

PRE-EMPLOYMENT PROGRAMS

This section contains information about programs that provide training and resources for unemployed individuals who are entering the labour market or re-entering after an extended absence. For some of these programs learners may be eligible to receive Alberta Works funding. Check with the training provider for details.

BGS Enterprises

Northland Bldg., #100, 910 – 7 Ave. SW, Calgary, AB T2P 3N8

www.bgsenterprises.com

Youth Ventures

Ph: 403-234-9119

Fax: 403-264-0189

Email:

yvcalgary@bgsenterprises.com

Assessments are provided to determine the eligibility of youth ages 15-30 years who wish to participate in Skills Link Programs, which fall under the Youth Employment Strategy and are funded by Service Canada. Skills Link Programs assist youth facing barriers to employment and/or education to develop a broad range of skills, knowledge and work experience they need in order to successfully participate in the job market.

- Assessment/Case Managers at Youth Ventures help youth assess their needs and develop a personalized Action Plan by choosing a series of activities from available programs and services.
- These activities can be tailored to meet individual employment and career goals. The desired outcome is that the youth will follow through with their Action Plan in order to find employment and/or return to school.
- One-on-one assessment is provided to clearly identify participant's needs and goals to develop an individualized Action Plan that will set out realistic goals and timelines for referrals, services and resources.
- Case management is provided for up to three years as participants work through the steps that were outlined in their Action Plan.

Bow Valley College – Airdrie Campus

121, 104 – First Ave. NW, Airdrie, AB T4B 0R2

www.bowvalleycollege.ca

Some learners may qualify for Alberta Works funding.

Career Transitions Program

Contact: Cheryl Zacher

Ph: 403-355-1910

Fax: 403-948-3569

Email:

czacher@bowvalleycollege.ca

Ongoing Intake

This 26-week program gives unemployed adults in the Airdrie area, with multiple barriers to employment, the opportunity to improve their employability skills. Participants will receive a thorough academic and personal employability skill assessment followed by instruction in: self-management skills, employment related short courses, limited academic upgrading, job shadowing, career research and decision making, basic computer training and work experience placement.

This is a flexible program with most Clients receiving 26 weeks of instruction with the option of extension if the Client requires extra assistance to make them employable. It is self-paced, designed to respond to the needs identified in the Client's back to work action plan. It is open to all unemployed Albertans with barriers to employment.

Bow Valley College – West Campus

300 – 6 Ave. SE, Calgary, AB T2G 0G7

www.bowvalleycollege.ca

Some learners may qualify for Alberta Works funding.

Aboriginal Upgrading Program

Ph: 403-297-3817

This program, with an Aboriginal focus, accepts students for either full-time or part-time studies in a variety of subjects.

Aboriginal Pre-Trades Training

Ph: 403-297-3817

This program is specifically designed to assist Aboriginal people in establishing and maintaining careers in a wide range of trades. Students have the opportunity to investigate career options, build sustainable employment skills, challenge the Apprenticeship Exam, become an indentured apprentice and qualify as a journeyman in their chosen trade. Courses offered include:

- Apprenticeship Math and Science Preparation
- Life Management Skills
- Career Exploration
- Employment Preparation Skills
- Computer Applications
- First Aid/CPR
- WHMIS
- Construction Safety
- Job Shadowing
- Work Experience

Calgary Immigrant Women's Association (CIWA) – Pre-Employment and Employment Enhancement Workshops – see [Immigrant Training and Employment Programs and Services](#)

Calgary Drop-In & Rehab Centre – Career Training Initiative (CTI)

423 – 4 Ave. SE, Calgary, AB T2G 0C8

www.thedi.ca

If the individual is receiving Income Support, they will remain on Income Support.

Career Training Initiative (CTI)

Our focus is your future.

Ph: 403-699-8282

Fax: 403-234-0677

Email: cti@thedi.ca

Web: <http://www.thedi.ca/cti>

Mon-Fri 9:00 am – 4:00 pm

Ongoing Intakes

This three-week program gives low-income and homeless individuals the tools they need to enter the workforce as well-trained, long-term employees.

The program helps to build workplace skills with:

- Industry certifications, including Standard First Aid and CPR-C, H₂S Alive, TDG, Confined Space – Pre-Entry, CSTS with WHMIS, Chemical Hazards, Customer Service Awareness, Fall Protection Awareness, General Safety Awareness, Lockout & Tagout, Office Safety, Safe Work Practices, Toxicology, Flagger and Forklift;
- Computer training in Microsoft Office applications (Word and Excel), Internet Explorer and e-mail applications;
- Life skills workshops on topics such as stress management, conflict resolution, money management, effective communication and much more.
- Every Tues and Wed from 4:30 pm – 8:30 pm Clients can take online certifications for: Construction Safety Training, Transportation of Dangerous Goods, Confined Space and Pre-Entry. No appointment necessary. Students will be picked up at 4:30 pm on the 1st floor by the main elevator.
- First Aid, Flagger, Forklift Training and H₂S Alive may be booked on a waitlist basis. To register and find out about upcoming training opportunities, students must call 403-699-8282.

Classes and certifications are provided free of charge to participants. Course sizes are limited to maximize teaching effectiveness and individual support. Applications are available online or at the Information Desk on the 1st floor of the Centre and can be submitted by fax, mail or returned to the Information Desk.

Elizabeth Fry Society of Calgary

#600, 1509 Center St. S, Calgary, AB T2G 2E6
www.elizabethfry.ab.ca

Women's Healing Circle

Contact: Kerrie Morre
Ph: 403-297-0737 or
403-202-6633
Every third Fri of the month
1:00 pm – 4:00 pm

A peer support group for all women that incorporates a holistic approach to sharing, caring, learning and healing that incorporates a traditional healing concept which honours physical, mental, emotional and spiritual healing. Transportation (bus tickets) available.

John Howard Society

917 – 9 Ave SE, Calgary, AB T2G 0S5
www.calgaryjohnhoward.org

LEEP (Learning Employment Enhancement Program)

Contact: John Benoit or
Jessica Wood
Ph: 403-266-4566
Continuous Intake

This three-week program offers work tickets in H₂S Alive, Standard First Aid/ CPR, Construction Safety Training and WHMIS. It also includes job preparation with resumé and cover letter, self-management, computer training and a basic level Alternatives to Violence Program. It is aimed at people over the age of 18 who have a history of difficulty in obtaining or maintaining employment. Cost: \$25.

McBride Career Group Inc.

#410, 602 – 12 Ave. SW, Calgary, AB T2R 1J3
www.mcbridecareergroup.com

Some learners may qualify for Alberta Works funding.

Bridges to Success

Contact: Reception
Ph: 403-777-5627
Email:
bridges@mcbridecareergroup.com
Orientation 1:30 pm – 3:00 pm every Wed
Drop-in service
No appointment necessary

This new pre-employment program incorporates Literacy and the nine Essential Skills into the programming including: Reading Text, Document Use, Numeracy, Oral Communication, Working with Others, Thinking Skills (problem-solving, conflict resolution, research skills), Computer Use and Continuous Learning. This new design will include a number of assessment tools to be used, with the goal to develop competencies for individuals in the program while eliminating barriers to employment and enhancing job retention.

Essential Skills will be embedded into each of the modules offered including:

- Life management skills which includes modules for the working parent and conflict resolution
- Basic occupational skills which includes modules for customer service, job safety skills, office administration, customer call centre training and computer training
- Employment and Career Preparation which includes career planning, job search and job maintenance

In addition, a mandatory work experience component is included with a host employer where the individual has the opportunity to practice the application of the Essential Skills learned in the program. The length of the training program varies according to the number of modules an individual requires but the maximum length of training will be 26 weeks.