



## working for everyone

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# How-to Guide | Getting English language support

### This guide will help you to:

- Find support if you have limited English language skills
- Understand how your background can benefit an employer

**Note:** Use this guide with the help of an English speaker  
– for example, a consultant at a jobactive employment service provider.

## Step 1 | Find support

If you have limited English or English is your second language, these organisations can help.

- **Skills for Education and Employment (SEE) Program** | [www.education.gov.au/skills-education-and-employment](http://www.education.gov.au/skills-education-and-employment)

Language, literacy and numeracy training for eligible job seekers.

- **Adult Multicultural Education Services (AMES)** | [www.ames.net.au/](http://www.ames.net.au/)

Australia's largest provider of English training, employment support and settlement services for migrants.

- **The Refugee Council** | [www.refugeecouncil.org.au/](http://www.refugeecouncil.org.au/)

Information to help refugees in Australia to find work.

- **Victorian Multicultural Commission Community Directory** | [www.multicultural.vic.gov.au/resources/community-directory](http://www.multicultural.vic.gov.au/resources/community-directory)

A list of multicultural organisations in Victoria, including migrant resource centres, community language schools, ethnic media and multicultural services.

- **Live in Victoria – Skilled Migrants** | [www.liveinvictoria.vic.gov.au](http://www.liveinvictoria.vic.gov.au)

Information for skilled migrants who have overseas qualifications, helping them to understand Australian job advertisements.

## Step 2 | **How your background can benefit an employer**

Australia is a multicultural society.

You may be able to use your language and cultural skills to work with both customers and possible business partners from certain cultural groups and international communities.

This can be valuable to an employer.

### **Handy hints:**

- **Find companies** that service people in your cultural community, where your background and language skills will be useful. For example, Australian banks often employ people who can speak Asian languages to work in their Chinatown branches.
- **Increase your network** by getting in touch with local community groups or ethnic media.
- **Start volunteering.** This is a great way to learn about Australian work culture, build your network and improve your language skills.

### **Find related guides on our resources page**

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