



## working for everyone

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# How-to Guide | Getting support for a disability or a mental illness

### Use this guide to help you:

- Understand the various support services available
- Prepare yourself for your job search

The [Organisations that hire employees from all backgrounds fact sheet](#) in our [additional resources](#) may also be useful

## Step 1 | Find support or training while you are searching for a job

- **Mental health.** A number of organisations support job seekers who have mental health issues. They include:  
Work Australia | <http://atworkaustralia.com.au/>  
Mind Australia | <https://www.mindaustralia.org.au/>  
Neami | <http://www.neaminational.org.au/>
- Local organisations such as **Melbourne City Mission** can help you with finding a job and with housing arrangements.  
<http://www.melbournecitymission.org.au>
- **Job Access** is a website managed by the Australian Government. It is a national hub for workplace and employment information for people with a disability. [www.jobaccess.gov.au](http://www.jobaccess.gov.au)
- **Australian Disability Enterprises** – ADEs are generally not-for-profit organisations that provide employment opportunities for people with a disability. <https://www.australiandisabilityenterprises.com.au/home/>
- **Diversity Council Australia** can provide information about diversity-friendly employers. <https://www.dca.org.au>

## Step 2 | Focus on your strengths and be prepared

- **Be confident** – Employers are focused on finding the right ‘fit’ for their workplace, so make sure you understand the organisation and its values. Be prepared to talk about your strengths and achievements in previous jobs. You may also want to share samples of your work.
- **Do your research** – Research the organisation. In addition to finding out about how the employer operates and their values, find out whether they have a diversity policy and actively support workers with disabilities.
- **Have a management plan** – Make sure you can confidently explain to an employer how your disability will not affect your job performance, and actions you can take to make it work. Your comfort with your disability will help your employer feel comfortable.
- **Discuss only what is necessary.** Think about the difference between your ‘disability’ and your disability job-related limitations:
  - If your disability may affect your ability to perform the tasks of the job that you’re applying for, the employer may need that information to properly evaluate and accommodate you.
  - If your disability won’t affect your ability to perform the job and you won’t need to be accommodated for it, then employers generally don’t need to know about it.

With the right support, people with a disability or mental illness can find meaningful and satisfying work. But if you feel that your physical or mental disabilities may prevent you from working, talk to your *jobactive* consultant about being re-assessed through the **NDIS (National Disability Insurance Scheme)** (1800 800 110 or [www.ndis.gov.au](http://www.ndis.gov.au)).

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Produced November 2017