



Kick Starting Coalville

January 2021

KICKSTART
SCHEME



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Kick Start Scheme:

is helping young people at risk of long term **unemployment** get into the job market by providing government funding for employers to create six-month job placements.

The Kickstart Scheme provides funding to create new job placements for 16 to 24 year olds on Universal Credit who are at risk of long term unemployment.



Universal Credit

Only individuals on UC can apply. So if you aren't on it, and you could be, it might be worth applying.

Eligibility – there are some rules about eligibility eg if you have over 16k in savings you might not be eligible, and it takes into account what your partner earns. There are also extra rules for 16 or 17 year olds. Its worth checking and applying.

It takes up to 5 weeks to be approved, however once you are in it is an open and flexible system so if you move between jobs or start your business and your income goes up and down, you don't have to keep reapplying, your benefit adjusts.

If in doubt – [citizens advice](#) Coalville
[Apply for Universal Credit - GOV.UK \(www.gov.uk\)](#)



About TH!NK FC

THINK FC is a co-operative social enterprise committed to levelling the playingfield and making a positive difference.

There are two elements to our work:

1) Sharing TH!NK Tools – tools to help with decision making, self development and self belief, adapted from business tools and have been made accessible, shareable and fun

See the website for more details – www.thinkfc.org.uk

2) Connecting Communities - helping to set up Coalville C.A.N. CBS to take ownership of spaces, build community wealth and support collaborations and enterprise. This video is a summary of what we are up to.

[Coalville CAN CBS Nov 26 2020 For Councillors - YouTube](#)



Connecting Coalville

THINK FC recognises that everyone has strengths! and that everyone has something to contribute.

We understand that not everyone gets the same opportunities and does not always have access to the **Tools, Resources and Networks** that are needed.

We decided to use the Kick Start opportunity to support young people in the Coalville area to make a difference for themselves and to ask them for their help to connect, mobilise and make a difference in their community.

Working together with partners we are able to offer some exciting opportunities in the area for young people.



Our Partners

Coalville Education Partnership

CASE (co-operatives and social enterprises)

Market Café

North West Leicestershire Veterans
Community Support

Holmsdale Manor Nursery & Forest School

Coalville C.A.N CBS

The Fuel Factory

Number 22 Community Hub

Redgate Animal Sanctuary

Redgate Charity Shop

Placements

General Information

In total there are 18 initial placement opportunities

Weekly hours are 25 (including personal development time)

Location : Most are in the Coalville area. Some include on line / from home for some of the time. Two are outdoors – in Whitwick and Markfield.

Ashby is a possible base too.

Who : We welcome applications from people who don't normally get a voice and will help us level the playing field!

IT – some roles need a computers – let us know if you have one.

All need access to internet / Zoom for some meetings

Personal Development

Tool Sharing – with THINK FC

We are committed to sharing business tools adapted to be accessible and fun. As part of the placement you will have the chance to learn and apply them for yourself and share with others.

Resources

Providing resources to help you reach your goals and ultimately have the life you desire.

Courses

With our partners in Coalville & at Reaching People we aim to share courses that are useful and relevant – some will be for all roles e.g First Aid, others will be role specific.

Connecting and Community involvement

All the roles include an element of connecting with and listening to others with opportunities to get involved in community projects .

What are we looking for?

Enthusiasm & reliability are valued over qualifications.

Applications are welcomed from people that don't normally get a voice, and will help us to level the playingfield

Placement Jobs	Partner / Lead	No
Garden and Parks Worker	North West Leicestershire Veterans Community Support	1
Woodland Worker	Coalville Education Partnership	2
Social Media Whizz	THINK FC	1
Forest School and Early Years Practitioner Assistant	Holmsdale Manor Nursery	1
Community Hub Handy Man & Assistant	Number 22 Community Hub	2
Community Development Connector	Coalville C.A.N. CBS	1
Young People's Voice Project Lead	THINK FC	1
Retail and Animal Charity Worker	Redgate Animal Sanctuary	2
Co-operative & Community Business Development Worker	CASE	1
Hospitality / Catering Worker	Market Café & The Fuel Factory	2
Film Maker Technician	THINK FC	1
Administrator	THINK FC	1
Visual Communicator (graphic design)	THINK FC	1
IT, Website and Community Mapping	Coalville C.A.N.	1
Total		18

ROLES &

PARTNERS

Gardener & Parks

with [NWL Veterans](#) @ [Coalville Park](#)

Can you help? Are you interested in working in a local park alongside veterans, community groups and others in Coalville Park?

- Your role will include, working on park and garden maintenance alongside an existing team, mainly with veterans and volunteers. Activities to include all things gardening such as weeding, planting, watering, digging etc ...
- To help out in other community activities and projects as needed such as building disabled accessible planters and welcoming and supporting groups to use them.
- To maintain and look after the Remembrance Garden and maintain and develop the Community / Sensory Garden.
- To get involved in creative projects including working with others to re-design the existing art boards and murals

TIMINGS: Start at 09:00 hours and finish at 14:30 hours, with a 30-minute break, Monday to Friday. Please note: these hours are very flexible

Woodland Worker (*2)

with [Coalville Education Partnership](#)

Can you help? Are you interested in conservation and traditional skills? Do you like working outside and being in touch with nature? Are you interested in working with young people

- This role involved work alongside an experienced “woodsman” to learn traditional skills, including coppicing and dry stone walling
- Understand and explaining and promoting Holly Hayes woodland to local communities
- Work alongside other users of the woodland including young people, people with disabilities and veterans
- Contributing your ideas and passion to creating an exciting new woodland project
- This role could include indoor activities (eg making bird boxes & working with young people) and outdoor woodland work

TIMINGS: To be agreed – possible to split the role between working with young people and woodland work. Woodland Thurs-Fri, Students Mon-Wed

Forest School & Nursery Practitioner

with [Holmsdale Manor Nursery](#)

Can you help? Are you interested in an opportunity to support young, pre-school (3-5 years) children in a nursery in their Forest School.

- Your role will include learning and sharing bushcraft & fire lighting
- Learning and sharing woodland crafts & the environment
- Supervising young children and supporting free play
- Physically and emotionally supporting young children to be independent and resilient
- Promotion of the woodland and connecting to the wider community

TIMINGS: 9/9.30am to 2/2.30pm – Applicant must be able to get to the base at Ibstock

Community Hub Handy Person with Number 22

Can you help? This opportunity is to get involved in the heart of Coalville at Number 22 Community Hub.

To work as a handy person and sales assistant and playing an active role in the team.

Your role will include:

- Painting and decorating
- Maintenance tasks
- Serving customers
- Handling cash and card payments

Some painting and decorating experience would be useful but not essential.

TIMINGS: days and time to be discussed with applicant, we can be flexible due to being a community hub. NB at moment closed to the public.

Community Hub Assistant

with Number 22

Can you help? This opportunity is to get involved in the heart of Coalville at Number 22 Community Hub.

To work in a busy, community hub supporting people in the community to come together your role will include:

- Serving people
- Handling cash and card payments
- Stock and rotation
- All aspects of administration of a community hub such as bookings, events, health and safety etc

Knowledge and experience of health and social care as working with vulnerable people and mental health useful. Experience in a retail and dealing with customers useful. Being flexible, able to multitask and have a sense of humour whilst being professional at the same time important.

TIMINGS: days and time to be discussed with applicant, we can be flexible due to being at a community hub. NB at moment we are closed to the public.

Retail Assistant for an Animal Charity with [Redgate Charity Shop](#)

Can you help? Are you interested in retail and animals? Put them together and you've got a role in Coalville town centre charity shop.

- Working alongside the existing team taking in donations, managing stock, merchandising and offering excellent customer service in the charity shop in Coalville
- Opportunity to work at the animal sanctuary as part of the role

TIMINGS: 10.00 am to 4.00 pm Monday, Wednesday, Thursday and Friday
NB Shop currently closed to the public

Animal Sanctuary

Assistant with [Redgate Farm](#)

Can you help? Do you care about the welfare of animals? Redgate Farm has animals it cares for looking for a forever home. Sick and injured animals are also taken there to be nursed to health and looked after!

- Your role would include working alongside the existing team caring for animals, managing feed, grooming & farm management on site at Markfield
- Opportunity to work at the charity shop in Coalville as part of the role

TIMINGS: 8.30 to 1.00 pm Monday to Friday – Note must be able to get to Redgate Farm, Markfield, LE67 9PP

Cafe Assistant

with Nicki's Market Cafe

Can you help? This opportunity is to get involved in the heart of the community café in Coalville - to work in a hospitality role serving and connecting with customers, attracting new customers and playing an active role in the team.

- Your role will include, Serving customers
- Clearing tables, sanitising, waiter / waitress role
- Stock rotation / food hygiene
- Handling cash and card payments
- Promotion
- Deliveries
- Connecting with customers and building relationships

**TIMINGS: 7am to 3pm (vary) Tuesday
Friday and Saturday**

**Note - This café is currently closed –
so a start date will be agreed when
we know more**

Catering Assistant

with [The Fuel Factory](#)

- Can you help? Our partners at The Fuel Factory are looking for a catering enthusiast who can not only gain experience within a busy catering business but also come with ideas and creative possibilities to expand and develop the business.
- **Your role will include all aspects of catering and running the catering operation including;**
 - Health and hygiene
 - Stock and supplies
 - Assisting in food preparation,
 - Scheduling catering orders
 - Setting up of catering events
 - Training will be also include internal and nationally recognised qualifications.

TIMINGS: Will vary dependant on trade. Mon - Friday - 5 hours a day. Times will be set once the position has been allocated. Hours will be allocated to training and development, stock control, meal planning and production.

NB Base is Amazon LE67 1PD so applicants would need to be able to get there

Film Creator

with THINK FC

Can you help? Are you a budding filmmaker and want to make a difference in your area.

- This opportunity is to get involved in the heart of the community and support the area by creating mini films for use by local businesses, groups and organisations to help them share their stories and promote the area.
- It could involve providing film clips for social media on the Kick Start placements and sharing your skills with others
- Coming up with creative ideas to share stories using the of medium of film
- We invite all successful applicants to actively engage in their role at THINK FC with an initial month of collaborative, fun & relevant challenges and experiences to develop, self, others and the organisation, set in the context of their role.

TIMINGS: Flexible

Visual Communication (graphic design)

Technician with THINK FC

Can you help? Are you creative and want to make a difference in your area. Your role will be developed and could include:

- Understanding THINK FC tools and resources and the work of Coalville C.A.N
- Re-imagining places and spaces - providing visuals to support this in different forms (graphic, cartoon, animation)
- Working along side others to help them tell their stories, sharing creative skills with others
- Working to brand guidelines and specifications and helping others come up with their logo and brand
- We invite all successful applicants to actively engage in their role at THINK FC with an initial month of collaborative, fun & relevant challenges and experiences to develop, self, others and the organisation, set in the context of their role.

TIMINGS: Flexible

IT, Website and Community Mapping with [Coalville C.A.N](#)

Can you help? Are you good at IT and want to make a difference in your area. You will define your own role and will include:

- Understanding the community and the ambitions of Coalville C.A.N. and the developing website.
- Develop a demonstration of how we can turn a survey of assets into an online map, and also create a network map showing existing connections and relationships
- Explore digitally how we can create an online hub and platform and display on a website
- Map existing physical and digital communication methods. Collect and share information, and add to and enhance that network
- We invite all successful applicants to actively engage in their role at THINK FC with an initial month of collaborative, fun & relevant challenges and experiences to develop, self, others and the organisation, set in the context of their role

TIMINGS: Flexible

Social Media Whizz

with THINK FC

Can you help? Do you know your snap chat from you Instagram? Facebook from twitter?

- Looking for someone that can develop the online presence and social media profile of community organisations and Coalville and area (LE67)
- A passion for working alongside people, to connect and help them tell their story. Using a wide variety of digital / social media that are accessible and easy to use.
- To work alongside THINK FC to develop our social media presence across all social media platforms including youtube, Instagram, twitter, facebook and snapchat
- Helping to ensure our social media is relevant and accessible to as many people as possible and sharing your skills with other groups in the area
- We invite all successful applicants to actively engage in their role at THINK FC with an initial month of collaborative, fun & relevant challenges and experiences to develop, self, others and the organisation, set in the context of their role

TIMINGS: Flexible

Community Development

‘Connector’ with [Coalville C.A.N](#)

Can you help? Are you interested in connecting with people working in the community or wishing to set up a community project in Coalville and area (LE67)

- You can help define your role and it could include - creating a community asset map of what is important to the community and who is working in the community already
- Start with what’s strong and working to connect different groups together
- Train up in our community connecting tools and Asset Based Community Development.
- Work alongside other parts of Connecting Coalville to make sure community voices are heard and their stories told
- We invite all successful applicants to actively engage in their role at THINK FC/ Coalville CAN with an initial month of collaborative, fun & relevant challenges and experiences to develop, self, others and the organisation, set in the context of their role

TIMINGS: Flexible

Young Persons Voice

with THINK FC

Can you help? Are you interested in getting young peoples voices heard? And being involved in a new project to support young people in the area?

- The role will include working alongside young people to produce and share their plan for Coalville.
- Start a young person's place to meet working with Marlene Reid Centre and Number 22
- Work alongside other parts of Connecting Coalville to ensure young people's voices are heard and their stories told.
- Work with other organisations, mapping the offers for young people currently and finding out what young people want to get involved in and what they need – and making it happen!
- We invite all successful applicants to actively engage in their role at THINK FC with an initial month of collaborative, fun & relevant challenges and experiences to develop, self, others and the organisation, set in the context of their role

TIMINGS: Flexible

Co-operative & Community Business Development Trainee with CASE

Can you help? Are you interested in finding more about Co-operatives and Community Business?

- This role includes creating a map of co-operative and community businesses in Coalville and area.
- To work alongside the new and ambitious Coalville C.A.N CBS in a co-ordinator role. Connecting people and learning how to help people set up their own enterprises
- To be interested in co-operatives and how they can help people run their own organisations. Need to be committed to the Co-operative Principles, Values and Ethics
- Starting with what's strong and work to bring the different groups together
- We invite all successful applicants to actively engage in their role at THINK FC with an initial month of collaborative, fun & relevant challenges and experiences to develop, self, others and the organisation, set in the context of their role

TIMINGS: Flexible

Administrator

with THINK FC.

Can you help? Are you organised and like keeping track of things? This co-ordinating role needs you! Supporting THINK FC with their work in Connecting Coalville,

- Role to include updating the activities of new workers, recording details of hours and activities, dealing with any issues and questions
- Connecting with others, supporting others in their roles
- Bookkeeping, minutes, records, setting up systems are all parts of this role
- We invite all successful applicants to actively engage in their role at THINK FC with an initial month of collaborative, fun & relevant challenges and experiences to develop, self, others and the organisation, set in the context of their role

TIMINGS: Flexible

How the money works

Young people / employees get paid according to their age at minimum wage rate for 25 hours a week for 6 months under a contract of employment. All wages, pension and national insurance contributions are paid. So what does that look like?

For ages 16/17 - £4.55 per hour, £113.75 per wk (25 hours) & **£2,957.5** for the 6 mths

For ages 18-20 - £6.45 per hour, £161.25 per wk (25 hours) & **£4,192.5** for the 6 mths

For ages 21-24 - £8.20 per hour, £205 per wk (25 hours) & **£5,330** for the 6 mths

[Reaching People](#) (the organisation that's applied to DWP as the Gateway Provider) receive £300 per role for admin

[THINK FC](#) (as the employer) receives £1,500 per role for administration and support



Timescale

We hope that the roles will be advertised by mid Jan
with a potential start date of Feb 1st.

This is not clear at the moment as all the placements
need to go live on the UC system first.

Stay tuned on the [KICKSTART](#) post on FB

This project finishes in December 2021 so there may
be the chance of another round – so if there is
something you really want to do, get in touch.

Process

All applications in the first instance need to go through the Work Coach at the Job Centre. They will match young people to placements.

(Young people can go direct to their Work Coach with an opportunity they want as soon as they are live on the UC system)

The applicant will get the placement details & application form in their UC account which they complete and send to TH!NK FC

Depending on the role TH!NK FC will share with partners

Selected applicants will be invited for an interview.

Application Form

All applications in the first instance will come to THINK FC and they will share with partners

The form will ask basic details:

The placement that you are applying for &

What is it about the placement that you like the sound of?

What reasons do you think that you would be good at it?

What are you looking forward to learning the most?

What are you looking forward to sharing the most?

What else can you tell us about yourself or your experiences that might be helpful to us?



DWP & Coalville Job Centre

The Work Coach has access to all the jobs on the UC Kick Start system – they are only viewable by the Work Coach for them to share with their clients on the DWP system. This is to make sure that all eligibility requirements are met

(ie on UC and 16-24)

We are planning to share all these jobs with the Work Coaches at an upcoming meeting.



Support and Training

The programme includes support which will be provided by TH!NK FC and (possibly) some of the other Partners of Reaching People.

TH!NK FC will offer a sharing of the TH!NK Tool programme including providing a journal, resources and Thinking Kits for all.

All partners are expected to provide their own induction – and may include additional training.

Wherever possible the training and support young people need and want will be offered.



Apprenticeships and Courses

There may be some specific courses or opportunities that you are interested in that are free to attend.

Heather has offered to share these and support the sharing of them for any participant – and also for other partners, community groups and in the wider community.

Or Self Employment!

Or may be its starting your own business you are interested in – starting one can run along side this programme or be something you are aiming for afterwards. There are a number of ways we can support you in this Including linking you to other projects happening locally and local and regional support, including ...

e.g. WISE and WILL Projects, The Sir Thomas White Loan Charity, NWLDC enterprise support, New Enterprise Allowance (DWP), and CASE

One off 'courses' & Mentor Support

We are also asking local people to share what they are interested in / good at, and finding local people that could act as mentors! Open invite for others to get involved – just email Deana@thinkfc.org.uk. So far...

Canva (graphics) course with Susan

Creative CV writing with Becca

Adapting to change with Susan (florist)

Strategy and Business Mentor support

with Richard and Martin



Next Steps

If you are successful your employment will begin at an agreed date and time, subject to partners, Covid etc! ...

If you are not successful? Don't be downhearted – there are still lots of opportunities for you to do what you want! You may decide you want to volunteer, get involved in different ways or access other courses, projects and opportunities

Got something specific you want to do?

How might we support you to make it happen?

Let us know and keep in touch.



So, that's all from us!

There are also lots of other Kick Start Job Placements in the area. Just ask your Work Coach! including...

The exciting new venue – Coalville Escape Rooms and Rocket Railways