

## Impact – Young person

- Excellent opportunity to gain paid employment
- Builds skills, ambition and aspiration
- Social inclusion and community integration
- Learn to travel independently
- Generate income
- Employability skills and real work experience for your CV
- Confidence in your own ability and increased independence.

## Impact - Employer

- Promote equality and diversity
- Extra capacity for the team at no extra cost
- Practical learning and disability awareness
- Access to specialised training, support and advice
- Create a workforce that reflects the diverse range of customers it serves and the community in which it is based
- Opportunity to test ability, commitment and suitability of candidates
- Be part of a scheme that gives local young people with disabilities the chance to showcase their talent.



# SUPPORTED INTERNSHIP

An employment focused education programme  
in partnership with The Manchester College  
and Pure Innovations

To get involved please contact us:

✉ [enquiries@tmc.ac.uk](mailto:enquiries@tmc.ac.uk)

☎ 03333 222 444

🖱 [tmc.ac.uk/courses/supported-internship](https://tmc.ac.uk/courses/supported-internship)



# SUPPORTED INTERNSHIP OVERVIEW



The Supported Internship programme is a one-year employment focused education programme that enables young people aged 16-24 with special educational needs and disabilities to learn about and prepare for paid employment.

The programme works alongside a host employer and provides classroom facilities on site for a cohort of Supported Interns. The tuition, training and support for interns is delivered through this partnership.

The placements offered throughout the year are an amazing opportunity for the interns to learn, develop and demonstrate their skills, talents and crucially their ability to work.

The ultimate aim is to gain paid employment either with the host site or with an external employer.

This is what makes the programme so special and is why 'graduates' of the programme have gone on to work as clerical assistants, catering and retail assistants, pharmacy technicians, kitchen porters and much more.

## Placements

Interns undertake up to three vocational work placements across the academic year. Placements last 10 to 12 weeks, Monday to Thursday in the workplace.

Each day, interns access a class based session working on maths, English, employability skills and personal development.

Job training and support is delivered by the Supported Internship Programme team.

## The Process

Throughout the year, the programme team are profiling and matching the skills of the trainees to placements and any vacancies that are arising, internally or externally. The key ingredient to success of the programme is the job matching process:

### Step One: Exploration

A fact-finding discussion between the programme team and interested employer will take place and possible placement areas will be identified.

### Step Two: Job Analysis

A member of the programme team will complete a job analysis on the identified role(s) by spending an agreed amount of time in the department. This gives the team a clear idea of the core work routines, demands of the job and the skills required. A thorough health and safety assessment including a risk assessment will be completed at this stage to ensure any specific risks are highlighted.

## Step Three: Job Matching

The identified job role is matched to the unique skills, interests and talents of the intern.

### Who provides the training and support?

The Supported Internship team will provide training and support so the impact on staff and managers' time should be no more than usual. Staff are trained to deliver Training in Systematic Instruction (TSI), when it is required and will develop rigorous training plans to assess learning and any extra support needs required.

### Will the intern be as productive as the rest of my team?

Learning and training for the role may take a little longer, and we aim for productivity to meet the expected rate. Interns may also bring an extra dimension to your team.

### Do I have to pay the intern?

No, placements are unpaid as the Supported Internship is a college study programme. Time spent on the placement is designed to give interns additional skills, confidence and prepare them for future paid employment.

### Am I obliged to offer paid work to the intern at the end of the placement?

The placements are an excellent way of assessing an individual's suitability for a role. Whilst there is no obligation to offer paid work, if it seems a good match and you have an opportunity available, we hope that you would consider employing the intern in a paid capacity.