

The Community Works: Bridging the Labour Force Gap Program

Program Purpose

Community Works supports and links participants to resources, skill building opportunities, work experience and employment. A formal training plan combined with practical and on the job practice and training provides the foundation for successful entry into employment. This program is open to unemployed or precariously employed British Columbians who face significant barriers to employment. Examples include housing instability, addiction recovery, mental health challenges, limited essential skills, limited English language skills, and lack of work experience, among others.

We offer personalized coaching, hands on learning experiences, workshops in pre-employment skills, and practical skills training. Our program also provides support with job placement and ongoing support to ensure that participants have the tools and resources they need to succeed in their careers

Program Outcomes

Enhance skills through training/work experience and community inclusion

- ✓ Participants receive training in pre-employment skills and practical on the job experience and skills
- ✓ Participants are introduced to employment opportunities and employment ready resources which align with their employment goals

Create employment/fill the local labour force gaps/Increase support for local business

- ✓ Successful graduates filling entry level positions in the community and/or filling paid positions at Community Works Carpentry and Gift Shop
- ✓ Enhance quality of life, financial security, and social connection. Support graduates to contribute to their community economic capacity.

Provide a social experience through the program's group setting and social activities

- ✓ 5-7 individuals participating
- ✓ Work experience is accompanied by social gatherings, activities and excursions
- ✓ Explore work and social opportunities in and around the community of Nakusp

Program Requirements

Entry into this program is competitive, and not all applicants will be selected. A criminal record check will be required for participation but does not prevent entry. The Community Works Bridging the Labour Market Gap program is a limited-term opportunity for participants to gain labour skills and receive support in finding sustainable employment. Participants are required to follow the Code of Conduct, outlined below, and successful participation requires:

- A commitment of 20 hours/week participating in the program
- Participating in different activities, including but not limited to:
 - Workshops and educational programming
 - Manual labour
 - Job shadowing and trial work experiences
 - Community engagement and support
 - Job searching and applications
 - Social activities and team building

The program with all its facets is a training program. Nevertheless, a stipend will be paid every pay period (pay period = 2 weeks). Receiving the stipend and also scheduled raises is based on identified milestones and participation to closely match typical labour market work experience. Starting rate: \$175 per pay period.

Code of Conduct

The Community Works Bridging the Labour Market Gap program seeks to create a community focused on finding sustainable employment. We promote a culture of honesty, integrity and respect, with open communication. To do so, certain behaviours are expected, and others will result in disciplinary meetings, leading to expulsion from the program (documented verbal warning, then written, then disciplinary meeting discussing continuance in the program). All participants and staff must agree to this code of conduct.

- **Respect:** We require kind, caring, and supportive interactions among all participants, staff and others involved. Verbal and physical aggression will not be tolerated, and all identities and beliefs respected. Equipment and facilities will be treated with care.
- **Accountability:** responsibility for our words, decisions, actions, and consequences, especially work commitments (timing/ punctuality, preparation, completion/execution)
- **Professionalism:** appropriate appearance, clothing, and safety equipment, as well as work-appropriate language
- **Fairness:** financial and work assignments will be equally distributed and transparent
- **Corruption:** We discourage employees from accepting gifts from clients or partners. We prohibit bribes for the benefit of any external or internal party.
- **Communication:** All employees and participants must be open for communication with their colleagues, supervisors or team members.
- **Excellence:** All employees and participants strive for excellence, continually improving their skills, processes and performance.

Personal information collected from this form is only to be used by Arrow & Slocan Lakes Community Services [ASLCS] for the purposes to engage in the application process, determine eligibility, and provide key details to aid in client evaluation and assessment for the Community Works Bridging the Labour Market Gap program. Information will be kept in a secure location and may be accessed by contacting ASLCS Community Works staff.

Arrow & Slocan Lakes Community Services
205 6th Ave NW, Nakusp, BC, V0G 1R0
Phone: 250-265-3674
Email:

Section 1: Client Information

| | | |
|------------|---------------|------------------|
| Last Name | First Name | Middle Name |
| Address | | |
| City/Town | Province | Postal Code |
| Home Phone | Cell Phone | Alternate Number |
| Email | Date of Birth | Gender/Pronouns |

RELEASE OF INFORMATION

I hereby authorize Arrow and Slocan Lakes to obtain and release any of the social, educational or vocational information necessary to assist me in reaching my comprehensive vocational goals. I understand that the information shared will be treated as confidential and may be shared with responsible persons or agencies

I have read and understood the requirements to join the program as well as Code of Conduct and I am aware that I am expected to follow it in every activity of the program.

Client Signature:

Date:

Signature of Parent/Guardian (if Client is under 18 years of age):

1a) Are you legally eligible to work in BC?

- Yes
- No

1b) What is the highest level of education you have completed?

- Less than grade 10
- Some high school (grades 10-12)
- Grade 12 education, GED, or equivalent
- Evergreen Certificate
- Some post-secondary training
- Post-secondary degree
- Trades apprenticeship training
- Trades certificate
- Prefer not to say
- I am currently in school Full-time Part-time Area of study: _____

1c) Do you have an up-to-date resume?

- Yes
- No

1d) What do you feel are the barriers that keep you from finding employment? Tick all that apply!

- Difficulty finding childcare
- Single parent
- Mental health (depression, anxiety, etc)
- Addiction issues (drugs, alcohol, gambling, etc.)
- Criminal record
- Language barrier
- Lack of driver's license/ transportation
- Lack of education/ training
- Housing issues/ homelessness
- Lack of computer-/ job search skills
- Resistance to authority/being told what to do
- Other
Specify: _____