

Workforce development

Key to the success of any business is its workforce and the ongoing retention and development of its employees. Discover Opportunities can help your business maintain and develop its workforce and make it easier for you to grow the potential of your employees.

Services and Support Available

Flexible Training Opportunities - gives Scottish businesses with up to 150 employees the opportunity to apply for funding to towards employee training costs. Enhancing employees' skills will bring real benefits to your business including improved productivity and a stronger more confident workforce. The types of training supported includes, qualifications including individual units, Master classes, Industry recognised qualifications and Supervisory and management training. Statutory training cannot be supported. Funding is available for up to 10 employees per business and can refund up to 50% of each episode of employee training up to a maximum of £500 for each employee. To find out more or make an application please contact Skills Development Scotland

www.skillsdevelopmentscotland.co.uk/flexible-training

Support for Small to Medium Enterprises - Dundee College can offer support to SME's with a range of funded opportunities including, flexible training opportunities, leadership, management development, managing change, e-business advice, sustainability reviews, skills utilisation, knowledge transfer and workforce development.

Enhancing Literacy and Numeracy Skills - Ongoing changes and developments within the working environment require an increasingly literate workforce e.g. complex health and safety requirements, paperwork and vocational qualifications. It is estimated that literacy skills cost the UK economy £10 billion annually. Evidence suggests employees who improve their reading; writing and number skills usually take less time off work, improve the quality of their work and show greater willingness to learn. They have a more positive attitude to changes in the workplace and are more loyal to the organisation.

Help is available for businesses and their employees to support the development of literacy and numeracy. We can work with you to develop tailor made work based literacy programmes that suit you and your employees.

Staff Development and Career Planning - Help is available to develop and motivate your existing staff through engaging with your organisation in developing effective staff development, skills development and career planning opportunities. This can also be supported by tailored training programmes to support your staff.

Working Health Services - Working Health Services is a Tayside wide Vocational Rehabilitation Service for either employers/employees of a small to medium sized business (less than 250 employees) or individuals who are self employed. The aim is to support employees to either remain at work rather than taking sick leave or to enable those absent from work due to a health problem return sooner. The service offers free direct rapid access to a range of work health specialist. Services on offer are Case Management, Physiotherapy, Occupational Therapy, Counselling, and Occupational Health Nurse or Physician.

Individual Learning Accounts (ILA) ILA Scotland is a Scottish Government scheme that helps individuals pay for learning that can done at a time, place, pace and in a way that suits them best. It's for people who have an income of £22,000 a year or less, or who are on benefits.

Employer Helpline - Skills Development Scotland provides employers with skills, training and funding advice. Information on services can be accessed at www.skillsdevelopmentscotland.co.uk or via the **Employer Helpline: 0800 7836000.**

For further information regarding the services available contact:

Discover Opportunities Centre
Tel: 01382 434460
www.discoveropportunities.org.uk