clothes are clean and well ironed. Check for stains, stray threads and loose buttons. Avoid visual distractions such as loud ties, chipped nail polish, heavy make up, sheer fabrics, heavy ear rings, jewellery that jangles, overpowering fragrances and unwashed hair or hair that flops into your eyes or needs constant pushing back.

On the morning of the interview, go for a walk or spend some time doing stretches. You will breathe deeply, which will help you relax, have better posture and therefore look the part of the successful candidate.

On the way to the interview, walk tall and smile. Strangers will smile back at you and the receptionist at the interview firm will be nice to you. By the time you hit the interview you will be feeling good. Remember, some butterflies in the stomach are okay. Fear and excitement both cause butterflies so tell yourself those flutters are excitement.

*- from "Interview Tips for the Big Day" at
www.careerone.com.au*

