

My Life

Pathways to employment: expanding the reach through Train the Trainer sessions

My Life Legacy developed the Pathways to Employment (P2E) model to support more people into the PA role.

It invites potential PAs to attend five sessions to explore more about the role, the values you need to work in social care and gives them the opportunity to meet potential employers.

At the end suitable candidates are ‘matched’ to paid jobs or voluntary work.

Following My Life’s success with the model, they delivered a Train the Trainer session to other organisations across England, to support them to run their own P2E.

What is the Pathways to Employment model?

P2E is a model that supports the recruitment of PAs with the right values and skills.

My Life developed it to meet the challenges individual employers have of finding suitable PAs who would stay in the role.

It takes an asset-based approach to finding good quality PAs. It uses the concept of connection and conversation, and building trust and confidence to match the community with individuals who are looking for support.

The P2E workbook outlines how to run the course from start to finish.

[Download the Pathways to Employment workbook](#)

Finding local people and recruitment

The model starts off by finding local people.

My Life go out into the community and talk to individuals about being a PA and the values and skills they need.

They offer introductory sessions to people who are interested, which clearly state their expectations.

Suitable candidates then go through a ‘positive attitude’ application process – this is for people to see it is a privilege, not a right, to be involved.

The five day course

Successful candidates then go on a five day course, usually on a Friday or Saturday over five consecutive weeks. People must attend all five sessions to complete the course.

It’s based on values, building self-confidence, teamwork, asset-based community development, communication skills and meeting potential employers.



There are five sessions which are supported by induction booklets that cover topics such as first aid, health and safety and safeguarding adults.

- **Session one: Why things are like they are**
- **Session two: Person-centred practice**
- **Session three: Asset-based community development, combined with team building**
- **Session four: Understanding the service system**
- **Session five: Bringing everything together**

You can download the induction booklets and other supporting resources for each session from the [full recruitment model](#).

Throughout the course, My Life chase up references for potential PAs, do disclosure and barring checks and check through all social media sites.

Everyone who completes the course attends a graduation party where they invited family, friends and potential employers.

This party is also useful for individual employers as a way of recruiting PAs.

☾ **Sometimes the job of PA employer feels isolating, burdensome - today was a real relief, humorous - light at the end of the tunnel type of thing.**
Thank you. ☽

Support PAs into employment

At the end of the course My Life work with individual employers who are looking for PAs, to 'match' them to graduates from the course who have the right values and skills. In most instances they provide families with at least three graduates to select from.

My Life are a membership organisation, with the ethos that those who put something in (i.e. the

membership fee) will get something out.

Therefore individual employers who want to be matched with potential PAs pay a £5 per month or £60 per year membership fee. Provider organisations can also become members and access PAs for £1000 per year.

Train the Trainer session

My Life wanted to support others to use the P2E model, and invited other voluntary organisations to attend a Train the Trainer session. They did this mainly through social media.

In total 20 delegates from organisations across England attended, including four councils and clinical commissioning groups in East Lancashire, Bolton, Wigan and Hampshire, and five smaller voluntary organisations.

The training the trainers session included information about:

- an overview of the P2E sessions
- marketing P2E and recruiting PAs
- attending a real live course
- skills in presenting and delivery
- working with individual employers
- developing a successful peer support network.

They also taught delegates how to 'match' PAs to individuals. This is started as part of the course where they invite families to meet participants.

Delegates were offered the opportunity to attend the full five day Pathways to Employment course.

[Download the full recruitment model](#)

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Skills for Care recommends

We have lots of resources to help individual employers and organisations who support them to recruit, train and retain personal assistants.

Information hub for individual employers and PAs

This hub has links to resources to support people who employ their own care and support. It also has a section for supporting organisations and PAs.

www.skillsforcare.org.uk/iepahub

Individual employer funding

Skills for Care has funding available for individual employers to train themselves and their PAs.

www.skillsforcare.org.uk/iefunding

Finding and keeping workers

This online toolkit has lots of resources to support adult social care employers, including individual employers, with their recruitment and retention.

www.skillsforcare.org.uk/finderskeepers
