



Paid Work Experience

A 6 month Paid Work Experience placement starting in September until Easter 2024 as a Business Support Assistant, with the opportunity to gain qualifications in business administration.

Term time, flexible hours based within one of our 7 East Lothian High Schools.

- Want to get back to work?
- Looking for a career change?
- Interested in boosting your CV?

Can you tick one of the following boxes?

- Lone parent
- Parent or child with a disability
- Parent with 3 or more children
- Parent from a minority ethnic background
- Parent with a youngest child under 1 year
- Parent under 25 years of age
- Other low income parents, e.g. Kinship Carers

If one of the above family groupings applies to you, we have placements with flexible hours to fit around your current family commitments.

What we offer

- ✓ Help to understand welfare benefits and a better off in work assessment
- ✓ 6 months Paid Work Experience placement in an East Lothian School
- ✓ An opportunity to gain qualifications in business administration
- ✓ 1:1 holistic employability support until you reach your goal



To find out more call East Lothian Works on **01620 827262** or email **elworks@eastlothian.gov.uk**


East Lothian
Council

east lothian
works