

**We support people in many ways:**



- Goal Setting
- Cover Letters & Application Forms
- CV Preparation
- Career Development
- Training & Education Support
- Accessing Funding & Subsidies
- Job Sampling
- Job Brokerage
- Voluntary Work
- Employer and Employee Support
- Support with Other Agencies
- Workplace Support
- Job Retention

# Te Ara Mahi

*Employment & Training Support*



## **To access our support**

Ask your health professional or case manager to refer you, or contact us first yourself to find out about eligibility for this free service.

Te Ara Mahi has offices in Nelson, Blenheim, Greymouth and Westport.

For general enquiries please contact:

# Te Ara Mahi

**25 Alfred Street, Blenheim**

**Tel 03 768 6802**

**Head Office:**

**2nd Floor, AON House,**

**241 Hardy Street, NELSON 7010**

**Mail to: P O Box 237, Nelson Tel**

**03 548 8120**

**[enquiries@tearamahi.co.nz](mailto:enquiries@tearamahi.co.nz)**

**[www.tearamahi.co.nz](http://www.tearamahi.co.nz)**

***All Te Ara Mahi offices are Smokefree***

# Te Ara Mahi



*Employment  
and  
Training  
Support*

*Our Mission Statement:*

**To creatively support people to achieve their employment, education and training goals and to promote recovery.**



## What does Te Ara Mahi do?

Te Ara Mahi works closely with people to help them identify clear employment goals and make progress towards achieving those goals. This can include looking for paid employment and taking on training that will lead to future employment.

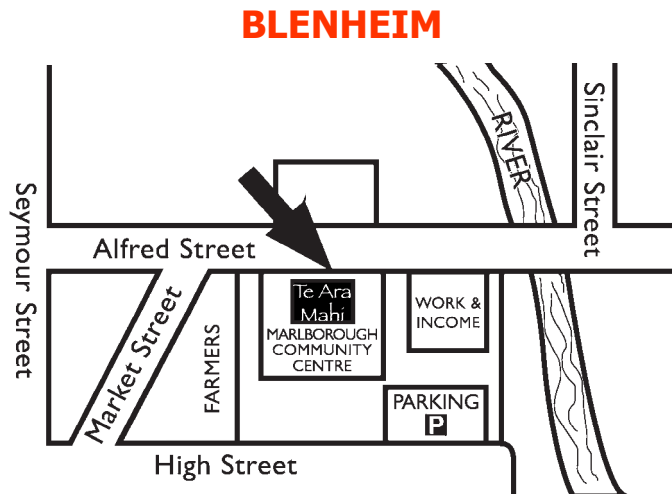
Steps along the journey towards paid work may include job sampling or voluntary work - anything that helps jobseekers gain/regain skills, improve motivation and build self-confidence.

We do not *place* jobseekers in jobs, but actively support people to find suitable and sustainable employment.

We support people who are eligible to use our service in practical ways that help them find *and keep* employment. We encourage jobseekers to develop strategies that help them define their own careers, build on strengths and work towards recovery.

We work creatively with people in a spirit of empowerment, helping them develop skills and techniques for employment now and in the future.

## How to find us



**MARLBOROUGH**  
**25 Alfred Street, Blenheim 7201**  
**Tel 03 577 9618**

**NELSON**  
2nd Floor, AON House,  
241 Hardy Street, Nelson 7010  
Mail to: PO Box 237, Nelson  
Tel 03 548 8120

**WEST COAST**  
109 MacKay Street, Greymouth 7805  
Tel 03 768 6802  
027 768 6802  
187 Palmerston Street, Westport 7825  
Tel 03 789 5321



## Our Philosophy

We work in a way that recognises and values the four cornerstones of wellbeing:

*Wairua (spiritual)*

*Hinengaro (psychological and emotional)*

*Tinana (physical) and*

*Whanau (family)*

We are a community based organisation that is respectful of the cultural diversity and needs of the people who use our service .

## Our Staff

Te Ara Mahi staff come from a wide range of careers, backgrounds and life experiences. They understand the needs of people with barriers to employment who are looking for meaningful employment, training or education.

Our staff have experience and qualifications in employment support, career guidance, social work and psychology.

Te Ara Mahi staff have a commitment to provide support that is professional, respectful, friendly and down-to-earth.