



Support for Kiwi businesses

We're focused on getting people into work, getting them the skills they need to do that work, and helping them stay employed.



Whether your business is thriving and needing more workers or struggling and you're thinking about downsizing, reducing people's hours or closing, talk to us before you make any decisions.

We can provide regional support and advice for you and your employees.

If you're reading this information online, you can click on a topic below to jump to additional information. If you're reading a printed copy, the topics have been colour coded.

How we can help you keep kaimahi whānau employed



Te utu kaimahi i te roanga

o te KOWHEORI-19

Paying staff through COVID-19

There's financial support available for businesses with workers affected by COVID-19 as alert levels change.

Paying affected workers at all COVID-19 alert levels

If workers are directly affected by COVID-19 there's support available for businesses to help keep paying them at any alert level. It's important workers tell their employer about their situation as the employer needs to make the application.

The **Short-Term Absence Payment** is available to employers to help pay workers (including people on casual contracts) who can't work from home while they wait for a COVID-19 test result (in line with public health guidance).

→ www.workandincome.govt.nz/short-term-absence-payment

The **COVID-19 Leave Support Scheme** is to help employers pay workers (including people on casual contracts) who can't work from home and meet certain health criteria.

For example, they have COVID-19 or are defined by Ministry of Health as a 'close contact' who has been told to self-isolate for 14 days.

→ www.workandincome.govt.nz/leave-support-scheme

When business revenue drops

COVID-19 Wage Subsidies have been made available during COVID-19 Alert Level escalations. This is so businesses can keep paying workers (including those on casual contracts) and protect jobs. The Government has said a COVID-19 Wage Subsidy will be in place if there's an escalation to Alert Levels 3 and 4 anywhere in New Zealand for 7 days or more.

Information about COVID-19 wage subsidies will be published on this webpage:

→ www.workandincome.govt.nz/covid-19



Ratonga kimi kaimahi

Free recruitment services

We offer a range of free employment services to help your business, including:

- help to recruit staff
- financial support to take on new staff

- training opportunities to help new staff gain the necessary skills
- partnerships to support business and industry.

We have more than 400 employment-focused staff across New Zealand supporting employers and job seekers in all areas of employment.

Recruitment services

We offer free recruitment services to help find the right candidate. We'll work with you to understand your needs and connect you with people we think will be a good fit in your businesses. For example, we can advertise vacancies, shortlist candidates and coordinate the interview process.

To support people whose jobs have been impacted by the economic fallout of COVID-19, we've introduced:

- a free job board where you can list vacancies and connect with New Zealanders looking for work
→ www.jobs-during-covid.workandincome.govt.nz/hello
- a seasonal recruitment portal
→ www.worktheseasons.co.nz

Support for wages and training

There are lots of ways we may be able to support this, including:

- a financial contribution to wages and pre-employment, in-work or short-term training
- ongoing support and advice to help new staff settle into your workplace
- supporting candidates with a health condition or disability into work, through a financial contribution to wages, workplace modifications or on-the-job support.



Kaupapa whakawhanake

Employment programmes

We offer a range of employment programmes, supporting employers to employ job seekers and people at risk of redundancy who need additional support or training to take on a role.

Flexi-wage

If you can retrain staff for a different role or have a business that can hire staff, ask about Flexi-wage. We may be able to help with a wage contribution, in-work support or training while the new employee gains the skills needed for the job.

→ www.workandincome.govt.nz/flexi-wage

- **Mana in Mahi** may be available if you hire one of our candidates who is keen to gain an industry qualification.
Support includes funding and on-the-job support.
If you want to hire, train and employ staff in large numbers across multiple regions, ask about Mana in Mahi and Skills for Industry.
→ www.workandincome.govt.nz/mana-in-mahi
- **Skills for Industry** may be available if candidates need industry-specific skills for a job. This would include funding and support to help with short-term pre-employment or in-work training.
→ www.workandincome.govt.nz/skills-for-industry
- **Apprenticeship Boost** provides monthly payments to help you keep existing or take on new apprentices.
→ www.workandincome.govt.nz/apprenticeship-boost
- **Mainstream programmes**
We may be able to help with wage subsidies, other funding and on-the-job support when you hire a candidate with a disability.
→ www.workandincome.govt.nz/mainstream-programmes
- **Modification Grant**
Funding may also be available for modifications or equipment for employees who have a disability or health condition.
→ www.workandincome.govt.nz/modification-grant
- There's a free mentoring service for employers and their new staff.
→ www.tehekemai.co.nz
- We can also provide **support once your employee starts work**, including ongoing post-placement support and advice to help you manage any challenges that come up.
→ www.workandincome.govt.nz/in-work-support



Pūtea hāpai tuku Redundancy support

If you're thinking you might need to make staff redundant or reduce their hours, we can provide 'Rapid Response' confidential support and advice for you and them (whether you're downsizing, closing or relocating).

We can:

- talk with you about your situation
- coordinate services with other agencies including:
 - Inland Revenue
 - Careers New Zealand
- help your employees with:
 - identifying their skills
 - finding another job
 - identifying re-training/upskilling opportunities
 - accessing financial support.

Call Employer Services **0800 778 008** to be connected to our regional team.

Retraining for free

We can tell your staff about further training they might be interested in, to upskill. Some tertiary institutes have reduced or waived their fees for people experiencing redundancy and some courses are available online.

We can tell them of any free training available through local tertiary institutes and the type of training courses available through other community or industry groups.

\$5k to work

As well as helping your staff look for new work or training, we may be able to help with the costs of getting started in a new job.

If they have to move to take up a new job, they may be able to get a lump sum payment of \$5,000, which is not taxed. They'll need to be eligible for a benefit and have a confirmed job that meets our criteria.

→ www.workandincome.govt.nz/5k-to-work



Akoranga utu kore Free coaching

Te Heke Mai is a coaching programme that provides wrap around support for people looking for work, in training or starting a new job. Through a digital app and real life coaches, participants are supported and coached to set and achieve goals. It's available with and without employer participation.

→ www.tehekemai.co.nz



Pūtea āwhina

Help with essential costs

Work and Income may be able to help you or your employees, even if you're working.

If you can't work at the moment, have lost your job, or are working fewer hours, you may be able to get a benefit or some other financial help from us.

If you're struggling to pay your rent or your bills, you might be able to get some help – even if you're still working or on a low income.

If you need help with essential costs

Depending on your situation, there are lots of other ways we may be able to help you and your family. You don't need to be on a benefit to get help, it's also available to people on a low income. We could help with:

- food
- accommodation costs (rent, mortgage, board)
- power, gas and water bills or heating
- medical and dental costs

Find out more

Even if you don't think you qualify, contact us to talk about your situation.

Find out about support for you and your whānau during COVID-19.

Go to:

→ www.workandincome.govt.nz/covid-19

Or visit:

→ www.workandincome.govt.nz and click on **Check what you might get.**



Tūhono

Connected

Connected is a service to help New Zealanders connect to the wide range of employment, education and training support and advice available through government agencies, including Work and Income.

It's for businesses, people looking for help to find a job, people worried about keeping the job they have, and those looking for education and training advice and opportunities.

Connected includes a website, phonenumber and face-to-face service (no appointment needed):

→ www.connected.govt.nz



Mahi tahi

Working with us

We're here to help you find, train and retain great people.

Call our Employer Services, **0800 778 008**, or find more information on our website

→ www.workandincome.govt.nz/employers