

A NEW ERA AT EMPLOYMENT ONTARIO

BY ANNE MCDONAGH

By August of this year, you will be able to get all the help you need to find employment at one location near you. The Ministry of Training, Colleges and Universities (MTCU) through Employment Ontario, the term the Ministry uses to describe all its employment initiatives, is in the process of providing a streamlined, one stop system for those seeking employment and training programs. In the past different agencies offered different services for the unemployed. But there were duplications, gaps in service and a lack of



coordination. The full range of services to help people find work was not available at every Employment Ontario location.

Employment Ontario has

reduced the number of agencies providing employment services and

CONTINUED ON PAGE 2

LEARNING IN THE SUMMER-JUNE, JULY AND AUGUST

By Wendy Terry

Think you need to wait till fall to take a course? Think again. Most schools colleges and universities offer courses for career, personal development and leisure throughout the summer starting in June, July and August. The offerings are more limited than those offered in the fall, winter or spring terms. So register early.

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CONTINUED ON PAGE 9

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CONTINUED FROM PAGE 1

replaced them with 'full service' agencies. Where once clients may have had to access more than one agency, for example, for career counseling or resume writing, they will now have access to all services in one location.

There will be 70 such centres in Toronto alone. The goal is to make sure that anyone looking for work anywhere in Ontario has all the resources he or she might need close by and in one location. Agencies and organizations providing the new model will help people find work. The services provided include job search strategies, such as resumé preparation, as well as information about different careers and occupations, the local labour market, employment and training opportunities, on-the-job training and/or work experience. They also include information about all Employment Ontario programs and services, as well as information about and referral to other community services and supports.

In addition, employers can get help identifying their human resource skill requirements; finding the people with the skills, capabilities, interests and experience they need; and developing on-the-job training plans and monitoring placements to support employee success and retention.

Great emphasis is being placed on these centres being client-centered so that the counsellors will not deliver the same program to everyone. It may be that you are able to conduct a self-directed job search; that is, you will be able to use the resources at the centre on your own. Perhaps you need to use the computers to research careers and the job market or to write a resume, but basically you can do this without much assistance, and these Employment Ontario Centres will provide the resources and information—computers, printers, fax machines, labour market information—that you can use to get a job.

Or you may need more help. Are you looking for the right kind of work for you? What jobs are in demand? How can you get more training? What kind of training are you capable of. All these questions can be answered at your employment centre likely through an assessment of your skills, capabilities, interests, experience and career goals. These needs will be assessed, and you will get the services you require and not the services you don't require.

If you need this type of assisted

job search, you and your counsellor will work on your particular barriers to employment as well as help you find employment. There will be job developers at the centres helping employers find the right worker and the worker find the right job. Once you have a job suitable to your interests and abilities, your counsellor will still be available if you need help and encouragement and will in any case be keeping an eye on you to ensure your success in the work place.

Employment Ontario has taken into account that certain expenses come up when someone is starting a new job, and there is up to \$500 available for one-time expenses such as clothing, transportation, language skills assessment, emergency child care, translation of documents etc.

You may need more training such as literacy or ESL before you can look for a job, and the counsellor who discovers this need in the assessment will refer you to the training provider that you require. Your counsellor will still be in touch, and when you have finished your training you will come back to the centre ready for the job search.

As mentioned above, seventy agencies have been selected in Toronto as 'full-service' employment centres. Needless to say some agencies that have provided employment services in the past have not been selected. They have, therefore, lost their funding for employment services, which in some cases has resulted in the closing of the agency. Many workers employed in these agencies that were not chosen have lost their jobs. On the other hand, some of the "chosen agencies" have had to hire. It will be a while before the dust settles, and we see what effects these changes have had on the many workers in the employment counselling world.

The government adamantly denies that these changes are an effort to save money. Some of those affected aren't sure, but overall the impression is that the government is sincere in its efforts to streamline the employment centres and to provide the same services across Ontario. Nevertheless, some lives have been devastated by the changes. Organizations and employees that have done nothing wrong, in fact have worked hard and successfully for their clients, find themselves sidelined, diminished and out of work.

Assuming that the new centres will be large organizations, one criticism has been that smaller agencies may not have provided complete employment services but made up for that deficiency in the personal attention they gave every client. One former client told a counsellor at an agency that has had to close, "You were really different. We felt you cared about us and our situation." Sometimes that caring, which can make all the difference to a client, gets lost in a bigger organization.

Sometimes the unemployed, having lost their self-confidence, are intimidated by a large organization. One young man, who went to an employment centre a few years ago, was pointed in the direction of a computer. He did not know how to use a computer and rather than embarrass himself, he left the centre and never went back.

We wish the new model well.

Certainly the process for choosing the centres has been open and transparent. The expectations of the Ministry for the Employment Ontario Centres are high. To some extent it seems that funding will depend upon how effective and how efficient each centre is.

The Ministry hopes that with this new model Ontarians will be able to find the employment and training programs and services they need in a one-stop shop, rather than going from place to place, as many did in the past, which will make Employment Ontario a more reliable support mechanism for all Ontarians.

Much of the information in this article is from the Employment Ontario website www.edu.on.ca/eng/tcu/.

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Winning Stories = Winning Interviews By Lisa Trudel

Once upon a time, before you became an adult learner, were you a young child in elementary school who laughed with friends telling stories to gain popularity? A few years later, were you the rational high school student learning the significance of school rules, boundaries and scientific formulas—no longer giggling with friends?

Do you know that today, many years after your high school graduation, the lessons that you learned in school can still influence—either limit or enhance—your communication style at job interviews? And do you realize that your youthful, fearless storytelling can still bring you success with others—in this case with employers?

Sometimes educators teach that putting your emotions aside helps you make better choices. But at job interviews you need to gain the trust of potential employers, command attention, and clarify specific points so it is vital to connect emotionally with your interviewers. The secret ingredient is persuading people with your shared humanity. One of the ways of doing this is to incorporate storytelling into your interview answers.

Storytelling is a way of putting the human presence back into your repertoire of communication skills. It is also a method of organizing facts into an understandable and memorable formula to prove a point or explain decisions. Instead of simply repeating resume information during interviews which often results in being unable to show your true personality and strengths, try using a

workplace story to describe your best assets. Accomplishment stories can turn a drab recitation of facts into a compelling narrative and can make you stand out from the crowd.

In order to find and develop effective stories, it is helpful to learn how to craft detailed, intentional messages so you will get your ideas across. The following are four story-telling tips to help you develop a new approach at job interviews.

• **Consider your accomplishments:** Think about times in your work life when you have felt proud, loyal, confident or masterful. For example, were you ever commended, even informally, by anyone in your company for an outstanding performance? Did you initiate new office procedures or streamline the cost of doing business? Did you ever handle a crisis situation gracefully and successfully? Storytelling at a job interview can be a successful way of describing how you solved a problem, or increased profit and productivity.

• **Reveal who you are:** People need to know who you are before they will trust you, so try telling a story about a time, place or event that demonstrates successful job performance or information and which can support your claim that you are the candidate that should be hired. For example, if you are asked what your future career plans are you could answer by mentioning a favourite book or movie. You could say “Unlike the character in the movie ‘The Devil Wears Prada’ I have done my research and I know what I want. In that movie, the lead character did not have a plan and just stumbled into a job. I have a plan and

I am focused and ready to contribute to your team.” Adding in the human touch about your interest in movies makes your answer more personable and memorable.

You could also describe a time you excelled at work or something you learned at your very first job or how a role model or mentor guided you in a new direction. No matter what the topic, it is essential that your listeners believe you, so get personal without disclosing specifics that are against the *Employment Standards Act*. To review the current *Employment Standards Act* visit: www.worksmartontario.gov.on.ca

• **Describe your team skills:** Sometimes telling a story about a shared understanding can be the best way of explaining how you motivate teams. If you want to express how you changed team behaviour at your last workplace, a story can be more effective than talking about how you offered advice to colleagues. A teaching story reveals how new behaviours create new results. For example, in the familiar story by Charles Dickens of Scrooge and the three ghosts of Christmas past, present and future, readers are taken on a teaching-story tour. Each ghost tells a different teaching story, allowing Scrooge to emotionally experience the consequences of not changing his behavior. Do you have a teaching story you can use at your next job interview?

• **Reinforce your values:** Values mean different things to different people. To some people, integrity means doing what your boss tells you to do and for others, it can mean saying no even if you lose

your job. So to reinforce your intention, tell a story that illustrates in action what the value means. For example at your job interview, if you want to emphasize how you value reliability in others, you could tell a story about an office supply company who sent the wrong items which caused you frustration and subsequently made you miss an important deadline. Or you could tell a story about an office supply company who sent the wrong items but then went above and beyond the call of duty to courier the correct items within 24 hours. The first story is victim-based which rarely influences an audience, while the second story is positive instead of disappointing and thus will command attention in a powerful way.

Whatever on-the-job story you choose, if you enjoy storytelling spend time listening for new stories. They are all around you. We are all storytellers. We all live in a network of stories and at job interviews stories are a proven, successful communication method that can help to persuade and clarify specific points. The next time you are at a job interview and want to make an impact, try beginning your presentation with “once upon a time...” and give yourself permission to be limitless with your communication. Let go of the rules of school and return to the storytelling enthusiasm of your youth. Your next story might be a winning one for your career.

Lisa Trudel is a Career Consultant in the Toronto area. She can be reached at: learningcurvescareercorner@yahoo.ca



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TVO administers the Independent Learning Centre (ILC).

Kingston Learning Centre: Programs for students passionate about improving the lives of children

By Frank Giorno

Kingston Learning Centre (KLC) is committed to training skilled classroom Educational Assistants and Child and Youth Workers who can help special needs children and youth succeed in the classroom and in life.

The Educational Assistant program is designed to provide dedicated men and women with the attitudes, skills and knowledge necessary to assist special needs children in a school setting. The Child and Youth Worker program trains people to work with individuals and families facing behavioural issues. In each case, candidates are individuals interested in making a difference in the lives of children and young people facing major life challenges.

Education Assistant Program

"We are looking for ways to expand our approach to training future educational assistants to work with children with autism," says Norman Rudd, Program Supervisor for the EA program in Whitby and Richmond Hill. "Currently the Whitby and Richmond Hill campuses provide a three day course from the Geneva Centre."

The EA program also provides training in First aid, CPR, non-violent crisis prevention and intervention that is specific to dealing with children with autism. These additional important components to the Educational Assistant program are taught by guest speakers who are experts in the field. Supervisor and instructor Norman Rudd was a Special Education administrator and consultant. He has received the Educational Leader of the Year Award from the Council for Exceptional Children. The rest of KLC's outstanding EA program staff in Whitby and Richmond Hill includes:

Allan Ashby, Principal (retired) and Special Education Administrator, Durham District School Board
Judy McLeod, Special Education Consultant (retired), Durham District School Board
Wendy Murchie, Special Education Consultant (retired), Toronto District School Board
Susan DiClemente, Special Education Consultant (retired), Durham Catholic District School Board

Child and Youth Worker Program

The CYW program prepares students to provide frontline treatment to emotionally troubled and disturbed children and youth. Students receive specific training related to child management techniques, family support interventions, therapeutic relationships, designing treatment programs (for both individuals and groups) and working within multi disciplinary teams. They specialize in supporting change with children, youth and their families who have a range of social, emotional and behavioural challenges, and they learn how to implement a range of prevention, intervention and treatment strategies including crisis intervention, conflict management, problem solving, counselling, activity programming and group work.

"This course is presented through a combination of online, independent and classroom study; this format allows students to continue to work while they

earn their CYW diploma. It is a fast growing field of study, offering graduates a wide variety of career opportunities" says Rick Skinner, Program Supervisor.

Graduates can expect to find employment in the following areas:

- residential treatment centres
- children's mental health centres
- group homes/youth detention centres
- educational services (Boards of Education)
- day treatment centres
- social service agencies (Family and Children's Services)
- self-employment initiatives

At this point the Child and Youth Worker Program is offered only through the Smiths Falls campus.

The staff includes Debbie Jonkman, M.S.W. and Richard Skinner, Principal (retired), Upper Canada District School Board.

KLC programs are unique in that they offer a condensed curriculum, allowing the EA students to graduate in one year and the CYW students in two years. KLC curricula comply with all Ministry of Training, Colleges and Universities requirements, and KLC students complete the classroom and placement portions of the program in compliance with all Ministry regulations. The shorter time period allows graduates to enter the work force sooner.

In order to assist KLC graduates find employment, both programs include a job readiness course to prepare students for their job search. Topics covered include, resume writing, cover letter and interview skills—a vital component for securing a job.

At KLC students learn in a supportive and stimulating environment:

"My whole experience with KLC was amazing. The knowledge I gained concerning special education and the skills I learned in dealing with students with extreme behaviours has paid off time and time again. I use this knowledge and these skills daily at my job. I was hired 3 months after graduation and have been told in more than one interview that I have a greater understanding of children with special needs than many others with many more years' experience than I. The small class sizes and the career oriented curriculum and the more than knowledgeable staff make KLC a top rate choice in college education." Lori Wilson (EA graduate)

Students with a passion for helping to improve the lives of children and youth may enrol for the EA program and the Youth Worker Program now for the September sessions. Students who are accepted into KLC's EA and Youth Worker programs may be eligible for assistance under the Ontario Student Assistant Program.

At KLC we are constantly improving the courses we offer. In the future we hope to extend our programs to accommodate individuals who wish to work with autistic children. Our proposed courses for training specialists in Applied Behaviour Analysis (ABA) and Intensive Behaviour Intervention (IBI) are with the Ministry of Training, Colleges and Universities for certification. Stay tuned for developments.

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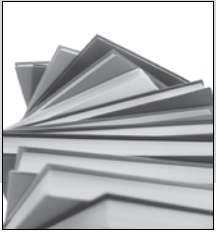
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SENIORS' LEARNING IN THE TWENTY- FIRST CENTURY

By Wendy Terry

June is Seniors' Month and an appropriate time for Learning Curves to look at the learning needs of seniors and the preparations that should be in place to meet those needs.

The aging baby boomers have been the largest age cohort to move through society in the last hundred years, and as they dominated other aspects of society, their education needs dominated the education system. Now as they retire, we can anticipate that they will demand learning opportunities for personal development, general interest and hobbies. One of the most socially active generations, this group will want to continue to live active, engaged, healthy lives. Society will want them to do so too because an active lifestyle promotes good health, and keeping down health care costs for this large and aging segment of our society must be a key concern to taxpayers and governments.

Just as the vitality of our economy in large part depends on the literacy and training of our workforce, so our good health depends on our maintaining an active lifestyle. People should not stop learning when they age; in fact, they age faster when they stop learning. Participation in all kinds of continuing education is part of a healthy life.

So it would be wise for educational providers and governments to get ahead of this predictable demand and foster the development of community learning centres for personal development learning. In fact, some have.

In April 2009 the Senate produced a report titled "Canada's Aging Population: Seizing the Moment" for which the very first recommendation was that the federal government lead an aggressive public relations campaign to portray healthy aging and to present the benefits of staying active at all ages—in volunteer work, continuous learning and physical activity.

Systematic development and support for lifelong learning has never taken root in either provincial or government policy despite the rhetoric. Rather than developing a lifelong learning policy, adult learning programs have been ad hoc, established in response to specific and immediate needs such as retraining EI or welfare recipients and recently the resettlement learning of immigrants who we hope will replace the retiring boomers in our labour force. Government and educational institutions seem remarkably unaware of the emerging learning needs of the

boomer generation and are certainly not prepared to respond systematically.

In Toronto there are seniors learning programs developed by several educational institutions but by no means are they part of an overall system. At the University of Toronto, there is the Academy for Lifelong Learning, at Ryerson University there is the Life Institute, at George Brown the Senior's Association and the Toronto District School Board offers Senior's Daytime courses through their General Interest classes.

The demand for seniors' learning opportunities will surface not only because of the size of this age group but also because of their high level of education. The single best predictor of an individual's participation in continuing education has always been the level of their previous education: the higher the level, the more participation in adult education.

If governments planned a lifelong learning system instead of throwing the phrase about, they could be well-prepared for the inevitable demand for general interest learning.

As well as being interested in self-development, many boomers, having been caught up in important social and economic movements, will become even more socially conscious after they leave the work force. So learning for these activists will likely include their engagement with social issues. Demographer Cheryl Russell has predicted that in the first half of the 21st Century, there will be an interest in looking at the myriad developments in global citizenship. These adult learners will want to understand the social changes wrought by globalization, multiculturalism and multilateralism beyond what they read in the popular media.

Politicians should know that supporting learning programs for boomers is politically expedient. Seniors have a higher rate of voter participation than youth and their numbers are larger. Studies show that high activity correlates with high life-satisfaction in seniors' concept of a good old age. Any political party that supports the development of general interest continuing education programs in community centres such as schools, recreation centres and libraries, will gain the political good will of the largest age group that actually votes and has been willingly paying education taxes for many years.



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So, you've just made your decision. After months of weighing the pros and cons and, figuring out what credentials you need, you are going to finish your high school education and get your diploma. The only problem is that many adult learning classes don't start until the fall.

The good news is that there are programs designed to be accessible year-round. These programs allow adults to study during the summer months.

"Imagine the satisfaction of knowing that you can work toward accomplishing your educational goals now and not having to hold off until the fall semester," says Sarah Irwin, Managing Director, Independent Learning Centre (ILC.org), Ontario's designated provider of distance education.

Distance education is the perfect match for learners who want or need to earn credentials. Continuous enrolment programs enable students to enrol today and start tomorrow. Students can study anywhere they choose, and on their own schedule. By studying where and when it's convenient, such as the lunchroom or local coffee shop, courses can be completed quickly. With longer hours of daylight and typically less hectic schedules, independent study during the summer months can be an ideal solution for adults who want to earn high school credits, now.

Here are some summer study tips so you stay on course and reach your target while still enjoying your summer.

MOTIVATION AND GOAL-SETTING

Write your goals down.

Share your goals with someone who can help you stay accountable and keep you motivated.

Time management

Make a schedule, but be prepared to change it. Write out a to-do list each day and set priorities. Reward yourself for completing items on your "to do" list.

Study habits

Study when you are rested, alert and have planned for it. Plan for short breaks after 30-60 minutes of studying.

Study space

Study in a place with as few distractions as possible. Read wherever and whenever you can. Be sure the battery is charged on your computer. Always make sure you have your tools with you (books, pens, highlighters).

Study tactics

Practise note-taking, a skill that has to be learned and refined. Use a highlighter. Highlighted passages are easier to remember and easier to find when reviewing for a test.

THE BENEFITS OF SUMMER SCHOOL ONLINE

Education is evolving and so is the face of summer school. Today, students have the option of forsaking a traditional summer school course to learn independently through an online distance education program.

Both summer school and distance education give students knowledge and skills, but learning at a distance offers the student additional benefits. The educators at the Independent Learning Centre (ILC.org), Ontario's designated provider of distance education, have put together a list outlining the ways in which studying online this summer can be both beneficial and enjoyable.

No more days spent in hot stuffy classrooms – students can choose where to study.

Create your own schedule – many programs have no set class times, so students can study any time, day or night, which makes having a summer job possible.

Many distance education programs have courses that blend both online and offline components – students can study while on vacation or at the cottage.

Save on travel time – students may have to travel to another school district for summer classes, but with distance education, time saved in transit can be spent on completing the course faster.

Independent learning can strengthen study skills. Students will learn time management and discipline – valuable skills for both the work and post-secondary school environment.

Mission Accomplished

It has been a whirlwind year for Yolanda Alonzo

Her journey began on January 9, 2009 – the day she received a pink slip.

"At first, I was lost and didn't know where to begin," said Alonzo. "I didn't even know how to make a résumé after working for 15 years."

Alonzo decided to return to school. After a visit to an assessment office, Alonzo learned she was eligible for the Second Career program. Access Business College caught Alonzo's eye after she completed research on three institutions.

"I was interested in Access Business College because it was the right environment for mature status students," said Alonzo. "I could start any time of the year and would be able to finish the course of my choice within 10 months. It meant I could go back to the work force within a year."

Alonzo's Second Career application was approved by the Ministry of Training, Colleges and Universities in May 2009. She began classes on May 25 and is scheduled to finish on January 29, 2010. Her program at Access Business College included Microsoft Office software, Financial Accounting, Quick Books, Simply Accounting, Sage ACCPAC and Canadian Payroll.

"I learned the hands-on experience with the computer software but also the logic behind it," said Alonzo.

After passing the first segment of the payroll course, Alonzo started to apply for jobs. Her résumé landed on the desk of the Human Resources Manager for Girl Guides Canada - which lead to an interview for a position in the Finance Department.

"I was very excited when I was invited for a second interview," said Alonzo. "After a week, I was offered the job in the Finance Department doing accounts payable and payroll. It was the best birthday and Christmas gift I received in December!" Alonzo is looking forward to the opportunity at Girl Guides of Canada. She is grateful for all the people who have helped her in the past year.

"Thanks to all of the people who have supported me at Access Business College," said Alonzo.



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LEARNING THROUGH UNIONS

By Wendy Terry

In the February-March issue of Learning Curves, I did a feature article on Learning through a Professional Association, such as the Canadian Payroll Association. (See www.weacanada.ca for this issue and other related articles.)

In this article, I want to outline the learning opportunities available in a union. The courses are not related to specific vocational skills but to the activity of a member-run organization that negotiates employment contracts and maintains fair working conditions on behalf of its members.

There are formal courses offered by the union to its members. In CUPE courses created by the National Union Development department can be delivered by either a local or the provincial division. Local 4400, representing education workers with the Toronto District School Board, customizes the courses to fit their specific work environment. CUPE Ontario offers week long or weekend schools across the province, providing training for activists. Courses are also offered by the Ontario Federation of Labour through their labour councils. The Canadian Labour Congress also provides training to trade unionists including summer programs at Port Elgin. This is a CAW summer camp on the shores of the Georgian Bay and when you are there on course, you can bring your family with you. The instructors are often union members who have expertise in one or more areas.

These courses help educate and train union members who have volunteered to

do union work for their local. Volunteers on a Health and Safety Committee may take courses to help them understand how to inspect a work place for health and safety hazards, to present these concerns to management and to advocate for a resolution to unsafe situations. Part of the learning is through formal learning, but the practical learning is like an apprenticeship, learning from fellow union or committee members who have more experience.

Unions may also support more formal and specialized training. In my union, Local 4400, the practical experience gained by executive members in negotiating contracts has been reinforced by attending negotiations training at Queen's University. The Pensions Committee members took specialized training at Humber College since the viability of pensions is a key concern these days for many Canadians including union members.

Rod Noel, a former President of the WEA, who several years ago helped found this newspaper and gave Learning Curves its name (The WEA publishes Learning Curves) credits much of his union training in choosing his career path. He had been an active union member and a strong Health and Safety Committee activist in his workplace. While recovering from a work-related injury, he used his union training as a stepping-stone to gain admission to Ryerson's Occupational Health and Safety Certificate Program. On completing the course, he got a job as a federal Department of Labour Health and Safety Officer.

He used all his learning experiences, including his local union training, his workplace Health and Safety Committee activities, and the Ryerson education certificate, to secure his present job.

There are many paths like this that union members can follow, using union experience and training to move to other careers. Any number of work places, hospitals, schools, colleges, manufacturers, construction companies, trucking and mining companies have contracts with their workers. My uncle started out as a union steward with the Rubber Workers' Union, and then became President of his local, learning how to negotiate a work contract. He then moved on to the Human Resources department of Uniroyal, using his training and experience from the union as the company's manager of human resources.

Though some union members follow a path to a career outside the union, many more continue their volunteer work year after year representing their fellow members just as others may spend years volunteering for a community agency they are committed to.

Unions may also facilitate vocational training. Right now the move to full day kindergarten at the school boards is changing the credentials needed by educational assistants. So CUPE 4400 is working with Humber College to facilitate access to Early Childhood Education for hundreds of their members.

If you are a union member, you should check out the learning

opportunities your union provides.

If you are not a union member, think of a union not as workers who did not pick up your garbage last summer but as members of an association who volunteer many hours learning how to represent their fellow members knowledgeably and skillfully, in accordance with labour laws and legally negotiated employment contracts. Union members learn how to negotiate, provide legal representation, secure safer workplaces and, yes—even how to run a strike. Through their volunteer work and with their training, they help establish and maintain labour standards that make the work place better for all workers whether unionized or not.

SIDEBAR

Wendy Terry was Co-Chair of the Education Committee for CUPE Local 3475 and 4400 for a number of years in the 1990's and early 2000's. The Workers' Educational Association (WEA) of Canada, of which Wendy is President, provided labour education in England and Canada from the early 1900's to mid century. Jeff Taylor's book "Union Learning", published by Thomson Publishing, chronicles the role of the WEA in labour education. The WEA is a not-for-profit registered charity, and publishes "Learning Curves" as a community newspaper for adults returning to school. The WEA is also a partner in the University in the Community, a program which offers liberal arts courses to those who would not otherwise experience university learning.

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LEARNING IN THE SUMMER-JUNE, JULY AND AUGUST

By Wendy Terry

CONTINUED FROM PAGE 1

computers, fine arts, physical fitness etc. Call 416-338-4111 or go on line to see what is being offered at www.learn4life.ca. The registration starts May 25.

The Toronto District School Board offers **ESL** courses during July. Call 416-338-4300 or go to www.ESLtoronto.ca.

Next-Steps of the TDSB runs a substantial range of employment programs all year long in Toronto and the GTA such as **Language Instruction for New Comers (LINC)**; Settlement Services for Newcomers, various skills training courses and employment programs. To find their offerings go to www.next-steps.ca.

Community Colleges

To find out what a particular college is offering for the summer, take a look at its course calendar, pick a program area that interests you, and scan the courses listed there by start date until you find the summer starts. Quite often instead of courses there are workshops, seminars in the summer. They are inexpensive and short.

Most colleges have computer courses, first aid and yes motorcycle training but each has unique ones like cooking at George Brown and Seneca; Sailing and Jazz at Humber; like an *Intro to Electrical Vehicles* at Centennial. There are *Golf, Tennis, Canoeing* and *Kayaking* courses at Seneca. For those looking to move into a Green Career Seneca offers a whole set of courses *Sustainable Energy Systems*. There is a one week *Jazz Workshop* at Humber and a one week *Summer Writing Workshop* at the U. of T. School of Continuing Studies.

Community College calendars are usually available at your local library, but by this time of year there will probably be only a reference copy.

George Brown College

For the foodie under **Culinary Arts**, there is a wide variety of short courses or workshops such as *Art of Pastry; French Farmhouse Cooking, Southern Italian Cuisine* and so on. For those going “green” there are workshops like *Fasten Your Greenbelt* (shopping in local markets), *It Ain't Easy Being Green, Organic City*. You could spend your whole summer cooking and eating in a way that reduces your carbon footprint too.

You will find summer offerings in **Practical Management Strategies** like *Reviewing and Improving Performance or Building Effective Teams*. Under **Community Services** are *Life Skills Coaching, Parts I and II*. Numerous computer application courses in areas such as, office skills, accounting, digital publishing and web design are on offer under **Computer Applications**. Under **Technology and Trades** you will find courses in computer aided drafting (AutoCAD) and programmable logic controllers (Allen Bradley-PLC).

Under the Trades there is also *Carpentry for Women I and II*. You could spend June and July learning how to wield a hammer and handle a saw.

Then why not pick up some second language skills in **ESL** classes or **Spanish**.

For the creative types you will find, under **Fashion and Jewellery**, many courses in *jewellery making* and under **Film and Photography**, many courses in *digital photography*

Call George Brown at 416-415-2000

Humber College

Humber is the only college offering **Sailing** and **Power boating** courses. Learning how to take advantage of living in a city by a lake would be great for the summer season.

You will find under **Digital Design**, Adobe Photoshop courses; and under **Flash Design**, *Intro to Flash* and under **Web Design**, *Dreamweaver*.

There are numerous, short courses, workshops and seminars under **Microcomputer** for *Word, Excel, Access and PowerPoint*

For our readers who are teachers or counsellors under **Teacher/Trainer of Adults**, there is a whole online learning program covering *Preparation, Evaluation, Anti-Bias Curriculum*.

Do you like Jazz? Take a week's holiday, the first of July and enroll in the **Summer Jazz Workshop**.

Call Humber College at 416-675-5005

Centennial College

Under College English there are a number of credit courses. *College Communication*, offered in July, will prepare you for college studies. There is also a number of French courses in July too.

Under **Information Technology and Computers**, there are summer courses in *Microsoft Applications* and under **Engineering Technology**, *AutoCAD*.

If you want to have fun with your computer for \$70 or less and a day's time, try the **Creative Workshops** under **Media and Design** in *Introduction to your Digital Camera, Travel Photography, Email Blasts, Introduction to Blogs* and so on.

For our readers who are teachers, Centennial like Humber has under **Teacher/Trainer of Adults** numerous summer courses like *Instructional Methodologies and Techniques, Technology in the Classroom, Designing Assessment*.

There is also *TESL Part 1* accelerated program in July. In this one month you can pick six modules.

Look under **Lifestyle and Leisure** for courses like *Basement Renovation, Starting your Own Business, and Caring for those with Alzheimer's*.

For those going green under **Transportation, General Interest**, there is *Hybrid Technology*, how to look after a hybrid and *Introduction to Electric Vehicles*, how to convert your car.

Call Centennial College at 416-289-5300

Seneca College

For those considering a green career Seneca offers a dozen seminars on a *Sustainable Green Economy* running from mid May to August. These are listed under **Technology** and include topics such as *Waste Mapping, Benchmarking Energy Costs, Going Green, Cost Benefits Analysis, Construction Waste Management, Green Purchasing*. They cost \$100 each and are worth that in ideas of where to start a green career.

For those thinking of a setting up a childcare business there is a series of six workshops on **Setting Up an ECE Childcare, Nursery School and After School**, under **Community Services** including topics like *Licensing Requirements, Formulating a Business Plan*. They run from the end of May to late August and cost \$40 for each one.

Computer courses are the most extensive, almost half of which are offered at the Newnham Campus and half at the Markham Campus. Under the heading **Computer Specializations**, summer courses specialize in *Net Application Development; Computer Graphics and Layout; Web Page Design; Web Site Marketing; Programming; Accounting Software; Microsoft Applications and Project Management*.

There are two sessions of **ESL Intensive Summer Classes**, one in July and one in August. As well as there are ESL 3 – 6 hour workshops on *Grammar and Mechanics* and on special skills like *Communication on the Telephone*.

Under **English Skills**, there are *Documentation Workshops in APA and MLA*. Each is three hours and \$60, a bargain as you can learn how to document sources correctly in your academic papers,

For the foodies, a series of 3-hour workshops running in co-operation with the **Richmond Hill Culinary Arts Centre** includes *Vietnamese, Spanish, and Vegetarian Cuisines*, not to mention *Chocolate Works*. These sound like a fun night out.

If you want to work off the food courses, you can learn to play tennis in classes for adults at **The Seneca Outdoor Tennis Club**. Or at the **Outdoor Centre** on Lake Seneca you could take an *Introduction to Flat-water Canoeing or Kayaking*.

If you are a Seneca CE student, there is a series of **Success Seminars** on five Mondays or five Saturdays from late May to late July which are free. The Monday series addresses topics *Dealing with Difficult People, Time Management* and the Saturday ones include *Public Speaking and Taking Advantage of Change*. These are listed in the Centrefold section of the calendar.

Call Seneca at 416-493-4144

Sheridan College

Summer courses are for the most part Photoshop and other Adobe courses. Call 905-845-9430

Durham College

Mostly distance education courses are offered in the summer Call 905-721-3052

UNIVERSITIES

The Chang School of Continuing Education at Ryerson University

It offers a wide variety of courses starting in June.

The numerous business courses are listed under **Accounting, Business Analysis** (statistics), **Economics, Finance and Financial Planning, Human Resources, Law, Management, Marketing** including a course in *eMarketing*. There are courses under **Human Resource Management** and **Information Technology for Management**.

For personal interest, there are any number of liberal arts courses listed under **English** including a course on *Gothic Horror*; under **History** you might find *Modern China 1839-1949* or *The African Diaspora* of interest; under **Philosophy** and **Music** there is *Introduction to Classical Music* and for those going green the *Philosophy of the Natural Environment*; under **Photography, Digital Capture**.

For the career oriented there are numerous offerings under **Occupational Health and Safety, Information**

Technology Management.

For foreign trained professionals, there is a full roster under **Gateway to International Professionals**.

Call Ryerson at 416-979-5035

The School of Continuing Studies at the University of Toronto

You can get up to speed on the Internet by taking a series of **Social Media Workshops**. Every Wednesday morning starting June 2 to 23, you can first take, *Social Media Starter*, then *Build Your Digital Profiles*, next *Twitter for Business* and finally *LinkedIn for Business*.

There are a number of courses under **Project Management** in June, including *Managing International Projects*.

For newcomers there is the long established **English Language Program** and a newer program for **Internationally Educated Professionals**. The **Languages and Translation Program** has a number of courses in the summer for those wanting to do *French Translation*.

For personal interest under **Arts, Science** many courses are likely to stimulate conversations For example under **History**, is *Gandhi's India* and *Mao's China: Revolution and Beyond* and under **Music, Cinematic Music: How We Hear Film**.

There is a writing course at the **Summer Writing School** from July 5 to 9. For one week you could try your hand *Writing a Bestselling Novel; Poetry; a Short Story Workshop* and so on.

Call the U. of T. School of Continuing Studies at 416-978-2400

York University

The Division of Continuing Education has a start date on June 5 for its *Certificate in Marketing for Professionals* and one on July 2 for the Dispute Resolution Certificate.

Call The Division of Continuing Education at 416-736-5616

York University English Language Institute offers a four-week intensive **Summer Language Program** which runs from July 26 to August 20.

Call YUELI at 416-736-5353

COMMUNITY BASED PROGRAMS

Community based programs offer courses year round and have continuous intake. To find these programs go to www.211toronto.org. Select Employment Education, Training then select Vocational Training.

CAREER COLLEGES

Career colleges like Access Business College, Durham Business and Computer College, Canadian Business College, Robotech offer courses year round and have continuous intake. The Ontario Association for Career Colleges lists its members at www.oacc.on.ca The Ontario government lists registered career colleges on its Employment Ontario website www.employmentontario.ca.

ENTREPRENEURSHIP IS ESSENTIAL TO OVERCOMING TOUGH ECONOMIC TIMES

BY KEVIN GRANT



The growth of entrepreneurial spirit is an important factor in turning around economic downturns. The crucial ingredients for Canada's successful Self Employment Benefit (SEB) Program are the multi-layered support and the highly relevant focused adult education, which it provides to budding entrepreneurs.

Entrepreneurs are critical for economic recovery because they innovate, take risks, pursue new markets, and generate jobs even in the worst of economic climates. Small businesses represent the vast majority of firms in Canada, collectively employ almost one-half of the workers in the

private sector and contribute significantly to job creation. Most important, the entrepreneurial spirit is one of the most important sources of renewal and dynamism, helping our economy to adjust to a rapidly changing world.

I found myself under-employed after a twelve-year career in the Internet industry. I was offered contract positions with no benefits and little stability. It was 2007 and I was feeling the early onset of a deep economic crisis that loomed on the horizon.

Working for industry leaders like Microsoft and Bell Canada was not opening doors for me. I had seen the entrepreneurial spirit first hand from working on challenging Internet subscription service projects.

The trademark of my old career life was long hours commuting and working in a downtown office cubicle. There was a risky alternative that I began contemplating, a world in which I called the shots, faced the risks, set my own schedule and experienced the benefits of my actions on the front line.

After meeting with a career counsellor at "Career Foundations" (a government funded career planning agency in Toronto), we worked collaboratively to develop a "back to work action plan". The career planning process began by assessing the challenge of finding meaningful work by investigating issues such as age, educational background, job market trends, career interests, and by completing a comprehensive career assessment.

I was accepted into the Self Employment Benefit Program (SEB), funded by Human Resources and Skills Development Canada.* The program began with ten weeks of concentrated practical business training at the Toronto Business Development Centre. The Toronto Business Development Centre (TBDC) was established in 1990 and has successfully launched over 4,000 businesses. By offering one year of UI benefits, the SEB program helps budding entrepreneurs focus on the task of starting up and planning their new venture without having to worry about collecting a paycheck.

After the 180 hours of interactive classroom time, attendees produce a full business plan, present the plan to industry experts, and plan the strategy that will allow them to implement that plan effectively.

Building a viable business plan is

only the tip of the iceberg. The next stage is to execute the business plan by selling products and services, managing the financials, keeping records, networking and conducting marketing and public relations campaigns. These are typically challenging skills for entrepreneurs who have great ideas but need to learn the discipline of laser sharp business planning, daily operations, and record keeping.

Sally Wilkie, an experienced business advisor at the Toronto Business Development Centre, has seen first hand how support from a variety of sources is integral during the incubation period of successful entrepreneurs. "Our program offers support through one-on-one business advisors' meetings, training by industry professionals in the classroom, peer support, and networking events", says Sally. As I spoke to Sally in more detail it became clear that the multiple sources of support is one of the main reasons for the program's success.

One of the SEB Program's success stories is my company SmartAirMedia, a mobile media company producing innovative mobile strategies and solutions for the emerging smartphone market. The URL is smartairmedia.com.

Starting my business was the single most challenging experience of my life. Entrepreneurship has always been fundamental to my existence and the Toronto Business Development Centre gave me the tools to focus my energy and build new skills that guaranteed success.

Becoming an entrepreneur requires a fundamental shift in identity, lifestyle, and work habits and success hinges on many kinds of support through this life-changing process. The shift from having a career to owning a business requires a person to step up to the plate and undergo a promotion to CEO, almost overnight. I am convinced that successful entrepreneurs learn how to channel their energy by converting their passion into tangible action.

Entrepreneurs will always be a unique breed and are essential to conquering tough economic times and developing new global markets. It will be the entrepreneurs of Canada that will pave the way for Canada's continued economic growth. Providing entrepreneurs with access to the support and resources required to succeed will ensure Canada continues to compete and prosper globally as we emerge from these challenging economic times.

Kevin Grant is President of SmartAirMedia. SmartAirMedia creates smartphone and mobile communications solutions and strategies.

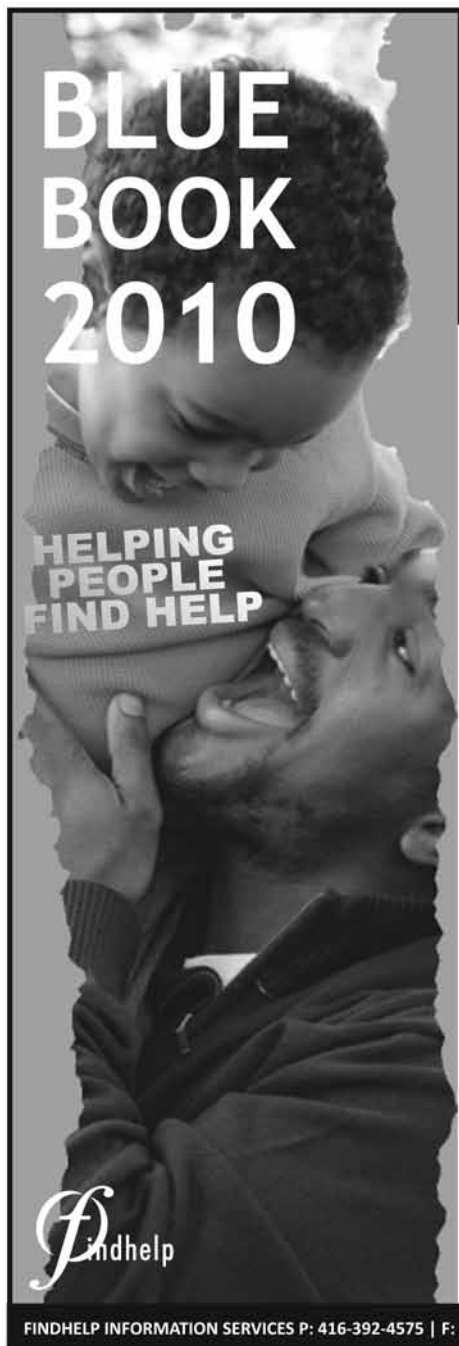
**SEB is now funded by the Ontario government and called the Ontario Self-Employment Benefit Program (OSEB)]*

Related Links

Toronto Business Development Centre
www.tbdc.com

SmartAirMedia
www.smartairmedia.com

Mobile Media for Business Workshop
www.tbdc.com/schedule.php



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GOING FOR GOLD: OACC's Conference Celebrates Post Secondary Education

By Krista Seggewiss

It was a celebration of excellence when Blue Mountain 2010, the Ontario Association of Career Colleges' 37th Annual Conference, brought approximately 160 delegates together from April 21 to 23 for networking and for professional development around the latest issues in

employment and training in Ontario.

"The conference was a great opportunity to evaluate the important role career colleges play in educating Ontario's labour market and to discuss the future of the sector," said Paul Kitchin, Executive Director of the Ontario Association of Career Colleges.

Assistant Deputy Minister Laurie LeBlanc, of the Employment and Training Division at the Ministry of Training, Colleges and Universities, gave a presentation that covered the transformation at Employment Ontario and the Second Career program. In the recent budget, the provincial government earmarked \$600 million to retrain another 30,000 people under the popular Second Career program over the next two years.

"As of November 20, 2009, changes to the Second Career eligibility and suitability process focus on helping laid-off workers

Since the program's launch in June 2008, Second Career has helped about 28,000 people access skills training. Private career colleges have delivered about half of the training under the Second Career program.

"OACC applauds the government's continued investment in the Second Career program," said Peter Dykstra, OACC President. "It's a valuable resource for laid-off individuals to obtain the training they require to re-enter the work force."

OACC's conference also featured the Hon. John Milloy, Minister of Training, Colleges and Universities. In the event's opening ceremonies on April 21, Minister Milloy commended career colleges for their contribution to training Ontario's work force. Approximately 46,000 people graduate from Ontario's more than 600 registered career colleges every year, according to Ministry figures.

Allan Scott, Superintendent of Private Career Colleges at the MTCU, also provided an informative presentation on April 22 about the new Private Career Colleges Branch at the Ministry.

The conference featured a hilarious and motivational presentation from Meg Soper. Paralympic Gold Medallist Paul Rosen headlined the event's closing ceremonies on April 23. Team Canada's longtime sledge hockey goaltender gave an empowering speech about his life and the significance of the journey.

"My message is always about achieving greatness," said Rosen. "Greatness comes in all forms. The journey is going through life and working as hard as you can and taking the good from every situation."

Krista Seggewiss is Media Communications Coordinator for the Ontario Association of Career Colleges

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most in need who will benefit most from retraining," said LeBlanc.

Under the new guidelines, priority is given to individuals who are gaining skills for a high-demand occupation, have been unemployed for a longer period of time; have a high-school education or less; and are working towards a college certificate, diploma or license. Both Second Career and Ontario Skills Development programs are now being administered under the new guidelines. Individuals can now apply for short term training (under 6 months long) or long-term skills training (up to 24 months).



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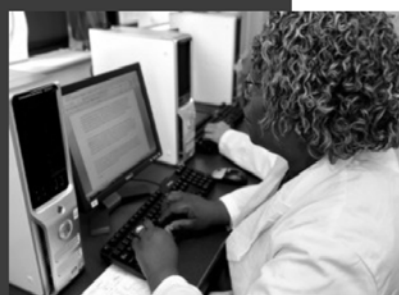
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