

**for more information contact
our offices at:**

ringwood

18 bond st ringwood 3134 vic
t (03) 9259 4100 **f** (03) 9879 2229
eesringwood@each.com.au

knox outreach

t (03) 9259 4100 **f** (03) 9879 2229
eesringwood@each.com.au

box hill

953 whitehorse road box hill 3128 vic
t (03) 9898 0511 **f** (03) 9898 0692
eesboxhill@each.com.au

lilydale

7 – 9 john street lilydale 3140 vic
t (03) 9735 7900 **f** (03) 9739 4733
eeslilydale@each.com.au

healesville outreach

t (03) 9735 7900 **f** (03) 9739 4733
eeslilydale@each.com.au

yarra junction outreach

t (03) 9735 7900 **f** (03) 9739 4733
eeslilydale@each.com.au

each

partners in building healthy communities

main office

46 warrandyte road ringwood 3134 vic
t 03 9871 1800 **f** 03 9870 4688
info@each.com.au **each.com.au**

may 2009

groundwork

opening the door to employment
for people with disabilities -
toward a job of your choice



groundwork is a quality disability employment network service that assists people with a disability find employment then provides ongoing support to help sustain employment.

Groundwork has professional and highly skilled staff trained in working with people with mental health and general disabilities to help achieve your employment goals.

Groundwork assists people from the age of 15 who have an identified disability and want to work.

Groundwork encourages you to pursue the occupation of your choice.

Groundwork is a free service.

Groundwork provides professional, personalised and customised service to help you achieve the following:

- Establish employment goal
- Identify skills and abilities
- Determine training needs
- Training in job search skills and interview techniques
- Develop customised resumes and job applications
- Find employment in your preferred occupation
- Maintain employment with the support of Groundwork staff to settle into your new job.

A Job Capacity Assessment will ascertain your eligibility, after which a referral to **groundwork** can occur. Jobseekers can also enquire directly at any **groundwork** office.

If you have a disability, want to work and are prepared to work a minimum of 8 hours per week, **make groundwork your first choice.**

