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| **Rathbone - EF Fund, Challenge Fund and Modern Apprenticeships (SDS Funded)** | |
| **Specialist Support for: Jobless residents in Dundee with multiple barriers. Modern apprenticeships offered to those in employment aged 16-25** | |
| **What are we doing and how are we doing it?** | Employability Assessment and Action Plan is produced for all non-employed clients.  Personal Barriers are worked on at all stages especially Challenge Fund and Stage 2 clients on the EF Fund Programme.  All non-employed clients are offered a work experience opportunity from a variety of occupational areas. |
| **Who’s Eligible?** | EF Fund – SDS or DWP eligibility checks  Challenge Fund - two or more barriers to employment  Modern Apprenticeships in Retail, Hospitality and Business Administration – Employed Status |
| **Target Audience:** | EF Fund all age, non-employed clients looking for employability skills and work experience.  Challenge Fund – all age non employed clients with two or more barriers looking to remove barriers and progress onto EF Fund or another stage in the pipeline.  Modern Apprenticeships – under 25 employed status employees looking to gain a qualification in Retail, Hospitality or Business Administration in the workplace. |
| **When can we apply?** | EF-Roll on roll off programme apply anytime  Challenge Fund apply anytime |
| **Where will it be held?** | Rathbone  6 – 8 Staffa Place  Dundee  DD2 3SX  Or Employers premises in Dundee. |
| **How do we refer?** | Use the form at the end of this guide or Click on the link [here](https://www.dundeecity.gov.uk/employability-map/referral-form) for a copy of the referral form and send it to the contact below. |
| **Contact Details** | Name: Graham Thomson  Tel: 01382 828959  Email: [graham.thomson@rathboneuk.org](mailto:graham.thomson@rathboneuk.org) |
| Stages Covered | 1,2,3,4,5 |
| Additional Information  Rathbone have weekly Job Clubs.  A client can work with us for 26 weeks after completing our provision.  Modern Apprenticeship opportunities Level 2 or 3 | |