

# Group sessions: session information: Guidance

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## Introduction

Group sessions allow a group of claimants to attend the jobcentre at the same time to receive information and support. They are facilitator-led and may cover a variety of subjects.

Attendance to group sessions can be voluntary or mandatory. For attendance to be mandated, there must be a tangible outcome to the session that will move the claimant closer to work. Mandated claimants will have their attendance recorded and agreed in their Workplan as part of their Claimant Commitment. For more information see Group sessions: Guidance.

## Group session titles and the purpose of each session

Title of session	Purpose of the session
Apprenticeships	To look at the benefits and opportunities that apprenticeships can offer.
Careers Advice	To deliver a range of careers advice, including CV writing, transferrable skills and more. These sessions are usually run by third party suppliers, for example National Careers Service.
CV Help and Support	To provide important information on how to create and maintain an excellent CV.
Employability Skills	To provide information on skills required to make a claimant a stronger candidate for work. These may include timekeeping and confidence. If the session is about a specific skill, this is shown in the Subtitle.
Employer Insight	To give claimants access to potential job opportunities and insight into the application process and is sometimes led by an employer. The specific employer the session is with will usually be shown in the Subtitle.

Essential Skills	To discuss the kinds of skills that are essential in the workplace, such as English, Maths and Digital Skills. If the session is about a specific skill, this is shown in the Subtitle.
Group Session with interpreter	Delivered with an interpreter in the claimant's language to help them engage with the topics discussed.
Health and Disability Employment Support	To provide information on the support available to overcome barriers related to health or disability. If this session is about a specific condition, this is shown in the Subtitle.
Health and Wellbeing	To promote awareness around health and wellbeing, with information on the help and support available.
Job Application Help and Support	To provide expert help for submitting an excellent job application.
Job Club	To deliver a wide range of support to help claimants find employment.
Job Interview Help and Support	To provide the guidance and support needed to help claimants succeed at job interviews.
Local Training Opportunities	To provide information on work and training opportunities in the claimant's local area.
Mentoring Circles	To deliver mentoring support on a range of topics, and is often led by an employer.
Midlife MOT	To deliver important information on topics such as health and wellbeing, pensions and retirement planning.
Moving Forward	Voluntary and interactive sessions to address challenges which are specific to the 50+ age group. The claimant will develop a personal action plan to help them access support and move closer to work.
Restart Scheme	To deliver help and support so the claimant knows what to expect from the Restart Scheme.
Sector-based Work Academy Programme (SWAP)	To provide information about what the claimant can expect from signing up to the Sector-based Work Academy Programme. These are not the SWAP sessions offered by MJO but are sessions to

	prepare claimants about what may be involved if they commit to a SWAP.
Self-Employment	To give the claimant important information and guidance on self-employment.
Understanding Universal Credit	To provide information and support to ensure the claimant understands Universal Credit. These sessions are to help claimants understand how Universal Credit works. Sessions may include topics such as how childcare costs work, the healthcare journey, conditionality.
Volunteering	To provide a greater understanding of volunteering and how the claimant can benefit.
Work Experience	To provide information and support on Work Experience, including potential benefits and opportunities.
Your Universal Credit account	To provide guidance and support on how a claimant can use their Journal and navigate their Universal Credit account.