



EXIT AWARDS QUALIFICATIONS

Receive an award for every completed module

- Job Search Skills – 4 ECTS
- Holistic Wellbeing – 4 ECTS
- Work Ethics – 4 ECTS
- Basic Computer Skills – 4 ECTS
- Basic English – 4 ECTS
- Basic Finance – 4 ECTS
- Independent Living – 4 ECTS
- Work Practice – 4 ECTS

Full Programme , Level 4

Qualification – 32 ECTS

STIPEND

- Eligible participants may receive a training stipend.

TRANSPORT TRAINING

- You may receive support to learn how to use public transport independently



METHODOLOGY

The programme includes:

- Interactive lessons and workshops
- Practical activities and assignments
- Work practice
- Job coaching and support

You will receive personal guidance throughout the programme.



ABOUT LSF

Lino Spiteri Foundation supports people with disabilities to build skills, confidence, and experience for employment.

LSF Academy is a licensed Further Education Institution accredited by MFHEA.

LICENCE NUMBER:
2025-003.



Malta
Further & Higher
Education Authority

GET IN TOUCH

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🌐 www.linospiterifoundation.org



LSF ACADEMY
Further Education Institution
Licence Number 2025-003

PRE-TERTIARY CERTIFICATE IN

HEADSTART FOR EMPLOYMENT

Skills for Work. Confidence for Life.

A Level 4 programme to help you get ready for work.

SKILLS FOR WORK. CONFIDENCE FOR LIFE.



ABOUT HEADSTART

WHO IS THIS PROGRAMME FOR?

This programme may be for you if:

- Aged 16+
- You are looking for a job
- Registered on the **National Register for Persons with Disability**

WHAT YOU NEED

- Aged 16+.
- Level 3 Qualification

Alternative entrance through RPL (Recognition of Prior Learning) may be considered

DURATION

- 6 months
- Monday to Friday
- 8:00am – 1:30pm

WHAT YOU WILL LEARN

- Communication skills
- Work skills
- How to be more independent
- What to expect at work



PROGRAMME MODULES

Module 1. JOB SEARCH SKILLS

- Write a CV
- Apply for jobs
- Prepare for interviews

Module 2. HOLISTIC WELLBEING

- Learn how to look after your wellbeing.
- Learn ways to support your emotional and physical wellbeing.

Module 3. WORK ETHICS

- Develop professional workplace behaviour.
- Understand workplace roles and expectations.

Module 4. BASIC FINANCE

- Manage your money
- Make a budget
- How to Save money



PROGRAMME MODULES

Module 5. BASIC COMPUTER SKILLS

- Use a computer
- Use Essential digital skills including email and data entry

Module 6. BASIC ENGLISH

- Reading
- Writing
- Speaking
- Listening

Module 7. INDEPENDENT LIVING

- Develop skills for daily living and decision-making

Module 8. WORK PRACTICE

- Work activities
- Practical tasks
- Building confidence