

ASK FOR HELP. YOU HAVE A FUTURE.

## Life goes on... .....

Being made redundant is never easy. Our initial reaction might be shock, denial, shame, anger, depression - any or all of these. It feels almost like a bereavement, and it often takes time to begin to decide what to do.

But redundancy is not the end of the world and life goes on. This leaflet aims to help by suggesting some simple steps as to what to do next, and some practical information for anyone who has not had to face this experience before.

## Above all...



Don't suffer in silence. Talk to someone about how you feel, perhaps someone who has had the same experience.



Don't pretend it hasn't happened. Instead get on with doing something about it.



Don't take it personally. It's the job that has been made redundant not you.

But...



Do seek advice and support so that you can make the right decisions for you



Churches and Industry Group  
Birmingham – Solihull  
[www.cigb.org.uk](http://www.cigb.org.uk)

A network of Churches in Birmingham and Solihull that provide pastoral care to people at work.

Our team of Workplace Chaplains regularly visits workplaces ranging from factories and offices to supermarkets and fire stations.

Chaplains support all staff, understand the pressures of the workplace and offer care where they can.

If you would like to talk about anything you have read in this leaflet or to discuss your experience, in confidence, please get in touch.

[peter.sellick@cigb.org.uk](mailto:peter.sellick@cigb.org.uk)

### Useful Contacts

JobCentre Plus: 0800 055 6688

[www.gov.uk/contact-jobcentre-plus](http://www.gov.uk/contact-jobcentre-plus)

[www.moneyadvice.service.org.uk](http://www.moneyadvice.service.org.uk)

# Losing your job?



## Practical advice and support for anyone facing redundancy

Leaflet Produced by  
Workplace Chaplaincy CIGB

[www.cigb.org.uk](http://www.cigb.org.uk)

A Faith Partnership of the Churches of Birmingham and Solihull

## **Don't panic**

At a time like this there may be lots of confusing thoughts and feelings crowding in. Although only you can really know what it feels like, lots of people go through the same thing, so you are not alone. Redundancy is nothing to be ashamed of: most people make several job changes in a lifetime. Find someone just to listen to how you feel. Talking about things can help cope with the confusion.

## **Talk to your employer**

Your employer should consult with you about finding alternative work in the organization. If there are no opportunities, you may be entitled to paid time off work to attend job interviews elsewhere.

Anyone who has worked for an employer for more than 2 years is entitled to a redundancy payment: ask your employer what is being offered.

Ask your employer about pension and for a Job Reference. For your rights see [www.gov.uk/redundant-your-rights](http://www.gov.uk/redundant-your-rights).

## **Make sure your paperwork is in order**

If you leave make sure they give you: your P45: your redundancy pay and any other money due to you; a written statement of how that pay has been calculated; a statement of your pension position. You should also receive a letter stating the date of your redundancy.

## **Seeking new Job and claiming Benefit.**

To start looking for work (even whilst you are still employed) you can go to [www.gov.uk/find-a-job](http://www.gov.uk/find-a-job). JobCentre Plus may use evidence of your searching on this website as evidence of looking for work, in support of a benefit claim.

You may be eligible for benefit payments. Contact JobCentre Plus: 0800 055 6688 or [www.gov.uk/contact-jobcentre-plus](http://www.gov.uk/contact-jobcentre-plus)

An appointment will be made at your local office with a Personal Advisor to discuss finding a new job, training that you might do and any other benefits you are entitled to. Take your P45 and two recent pay slips when you have your initial interview.

## **Look after your redundancy pay**

The Money Advice Service gives advice on how to manage your finances: [www.moneyadviceservice.org.uk/en/articles/making-the-most-of-your-redundancy-pay](http://www.moneyadviceservice.org.uk/en/articles/making-the-most-of-your-redundancy-pay). Your Personal Advisor at the JobCentre Plus can also advise you about spending or investing your redundancy payment as this may affect your right to benefit.

## **Get help with costs and debts**

If you are put on Universal Credit, that may include an element of Housing Benefit (for rented housing). Otherwise you may need to contact your local Council to claim it.

If you are paying a mortgage, check with your lender to see if you have mortgage insurance to help cover payments. In any event, tell your lender about your new circumstances. You may also be able to apply for a rebate on your Council Tax bill from your Local Council

Review your regular payments and loans and try to work out a realistic household budget. If you're worried about debts, be careful of door to door or high cost lenders; more affordable loans may be available from a credit union ([findyourcreditunion.co.uk](http://findyourcreditunion.co.uk)). Contact a local Citizen's Advice Bureau or StepChange charity [www.stepchange.org](http://www.stepchange.org)

## **Stay in touch with your networks and keep looking for work.**

Remember, you have valuable skills and experience. Redundancy is as much an opportunity to find a new direction as it is the ending of one chapter of your working life. Use the social media and the internet to look for new opportunities.

## **Plan your day: set targets and tasks for yourself.**

Planning your day will help give you a sense of purpose and satisfaction. Do something about that interest you have never had time to pursue. Enrol for a course at your local college or consider enhancing your services and skills as a volunteer. There may be a local Job Club or community group where you can find support.