



First Steps

FIRST STEPS
YOUTH DEVELOPMENTAL
INTERNSHIP

Information for young jobseekers

Intreo



An Roinn Coimirce Sóisialaí
Department of Social Protection
www.welfare.ie



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EUROPEAN UNION
Investing in your future
European Social Fund

Where can I get more information?

For further information and guidelines,
go to www.welfare.ie or contact your local
Intreo centre

What is the *First Steps*?

First Steps is one of the youth focused actions Ireland has committed to delivering under the Irish Youth Guarantee. This initiative will be part funded by the European Social Fund and Youth Employment Initiative.

First Steps is a work placement scheme aimed at 18-24 year olds who are signing on the live register and who have limited or no experience of work, in particular those young people who would find it difficult to progress through candidate screening in a typical recruitment process.

First Steps could provide you with an opportunity to learn and develop various work skills and gain relevant experience in the workplace.

How does *First Steps* work?

- Placements are for 3, 6 or 9 months
- You attend an interview and the host organisation selects the potential intern/s
- A mentor is appointed to support you while on the internship
- You and the host organisation sign and abide by a written Standard Agreement that outlines what you will do during the internship
- The host organisation must complete a monthly compliance
- You are provided with a reference when you finish.

- A four-day week internship placement to allow for one day job search activity and training
- The placement will be for a minimum of 20 and maximum of 30 hours per week
- You will be assigned a 'work-buddy' to support you during the placement.
- Host Organisation helps you to identify and then delivers the specific training you require during your placement.
- You get priority access to schemes/training programmes for which you are eligible, on completion of your *First Steps* placement

Do I get paid as an intern?

Yes, interns on the *First Steps* scheme you will receive an allowance of €52.50 per week on top of your current social welfare entitlement. This will be payable for the period of the internship by the Department of Social Protection.

How do I avail of a placement under the *First Steps* scheme?

Jobseekers will be selected by their local social welfare office or Intreo Centre.

Participants must be:

- Aged 18–24 at commencement of programme.
- Unemployed for at least 12 months
- If unemployed less than 12 months be considered by a case officer to face a significant barrier in his/her efforts to find work **and**
- Referred by a case officer
- Currently in receipt of a live claim (Jobseekers Allowance, Jobseekers Benefit, One Parent Family Payment, Jobseeker Transition Payment, Disability Allowance, Blind Person's Pension and signing for Credits).
- Jobseeker's eligibility will be confirmed by DSP before referring them to potential host organisation for interview and selection.

Note: *First Steps* internships will not be advertised publicly. To find out more about *First Steps* in your local area, contact your nearest social welfare or Intreo office for further information and advice.