

# Back to Work Jobseeker Support

## 2025-26 Funding Guidelines

### Introduction

The Back to Work program offers a range of services to support employers to address workforce challenges and to support jobseekers to gain and retain employment.

### Jobseeker Support

Jobseeker Support is one of the initiatives under the Back to Work program. It provides financial assistance to disadvantaged jobseekers to secure ongoing employment and supports individuals where there is an economic barrier to gaining or retaining employment.

Jobseeker Support provides eligible individuals access to financial support to help gain employment.

Jobseeker Support is administered by the Department of Trade, Employment and Training (DTET).

### Who is eligible to receive support?

Jobseeker Support is available to jobseekers who identify as belonging to one or more of the following target groups:

- Young people aged 15-24 years (unemployed minimum of 8 weeks);
- First Nations people (unemployed a minimum of 8 weeks);
- people with disability (unemployed a minimum of 8 weeks);
- culturally and linguistically diverse people (unemployed a minimum of 8 weeks);
- long-term unemployed people (unemployed for 52 weeks or longer).

### For individuals currently supported under Back to Work through Incentives Payments and Youth Boost:

Back to Work supported employees at risk of losing employment must make contact with the local DTET Team. The contact details of these regional offices can be found under relevant locations on the Back to Work website: <https://www.business.qld.gov.au/running-business/employing/hiring-recruitment/back-to-work>

DTET Regional Teams can assist the impacted employee and employer with access to the Harrison Tool for Retention and the Small Business Support Pool.

### What support can be accessed?

Jobseeker Support provides financial support to eligible individuals on a case-by-case basis to address barriers to employment including costs associated with:

- driving lessons
- White Card, Blue Card, Yellow Card fees
- machinery tickets or other licences
- funding to purchase identification (birth certificate/driver licence/18+ card),
- uniforms and appropriate tools and equipment relevant to the chosen career path.

Funds under Jobseeker Support cannot be used to:

- purchase assets or capital equipment (e.g. items greater than \$500)
- supplement wages.

To avoid duplication of services, funding is not available for the same services being delivered through other initiatives or programs including Skilling Queenslanders for Work or Australian Government initiatives.

Funding must be linked to a genuine employment opportunity. If the eligible jobseeker requires support outside of what is listed above, they may request consideration based on their individual circumstances.

### How is the support accessed?

Eligible jobseekers must make contact with the Back to Work team in the first instance.

Only one application per jobseeker will be accepted.

Requests for funding can be emailed to [backtowork@desbt.qld.gov.au](mailto:backtowork@desbt.qld.gov.au)

Requests must be from the jobseeker directly and must include:

- details on the financial support they are requesting
- evidence of how this support will result in an employment opportunity (e.g. employment contract, letter of offer or request from potential employer)
- a minimum of one quote for services or items to be purchased.

**Please note: referrals from RTOs or employment agencies will not be accepted.**

## **How many times can support be accessed?**

Eligible jobseekers can only access Jobseeker Support **once**.

Support can be provided for up to 12 months per applicant, depending on the nature of the support required.

## **What level of funding per applicant is available?**

All requests for funding will be assessed on a case-by-case basis as identified support requests will be tailored to meet an individual's need.

It is expected that the total combined support per application will not exceed \$3000, however, in certain circumstances, this may be exceeded at the Department of Trade, Employment and Training's discretion.

## **Expected outcomes**

Jobseeker Support aims to increase the employability skills of jobseekers and equip individuals with the skills and supports necessary to gain and maintain long-term employment.

## **What happens if the program is discontinued?**

Advice will be published on the Back to Work website if funding is no longer available or the program has been discontinued.

## **Privacy and confidentiality**

The Privacy Collection Notice included in provision nine of the Back to Work Terms and Conditions available on the Back to Work website sets out how information collected as part of the application process will be used by the Queensland Government.

Broadly, the information can be used to evaluate, administer, assess, monitor and audit compliance with the eligibility criteria for the program in order to support delivery of the Back to Work program.

Applicants must provide information for the purposes of assessing eligibility and must consent to disclose their personal details for the purposes set out in the privacy statement in the Terms and Conditions.

For further information about the management of personal information, please email the Privacy Contact Officer at [corporate.legal@desbt.qld.gov.au](mailto:corporate.legal@desbt.qld.gov.au)

## **Human Rights consideration**

The intention of the *Human Rights Act 2019* (the Act) is to ensure every person in Queensland is treated equally and without discrimination.

Although the eligibility criteria under Back to Work is not extended to all Queenslanders and therefore may limit the rights of those that are unable to access it, this is described as reasonable and justifiable under the Act (Section 13(2)) as the intent of Back to Work aims to achieve the purpose of the Act by supporting and encouraging equitable participation across a broad range of cohorts that generally face barriers to their participation in the labour market.

## **Contact us**

Website: <http://www.business.qld.gov.au/backtowork>

Phone: 13QGOV (13 74 68)

Email: [backtowork@desbt.qld.gov.au](mailto:backtowork@desbt.qld.gov.au)

## **Need help in your language?**

Call 1800 512 451 and ask for an interpreter. If you require further assistance, please contact the Back to Work team.