



Belong Aotearoa

Employment Guide

*Programmes to help you get the job
you're look for!*

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(Guide last updated 22 Sept 2020)

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1 Work Connect

**WORK
CONNECT**

- Free programme to help migrants find a job that uses their skills & knowledge.
- Funded by Immigration New Zealand and available in Auckland, Wellington, Hamilton and Christchurch.
- **Eligibility:**
 - For graduate international students & skilled resident migrants and their partners.
- **Will help you:**
 - Improve and tailor your CV and cover letter for each job application.
 - Prepare for a job interview.
 - Understand the NZ job market, how it is different from other countries and how to present your skills and knowledge to NZ employers.

- **For more information:**

Website: www.careers.govt.nz/work-connect/

Resources: www.careers.govt.nz/work-connect/work-connect-resources/

Free call: 0800 601 301

Email: CustomerService@tec.govt.nz

2 Pacific Work Connect

- Free service to help eligible Pacific migrants in Auckland become job-ready.
- Involves 10 hours of workshop and one-to-one career coaching, delivered by Pacific career consultants.
- **Eligibility:**
 - Check the website (link below)
- **You'll learn about:**
 - Knowing your skills and talents.
 - Available job opportunities.
 - How to look for a job that matches your skills.
 - How to be confident when talking to employers.

- **For more information:**

Website: www.careers.govt.nz/work-connect/pacific-work-connect/#cID_10010

Email: pacificworkconnect@tec.govt.nz



3 Pathways to Employment



- Helps former refugees plan their employment, education, training & career goals & find work. The programme is available in seven regions across NZ.

- **Services include:**

- Helping to plan employment and career goals.
- Assessing skills, including English language skills.
- Referrals to English or vocational training opportunities.
- Assisting with the writing of CVs and cover letters.
- Helping make appointments and get interviews, as well as coaching on interview skills.
- Finding work trials and work experience.

- **For more information:**

Website: www.redcross.org.nz/what-we-do/in-new-zealand/migration-programmes/pathways-employment/ (the brochure on the website is available in seven languages)

Free call: 0800 RED CROSS (733 276)

4 New Kiwi Career Success Course

- Free 2-3 day training course & follow-up workshop to help new skilled migrants find a job. Funded by Immigration New Zealand and available in Auckland, Tauranga, Rotorua and Whangerei, delivered by the New Zealand Chamber of Commerce network.
- **Eligibility:**
 - Legally able to work in New Zealand - must have a valid work visa or residency.
 - Not available for students.
- **You'll learn:**
 - Practical job search advice.
 - Advice to create a great, Kiwi-style CV.
 - Help to answer tricky interview questions.
 - How to develop a job search strategy.

For more information:

Website: www.newkiwis.co.nz/job-seeker/info-centre/advice/new-kiwi-career-success-course

Email: nkcs@chamber.co.nz

Phone: 09 263 8840

5 English Language Partners courses



- **Work Talk**

- Intensive 48-hour course over four weeks (12 hours per week).
- Develops your job-seeking skills & English for the Kiwi workplace.
- Learn how to approach employers with a suitable CV, respond to interview questions and develop your professional networking skills.
- Your English level needs to be intermediate and above (confident users of English).

- **English for Employees**

- Free 30 or 45 hour, part-time course.
- Improve your English skills for your job.
- Learn more about Kiwi workplace culture and how to communicate well with customers and staff.
- Focus on work-related literacy and numeracy.
- You must be a resident with a job (full or part-time).

- **For more information:**

Website: <https://www.englishlanguage.org.nz/learn-english-in-new-zealand/learn-english-for-work/>

Email: info@Englishlanguage.org.nz

Phone: 0800 FOR ESOL 04 471 2382

6 Migrant Careers Support Trust



- A non-profit charitable trust that provides support to migrant professionals to help them excel in their careers and settle into workplaces in New Zealand.
- Free training, webinars, counselling and other forms of support are available.

- **For more information:**

Website www.migrantcareers.org.nz/
Email: garry@migrantcareers.org.nz
Phone: 021 2924 519
 09 574 5220

7 Migrant Action Trust



MIGRANT ACTION TRUST
growing confident communities together

- A non-profit organisation where migrants support migrants to achieve a better life.
- Offers a free Job Support Webinar & Immigration Q&A, covering:
 - CV & cover letter writing.
 - Strategies for finding a job.
 - Immigration advice & Q&A with a licensed Immigration Adviser.

- **For more information:**

Facebook: www.facebook.com/migrantactiontrust/

Email: info@migrantactiontrust.org.nz

Phone: 09 629 3500

8 CNSST Job Seeker Services

- CNSST Foundation offers services to Asian new settlers, in particular those from China, Korea, Japan and Vietnam.
- Their free employment services for job seekers are funded by the NZ government.
- **Services include:**
 - Creation of a personalised CV.
 - Ways to job search.
 - Career advice and guidance
 - Job matching service and interview referral.
 - Interview tips and interview preparation.

- **For more information:**

Website: www.cnsst.org.nz/services/work/

Email: info@cnsst.org.nz

Phone: 09 570 1188

9 Belong Aotearoa (formerly Auckland Regional Migrant Services)

- A non-profit innovation & social change organisation working to address barriers to positive settlement for people from migrant and refugee backgrounds.
- **Belonging Through Employment Internship Programme**
 - Matches the skills & talents of partners of skilled migrants to businesses through an up to three-month paid (living wage) internship.
 - Interns gain local work experience, references & professional networks to help them re-establish their careers.
 - For more information:
 - Website: www.belong.org.nz/belongingthroughemployment
 - Email: yasmin@belong.org.nz
- **One-to-one coaching with a career advisor (user pays)**
 - 1.5 hour CV and cover letter coaching - \$80
 - 1 hour CV writing - \$65
 - 1 hour interview coaching - \$65
 - For more information: 09 625 2440

10 HOST Global Talent Programme



- HOST International NZ is a not for profit working to bring innovations and solutions to resettlement that are informed and led by communities.
- Their voluntary internship programme opens up employment opportunities & reduces barriers for tertiary-qualified refugee and migrant background candidates, in Wellington.
- **You'll gain:**
 - Practical NZ work experience.
 - A NZ referee for future job applications.
 - An understanding of Kiwi work culture.
 - An opportunity to put your skills into practice.
 - New professional networks.
 - Increased confidence in working in New Zealand.

- **For more information:**

Website: www.hostinternational.org.au/what-we-do/global-talent/

Email: globaltalent@hostinternational.org.nz

Ph: 027 295 8283

11 The Special Interest Group for Immigrant Engineers (SIGIE)



- SIGIE supports immigrant engineers into professional employment in NZ.
- **Services include:**
 - Training.
 - Professional development.
 - Employment and career counselling.
 - One-to-one interviews.
 - Reviewing CVs.
 - Networking.
- **For more information:**
 - Website: <http://sigie.org.nz/>
 - Email: secretary@sigie.org.nz

12 Dress For Success Auckland



- Provide women with the support & tools to gain employment & financial independence. Available in 8 locations across NZ.
- **Services include:**
 - One-on-one consultation including a complete interview outfit, make-up, jewellery, styling, plus job ready tips.
 - Resources, activities & opportunities via the Career Centre Going Places programme.
 - Plus more.
- **For more information:**
 - Website: <https://auckland.dressforsuccess.org/>
 - Email: admin@dfsa.org.nz
 - Phone: 09 377 2762
 - Book an appointment: www.workandincome.govt.nz/look-for-work/work-programmes/dress-for-success.html

13 Employment New Zealand

- The leading source of information on employment in New Zealand, part of the Ministry of Business, Innovation and Employment (MBIE). Offers helpful information such as:

Free Employment Learning Modules

Learn about essential employment information, such as:

- Introduction to your employment rights (*complete this module first - available in Samoan, Chinese, Tagalog, Hindi & Korean once you login*)
- Employment Arrangements
- Employment Agreements
- Pay & Wages
- Resolving Problems

Quick guide to employment mediation,

provides an overview of the mediation process and what to expect. Available in seven languages:

[English](#)

[Māori](#)

[Simplified Chinese](#)

[Hindi](#)

[Samoan](#)

[Tagalog](#)

[Tongan](#)

For more information:

Website: www.employment.govt.nz/

Phone: 0800 20 90 20

14 Job search websites

- www.seek.co.nz
- www.trademe.co.nz/a/jobs?bof=DKYduiY1
- <https://dogoodjobs.co.nz/>
- <https://www.newkiwis.co.nz/job-seeker>

15 Volunteering websites

- <https://seekvolunteer.co.nz/>
- <https://volunteeringauckland.org.nz/>
- www.volunteeringnz.org.nz/

If you know of other programmes to support people from migrant and refugee backgrounds into meaningful work, please email yasmin@belong.org.nz