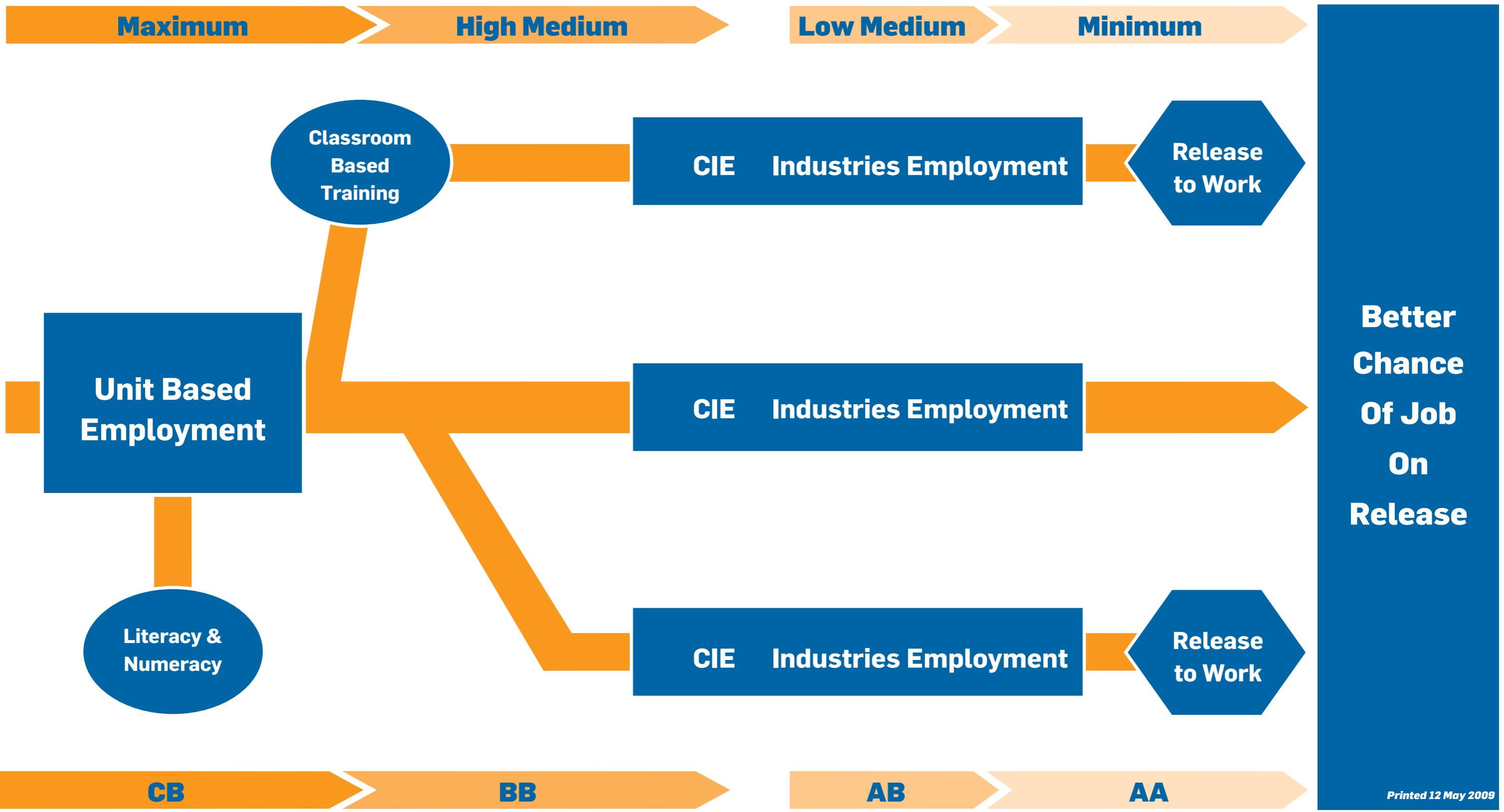


Prisoner Employment Information



Employment Career Pathway



**Better
Chance
Of Job
On
Release**

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Introduction

Purpose of Prisoner Employment

There are several purposes to Prisoner Employment Activities:

- To provide you with the opportunity to learn basic work skills such as timeliness, communication, work ethic, teamwork, motivation, producing a quality product and following Health & Safety procedures.
- To provide you with the opportunity to learn technical skills and earn qualifications at no cost to you, which will assist you in gaining a job.
- To provide you with the experience of working in a business-like environment, preparing you for securing a legitimate job on release.

Purpose of this Information Brochure

The purpose of this information brochure is to tell you about work and training opportunities available while you are in prison.

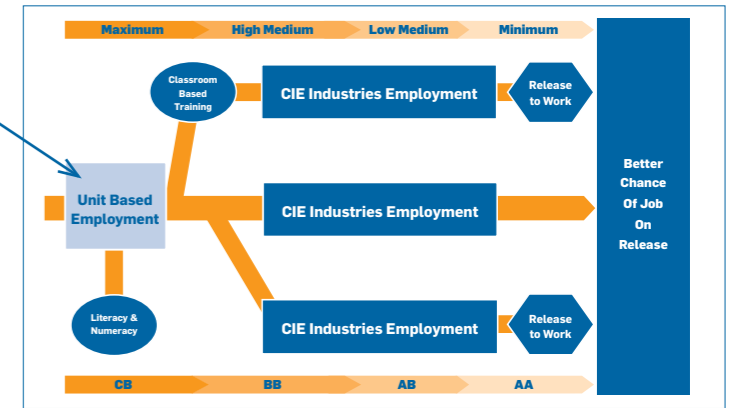
There is an employment career pathway you can follow, including Unit Based Employment, Literacy and Numeracy Training, Classroom Based Training and CIE Industries Employment which involves 8 different workstreams, as well as Release to Work.

Table of Contents

Employment Career Pathway	Page 2-3
Unit Based Employment and Literacy and Numeracy Training	Page 5
Classroom Based Training and CIE Industries Employment	Page 6
Engineering and Concrete Manufacturing	Page 7
Carpentry	Page 8
Horticulture	Page 9
Hospitality	Page 10
Farming & Forestry	Page 11
Construction and Motor Trades	Page 12
Grounds Maintenance	Page 13
Technical Trades	Page 14
Release to Work	Page 15

Unit Based Employment

- Unit Based Employment involves work activities such as servery work and wing cleaning.
- You can undertake this work at the same time as education programmes, other programmes, and CIE Classroom Based Training, much like students still have jobs to support themselves while they are at university.
- You will develop responsibility, work ethic, teamwork practices.
- You undertake employment in your own unit.



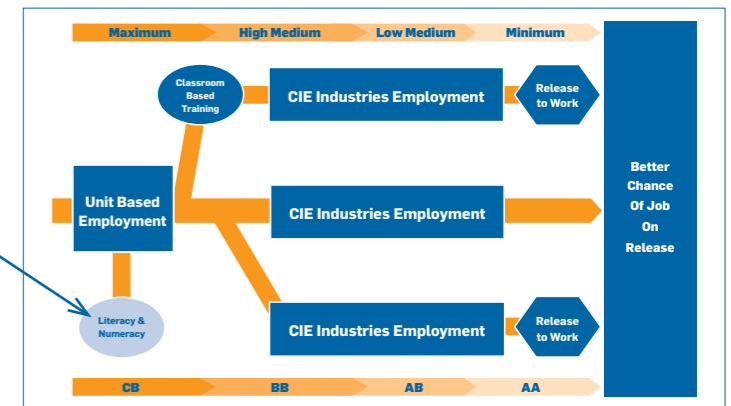
Yard Cleaning.



Wing Cleaning.

Literacy and Numeracy Training

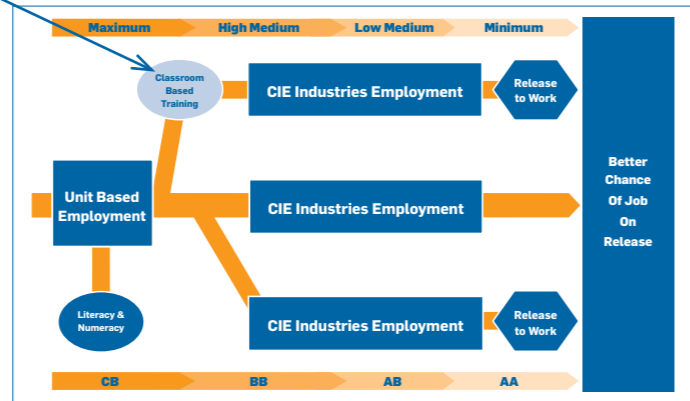
- If you want to improve your reading, writing and basic maths.
- Includes a range of other skills needed in modern society, for example filling in forms, budgeting, understanding official letters or reading instructions.



Literacy and Numeracy Training.

Classroom Based Training

- This prepares you for CIE Industries Employment by working towards quality trade and technical National Certificate courses in the following industries, e.g:
 - Elementary Construction
 - Forestry
 - Horticulture
 - Elementary Engineering
 - Hospitality.
- The Training can be completed alongside other programmes and Unit Based Employment.
- The training is delivered within the prison in a classroom-based setting with hands-on experience.



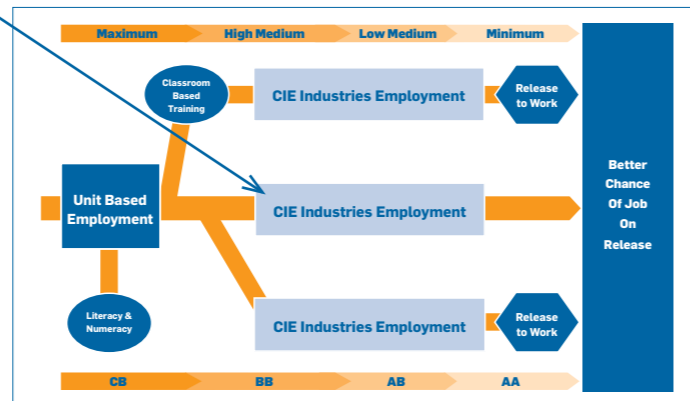
Classroom Based Training.



Working towards qualifications.

CIE Industries Employment

- CIE Industries Employment is on-the-job training and hands-on experience in a CIE industry/business.
- Training is delivered by qualified CIE Instructors.
- Prisoners can earn NZQA credits that count towards National Certificates.
- Prisoners can learn skills needed to work effectively in business-like environments e.g:
 - Communication and co-operation skills
 - Timekeeping
 - Positive work attitude and motivation
 - Teamwork
 - Meeting deadlines
 - Adherence to Health & Safety standards and protocols
 - Industry specific skills.



Working in a CIE kitchen.

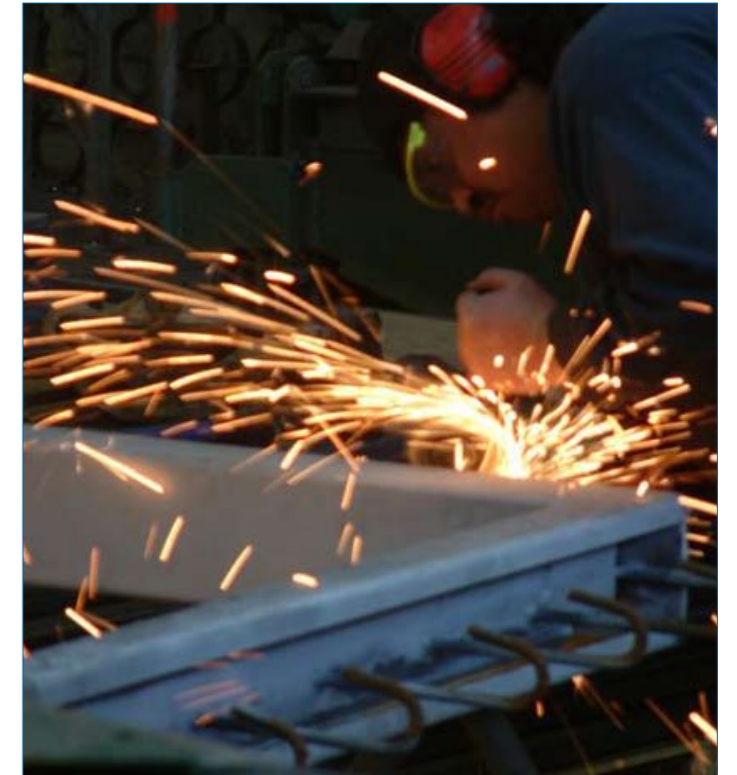


Textile manufacturing.

Engineering and Concrete Manufacturing

Jobs Available in the Community

- **Welders** make, join and repair metal parts for machinery and equipment such as motor bodies, trailer units, containers, truck frames and bridges.
- **Sheet Metal Workers** make vents, machine guards and roof flashings.
- **Concrete Workers** prepare boxing, place and finish, clean down and seal concrete, as well as placing reinforcing steel into concrete.
- **Crane Operators** lift and move objects such as parts of buildings, water tanks, concrete panels, building equipment, boats or machinery.
- **Market Pay Rate:** \$12–\$25 per hour, approx. \$480–\$1,100 per week.
- **Prospects:** skills in high demand.



Using angle-grinder in CIE engineering workshop.



Pouring concrete in CIE precast yard.

Employment Career Pathway

- **Classroom Based Training** – Certificate in Elementary Engineering.
- **CIE Industry Employment 1** – on-the-job training and hands-on experience in an engineering workshop, which can lead to National Certificate in Engineering Level 2 and trade qualifications in welding, powder coating and forklift operations.
- **CIE Industry Employment 2** – on-the-job training and hands-on experience in a precast concrete yard, which can lead to a National Certificate in Concrete Construction and a National Certificate in Mobile or Tower Crane Operation.

Carpentry

Jobs Available in the Community

- Carpenter, Hammer Hand, Furniture Assembly, Builder's Labourer, Joinery Worker.
- **Tasks:** building, repairing and installing structures such as foundations, walls, roofs, windows and doors in large and small buildings.
- **Market Pay Rate:** \$13–\$23 per hour, approx. \$520–\$920 per week.
- **Prospects:** building skills in high demand, assembly skills in medium demand.



Prisoner working in CIE joinery workshop.



Bedroom furniture manufactured in CIE joinery workshop.

Employment Career Pathway

- **Classroom Based Training** – Level 2 and Level 3 credits towards a National Certificate in Carpentry.
- **CIE Industry Employment** – on-the-job training and hands-on experience in a joinery workshop or building refurbishment site. Training will lead to further unit standards for the National Certificate in Carpentry and Limited Diploma in Furniture.

Horticulture

Jobs Available in the Community

- Orchard Worker, Market Gardener, Nursery Worker.
- **Orchard Workers** and **Market Gardeners** work in orchards and market gardens where fruit and vegetables are grown to be eaten or used in products such as juices and sauces.
- **Nursery Workers** grow young plants, flowers, trees and shrubs for sale or for use in parks and gardens.
- **Market Pay Rate:** \$12–\$20 per hour, approx. \$360–\$800 per week. Seasonal picking work pay rates vary, either hourly basis or on volume picked.
- **Prospects:** skills in high demand.



Organic vegetables grown in CIE organic gardens.



Azalea shrub grown in CIE nursery.

Employment Career Pathway

- **Classroom Based Training** – Certificates in Elementary Horticulture.
- **CIE Industry Employment** – on the job training and hands-on experience in nurseries or organic market gardens. Training can lead to a National Certificate in Horticulture and the Growsafe Certificate.

Hospitality

Jobs Available in the Community

Catering:

- Catering Assistant (Dish Washer, Kitchen Steward, Pantry Hand, Salad Hand), Commis Chef, Short Order Cook.
- **Catering Assistants** wash dishes, clean the kitchen and serving areas in eating places. They may also help kitchen staff prepare food, such as chopped vegetables, for serving to the public.
- **Commis Chefs** prepare and cook food in hotels, restaurants, cafes and bars.
- **Short Order Cooks** prepare, cook and serve food in cafes, bars or fast food outlets. They may also work for caterers.
- **Market Pay Rate:** Catering Assistants \$12–\$14 per hour; Cooks and Chefs \$440–\$860 per week.
- **Prospects:** skills in medium demand.

Laundry:

- Laundry Assistant, Washing Machine Operator, Presser.
- **Tasks:** wash, dry, press, fold and return laundry. Operate washing machines and presses.
- **Market Pay Rate:** \$360–\$640 per week.
- **Prospects:** skills in high demand.



Prisoner sorting laundry.



Bulk food preparation.

Employment Career Pathway

- **Classroom Based Training** – Certificates in Elementary Cookery.
- **CIE Industry Employment** – on the job training and hands-on experience in kitchens and laundries. Training can lead to National Certificates in Cookery, Catering and Laundry operation.

Farming & Forestry

Jobs Available in the Community

Farming:

- Farm Hand, Labourer, Dairy Milker, Shepherd.
- **Tasks:** Farm hands assist in a variety of duties concerned with: the growing of crops; caring for livestock and other farming activities, including fencing and general maintenance.
- **Market Pay Rate:** \$345–\$540 per week depending on experience. Accommodation is often supplied.
- **Prospects:** skills in medium demand.

Forestry:

- Forestry Worker, Silviculturist.
- **Tasks:** Preparing and planting seedlings, weed control, tree pruning and thinning.
- **Market Pay Rate:** \$390–\$950 per week, often on a piece-rate system.
- **Prospects:** skills in medium demand.



CIE Instructor teaching prisoners on dairy farm.



Transporting forestry logs.

Employment Career Pathway

- **Classroom Based Training** – Certificate in Elementary Forestry and training towards a National Certificate in Agriculture Level 2.
- **CIE Industry Employment** – on-the-job training and hands-on experience on sheep, dairy or pig farms, or on forestry crews. Training can lead to National Certificate in Agriculture level 2, National Certificate in Forest Foundation Skills and Certificate in Forklift Operation.

Construction and Motor Trades

Jobs Available in the Community

- Carpenter, Hammer Hand, Builder's Assistant, Plasterer, Painter, Plumber, Residential Electrician, Vehicle Service Technician, Motor Mechanic, Automotive Engineer.
- **Tasks:** House construction and repairs, Gib installation and stopping, prepare and finish surfaces for plastering and painting, install residential plumbing, install residential wiring and lighting, repair and maintain motor vehicles.
- **Market Pay Rate:** \$12–\$25 per hour, \$380–\$850 per week.
- **Prospects:** skills in moderate to very high demand.



Inside of building refurbishment.



Plumbing installation.



Repairing vehicle engine.

Employment Career Pathway

- **Classroom Based Training** – Prerequisite training towards National Certificates in Carpentry, Painting, Solid Plastering, Roofing, Plumbing and Electrical Supply.
- **CIE Industry Employment** – on the job training and hands-on experience in carpentry, plastering, painting, plumbing, and electrical work in prison buildings and building refurbishment sites; and mechanical repairs in garages.

Grounds Maintenance

Jobs Available in the Community

- Grounds Person, Green Keeper.
- **Tasks:** Grounds People and Green Keepers manage and maintain the grass, tracks and gardens in sports fields, golf courses, public areas, schools and parks.
- **Market Pay Rate:** \$380–\$760 per week.
- **Prospects:** skills in medium demand.



Prisoner pruning plants in prison grounds.



Prisoner maintaining prison grounds.

Employment Career Pathway

- **Classroom Based Training** – Certificate in Elementary Horticulture.
- **CIE Industry Employment** – on the job training and hands-on experience in internal and external grounds maintenance crews and contract work parties. Training can lead to National Certificates in Horticulture Level 2.

Technical Trades

Jobs Available in the Community

Assembly:

- Electronic Equipment Assembler, Process Worker, Production Assistant, Textiles Worker.
- **Tasks:** Join parts and wires together to make electrical goods, e.g. switchboards, and/or electronic equipment such as car audio systems and telecommunications systems, photocopiers; assembling clothes.
- **Market Pay Rate:** \$440–\$670 per week.
- **Prospects:** skills in medium demand.

Warehousing:

- Warehouse Worker, Distribution Centre Worker.
- **Tasks:** Load and unload trucks and containers, record goods coming in and going out; pack, wrap and label goods for storage and delivery, restock warehouse shelves, operate trolleys and forklifts.
- **Market Pay Rate:** \$340–\$540 per week.
- **Prospects:** skills in medium demand.

Printing:

- Graphic Designer, Graphic pre-press worker, Off-set printing, Digital Print Operator, Print Finisher.
- **Tasks:** preparation, production and publishing of printed materials, including typesetting, image assembly, manipulating graphics, doing design and layout, and preparing computer files; setting up and operating sheet-fed printing machines; trimming, stapling and finishing printed items.
- **Market Pay Rate:** \$480–1,600 per week.
- **Prospects:** skills in medium demand.

Plastics Manufacturing:

- Plastics Machine Operator, Plastics Die Setter, Plastics Process Technician.
- **Tasks:** Operate machinery to make plastics products.
- **Market Pay Rate:** \$12–\$25 per hour.
- **Prospects:** skills in moderate to high demand.



Assembling light fittings.



Operating forklift at CIE Distribution Centre.



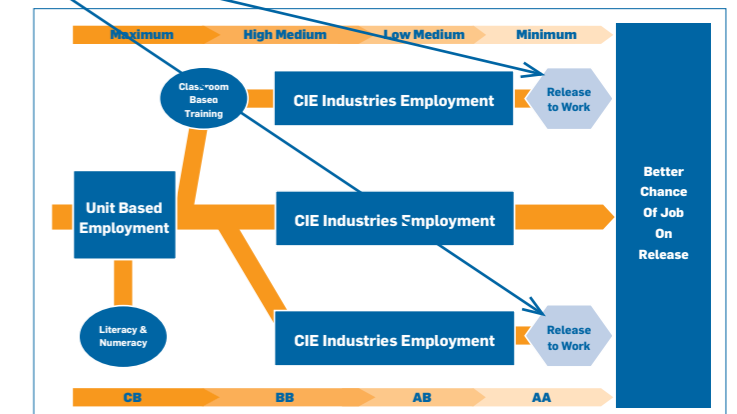
Printing.

Employment Career Pathway

- **Classroom Based Training** – Certificate in Forklift Operation.
- **CIE Industry Employment** – on the job training and hands-on experience in electrical componentry assembly, forklift operation, warehousing, inventory and distribution, clothing manufacture, off-set and digital printing and plastics welding.
- Training can lead to National Certificates in Electrical Equipment, Warehousing and Distribution, Clothing Manufacture, Digital and Off-set printing (up to Level 3).

Release to Work

- Allows you to be temporarily released during the day to work in ordinary jobs in the community.
- Opportunity to be employed and to be paid wages.
- You apply skills learnt in CIE industries in real jobs.
- Assists in providing a smooth reintegration into the community and possibly set up a permanent job for you on release.



Welding.



Roading.

What Next?

You can contact your:

**Case Manager /
Custodial Officer**

PCO

and take the information to your

Sentence Planner

to ask about employment
and training opportunities
at your prison.