

DIRECTORY OF SERVICES

Older Adults, Employment & Training

Encore Careers – A New Horizons Project

By the **Saskatoon Council on Aging**

In Partnership with

Radius

YWCA Saskatoon

The Corps of Commissionaires- Northern Saskatchewan Division

Superannuated Teachers of Saskatchewan– Saskatoon Chapter



COMMISSIONAIRES
TRUSTED - EVERYDAY - EVERYWHERE

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Goodbye Freedom 55. Hello Freedom 70+

As a result of the increasing longevity and healthy-life period of older adults, the work opportunities and financial needs of older adults have changed significantly. For the cohort of people born in the 1920s, the life expectancy was less than 65 years and for those reaching retirement, the life expectancy was three years for males and eight years for females. Thus, "freedom 55" had some valence.

However, for the current cohort of retirees, those born in the 1950s, the average person was expected to reach 65 and, on average, enjoy 13 years of retirement for males and 17 years for females. The current cohort entering the workforce are expected to live well into their 80s with nearly one quarter living to the age of 100. A '**Third Age**' has been inserted into our lives. Thus, "Goodbye Freedom 55; Hello Freedom 70+."

In recognition of this 'Third Age', the Saskatoon Council on Aging, in partnership with Radius, Saskatoon YWCA, the Saskatoon Chapter of the Saskatchewan Retired Teachers, and the North Saskatchewan Branch of the Canadian Corps of Commissionaires, has undertaken **The New Horizons: Seniors Encore Career Project**. The purpose of the Project is to facilitate the engagement of older adults in the workforce and in entrepreneurial pursuits. The general aim is "to consider ways of redesigning life so that long lives become a gift that is energizing, creative and fun."

The Encore Careers Project encompassed two stages: an exploratory stage to assess the needs of older adults, and a second stage to explore career transition options. In the exploratory stage, focus groups and individual interviews were held with selected samples of older adults. The focus was on the older adults employed, seeking employment or wishing to enter into entrepreneurial endeavours. In the second stage, the focus was on service agencies and employers. The Project is ongoing with a focus on workshops and the employer dimensions.

It was soon realized that one of the major needs was for the development of a pathways and agencies document that could serve as a road map for individuals and agencies seeking support and services. As a result, the Directory of Service Agencies was developed. This document is available through the SCOA website: <http://www.scoa.ca/publications.html>.

Dr. Murray P. Scharf

Pathways to Employment

Recommended 1st steps based on individual situation

1. If you are **LAI D OFF/UNEMPLOYED** —>
 - A. **Laid Off** —>
 - i. Visit Service Canada website or office to apply for Employment Insurance.
 - ii. Access services available through Labour Market Services
 - B. **Unemployed** —>

Access employment services through Can-Sask/Ministry of Immigration and Career Training

2. If you live with a **DISABILITY** (visible or non-visible) —>
 - A. Contact SaskAbilities Council (page 19)

3. If you identify as a **FIRST NATIONS or METIS Persons** —>
 - A. Contact Saskatoon Tribal Council (page 15)

4. If you are an **IMMIGRANT OR REFUGEE** —>
 - A. Contact Global Gathering Place (page 16)
 - B. If you are a woman and a immigrant/refugee —> Contact International Women of Saskatoon (page 16)

5. If you are seeking to be an **ENTREPRENEUR** —>
 - A. Contact Edwards School of Business– Wilson Centre (page 8)
 - B. Contact Saskatoon Business College (page 10)
 - C. Contact Praxis School of Entrepreneurship (page 9)

1. Encore Career Partners

Commissionaires –North Saskatchewan Division

(306) 244-6588

www.commissionaires.ca

Offers training and employment opportunities to former military, police, RCMP, and the general public

Security Guard Training

Service Advantage for Customer Service Excellence

Security Supervisor Training

Security Training for Non-Security Professionals

First Aid Training/ Occupational Health & Safety

Workplace Management of Harassment, Conflict and Violence

Emergency Preparedness/Business Continuity

Radius Community Centre

(306)665-0362

www.radiuscentre.com

Offers Employment Programs:

Skills Enhancement Program (4 weeks)

Employee Development Workshops, Workplace Essential Skills, Career

Exploration and Planning, Resume, Cover Letter, Interview Prep, Job Search and access to Short Term Certificate Training or GED 12 prep.

Work Plus Program: For individuals living with a cognitive disability

Saskatoon Council on Aging (SCOA)

(306)652-2255

www.scoa.ca

Mission: A community based non-profit organization dedicated to promoting positive aging for all members of our community. We strive to achieve our mission by providing programs and services to promote dignity, health and independence of older adults

Resource Centre, Advocacy, Lifelong Learning Classes, Technology classes, Age Friendly Initiative, Education and Awareness, Caregiver Support and more!

Superannuated Teachers of Saskatchewan

(306)373-3879

www.sts.sk.ca

YWCA Saskatoon

(306) 244-0944

www.ywcasaskatoon.com

Employment and Learning Centre

Job Search Program (306)986-2873

Development of your individual employment plan

Assistance to update your resume, cover letter, and references

Job search techniques

Interview preparation

Help to search and apply for jobs online

Job Finding Club

One-on-one appointments, and support by email and phone

Short term training and computer upgrading

Labour market information and employer contacts

Help with your first days on the job and maintaining your job

Includes ability to be a part of **Job Finding Club**

2. Local Employment Agencies

Adecco

(306) 975-7170

www.adecco.ca

David Aplin Group

(306) 933-2428

www.aplin.com

Essence Recruitment

(306) 652-5209

www.essencerecruitment.ca

Express Employment Professionals

(306) 664-1441

www.expresspros.com/saskatoonsk

Trades Labor Corporation (TLC)

306-952-0055

www.tradeslabour.com

Intell Executive Search

(306) 934-1743

www.intellexecutivesearch.com

The Employment Solution

(306) 979-3301

www.tes.net

Kelly Services

(306) 931-4787

www.kellyservices.ca

People Ready

(306) 931-4787

www.peopleready.com

Saskatoon Labour Savers Inc.

(306) 244-2141

Larson & Associates Recruitment Services

(306) 244-2141

www.headhunters-canada.com

Lock Search Group

306-244-2000

www.locksearchgroup.com

Manpower

(306) 974-5451

www.manpower.ca

Quest Staffing Services

(306) 956-0050

www.queststaffing.ca

3. EDUCATION & TRAINING SERVICES

Academy of Learning (AOLCC)

(306)373-8700

www.academyoflearning.com

Individual classes

Specialized skills in Business, IT, Healthcare, Office Administration, Decorating, Police Science, Travel Counsellor, Legal Assistant

Career Counselling

Job search; Resume creation (targeted/online application focus); Job interview preparation

Professional counselling for mental health

Canadian Mental Health Association (CMHA)

(306)384-9333

www.cmha.ca

Life Skills Program: Open to adults with diagnosis of a mental illness
18 weeks (11 weeks in class, 7 weeks in the community)

Focuses on: Self, Family & Relationships, Lifestyles, Community, **Job/**

Education

Choosing the right career

Exploring further education

Finding and keeping a job

Testing job skills

Dealing with employers, fellow employees

Online registration

Edwards School of Business

(306)966-4785 (Main Campus)

(306)966-8686 (Downtown Campus)

www.edwards.usask.ca

Undergraduate and Certificate Programs

Wilson Centre (Entrepreneurship)

Contact: Alix Hayden -Email: alix.hayden@usask.ca

Building Ideas Program

Education and Leaders Workshop

Lab Sessions

Government of Saskatchewan

Labour Market Services (306)933-6281 // 225 1st Avenue North (Saskatoon)
Workforce Development for People with Disabilities (WFD-PD)

Praxis School of Entrepreneurship (Global Infobrokers Inc.)

(306)664-0500

www.praxischoolofentrepreneurship.com

Mission: Provide relevant, current, practical and readily applicable learning experiences for adults and young adults delivered by people experienced in their field and to contribute to initiatives that support entrepreneurial and international development

Programs:

startSMART- Should you be in business?

staySMART- Increase chances of developing your business

growSMART- Increase chances of growing strategically

exitSMART- Succession planning

workSMART- Prepare individuals to work entrepreneurially within existing organizations.

Workshop- Are you an Entrepreneur?

Other programs:

Microsoft Office for Department of National Defense and Business and Industry

Photojournalism and Advanced Video Production for DND

Bookkeeping and Computerized Accounting Software
(Simply Accounting)

English as a Second Language

Quint Developments- Core Neighbourhoods at Work (CNAW)

(306)978-4041

www.quintsaskatoon.ca

Programs and services are open to residents of Saskatoon's core neighbourhoods and surrounding area

Resumes and Cover Letters

Interview preparation

Job Searching

Safety Tickets (Food Safe, WHMIS, Forklift, etc.)

Moving Forward Workshop 1: 3 week course focuses on Self-Esteem and Assertiveness

Moving Forward Workshop 2: 2 week job readiness course focuses on resumes, job searching and interview preparation.

READ Saskatoon

(306)652-5448

www.readsaskatoon.com

Courses available for adult learners:

Improve literacy skills

One-on-One Tutoring/Group Tutoring

Financial literacy workshops

Saskatoon Business College (SBC)

(306)244-6333

www.sbcollege.ca

Diploma Programs: Business; Clerical; Computer; Healthcare and Online programs

Most courses can be completed within 1 year

Saskatoon Council on Aging – Technology Courses

(306)652-2255

www.scoa.ca

Tech Buddy: Offered twice a year

In partnership with Holy Cross High School

Three 1 hour sessions with a high school student

One-on-One help with Apple Products

\$40 for two 1.5 hour sessions

Saskatoon Food Bank and Learning Centre

Amber Clare (306)664-6565 ext. 224

www.saskatoonfoodbank.org

Literacy Program: For individuals wanting to upgrade their education

Literacy, Numeracy and Computer Skills

3.5 months, Monday-Thursday 9:00am-2:30pm

Workplace Experience Program: Hands on work experience and training

6 months, Monday-Friday 9:00am-3:30pm

Eligible for Provincial Training Allowance

One-on-One job coaching and training

Earn training certificates

Saskatchewan Polytechnic

(306)659-4300

www.saskpolytech.ca

Offers programs on full-time or part-time basis, as well as some distance learning opportunities

Variety of courses to choose from

Courses range in price

Saskatoon Public Libraries

(306)975-7555

www.saskatoonlibrary.ca/technology-help

Basic computer skills

How to apply for jobs online

Rusty Macdonald, Carlyle King, J.S. Wood, and Round Prairie Branches

Call to book a free, one-on-one appointment

Saskatoon Trades and Skills Centre

(306)385-3500

www.saskatoontradesandskills.ca

Courses: Varied but may include- Customer Service, Fireman and Custodian, Construction Labourer, Intro to Municipal Operations, Personal Care Worker

No cost for courses

Those interested must: attend orientation, apply, be interviewed and

WANT to succeed

University of Saskatchewan

(306)966-4343

www.usask.ca

Certificate, Diploma and Bachelor Degrees

College of Arts and Science

Saskatoon Seniors Continued Learning Inc. (SSCL)

(306)343-6773

www.artsandscience.usask.ca/noncredit/sscl.php

Non-Degree Courses

Individuals aged 55+

Courses deal with a wide range of literary, political, scientific, religious and artistic programs.

No pre-requisites, textbooks, essays or exams

Held annually in 3 terms

Courses \$55/each— tuition waived for those over 65 years of age (potential)

YWCA Saskatoon

(306)244-0944

www.ywcasaskatoon.com

Computer Courses

\$275 for 8 hours of instruction

Available courses: Intro to computers; Internet and Email; Excel;

Word; Publisher and PowerPoint

4. Government of Canada

Service Canada Centre- Market Mall (Saskatoon)

1-800-529-3742

www.canada.gc.ca

Canada Pension Plan (CPP)

1-800-277-9914

TTY 1-800-529-3742 (CPP)

TTY 1-800-255-4786 (Income Security)

Required Steps:

My Service Canada Account -> Personal Access Code -> Banking

Info -> Date to begin withdrawing pension

Individuals can apply a maximum of 12 months prior to start date

Individuals aged 65 years + 1 month can request retroactive payments

Individuals may apply for and receive full pension payments at 65 years of age

Or, may begin collecting at 60 years (at a reduced amount)

Or, may begin collecting at 70 years (at increased amount)

Individuals may continue to work while receiving CPP, until 70 years of age

CPP contributions during this time (65-70yrs) go towards post-retirement benefits

Old Age Security (OAS)

OAS Pension: Automatic enrolment 1 month after 64th birthday

Can defer for up to 5 years

Employment Insurance (E.I.)

Individuals may apply for E.I. benefits prior to receiving ROE (Record of Employment)

Apply online at www.canada.ca

Regular Benefits:

Unemployed

Seeking Employment

Capable of working

Must have 630 hours of employment in last 52 weeks

1 week waiting period

28 days from time claim is made until funds received

Can lose benefits if application is delayed, apply ASAP

Confirmation number needed

My Service Canada Account

Personal Access Code

4 digits

Access to Job Bank

Career Centre (Can-Sask): Open to the Public



4A. Government of Saskatchewan

Ministry of Immigration and Career Training (formerly known as Labour Market Services)

(306)933-6281

Needs Assessment with career counsellor

Career information and tools to match your skills, interests and goals

Computer and Internet Access

Information on training options and funding for training

Resume and Cover Letter assistance

Referrals to community based organizations based on needs

Employment agencies, counselling services

Access to the online National Job Bank

Access to Career Centre Resource Room



5. First Nations and Métis People

Gabriel Dumont Institute

www.gdins.org

(306)242-6070

Located in 11 communities across Saskatchewan

Training and Employment

Programs based on labour market needs and trends, and clients may receive financial support through help with tuition, living allowance and employer subsidies where eligible.

Employment Support Services (Walk-In)

Current Labour Market Information

Job boards, Job postings

Computer, Fax and Copier for updating resumes

Career Counselling, Action Plan Development, Labour Market Analysis, Career Assessments

Individual Sponsorship Program

Sponsor individuals to attend training programs with the goal of helping Métis clients prepare for the workforce and obtain and maintain long term, quality employment

Wage Subsidy: For clients who want to enter or return to the workforce by participating in a practical work experience. Employer will prepare trainees for the Labour Market by using and enhancing their skills.

Apprenticeship Subsidy: This assists Aboriginal individuals secure apprenticeship positions with employers to help them develop marketable skills and experience with a plan leading to Journey person status.

Saskatchewan Indian Institute of Technologies (SIIT)

(306)373-4777

www.siiit.ca

Career Centres:

Links to Employment, Technical Training, Job Coaching
 Driver's License training, Career Planning, Academic Upgrading
 Career Counselling, Safety Training, Apprenticeship Training
 Apprenticeships: Shelley Macnab (306)244-4460
 Scholarships and Bursaries
 Adult Basic Education
 Health and Community Studies
 Business Technology
 Trades and Industrial

Saskatoon Tribal Council – Employment Skills and Training

www.sktc.sk.ca

Available to On Reserve STC Member Nations and Off Reserve (First Nations residents)

Goals/Mission:

Necessary opportunities for employment success
 Increase employment levels of First Nations people
 Decrease social dependence
 Improve economic independence

Rural Labour Force Development (306)956-6100

Aboriginal Skills & Employment Training Strategy (ASETS)
 Employment Services
 Career Decision
 Preparation Programs
 Career Track Programs
 Work Experience Programs
 First Nations Persons with Disabilities Program

Urban Labour Force Development (306)659-2500

Federal Government Aboriginal Human Resources Development
Strategy

Services:

- Career Training
- Academic Preparation
- Employment Programs
- Mobility Programs
- Employment Service Programs
- Disability Programs

STC Career Centre

- Job postings
- Technological Support
- Workshops
- Access to computers and Internet
- Resumes
- Job Search
- Career Counselling



6. IMMIGRANTS & REFUGEES

Global Gathering Place

(306)665-0268

www.globalgatheringplace.com

Computer Classes:

Basic Keyboarding

Navigating the Internet

Microsoft Office

Resume Clinic

Skills Building

Employment

Money Management

I'm Hired, Now What?

International Women of Saskatoon (IWS)

(306)978-6611

www.internationalwomenofsaskatoon.org

Employment Training Program (ETP)

Training for women who have been in Saskatchewan for less than 5 years

Courses include: Workplace literacy and Public Speaking; Food Safe, First Aid/ CPR and WHMIS; Resume, Cover Letter and Job search; Career Action Planning and a 6-week unpaid work placement

Saskatoon Open Door Society (SODS)

www.sods.sk.ca

(306)653-4464

Language Assessment

Program Selection (1st point of contact)

Referral to Appropriate Program (Counsellor)

Service Provision: Analyze and Identify barriers to employment, and to provide services through diverse programs according to individual needs, skill level, capacity, education and experience.



Life and Employment Enhancement Program (LEEP)

(306)653-4464 ext. 357

schakraverty@sods.sk.ca

Open to permanent residents

Canadian Language Benchmark (CLB) 2-4 English level

Must have less or equal to grade 12 education

Eligible to work in Canada

Reside in Canada for less than 5 years

Minimal/No formal work experience

Difficulty finding employment and keeping it

We Connect Job Fair

Bi annual, multi-sector recruitment event aimed at connecting global talent with local employers.

Employment Services Unit

Employment Assistance

Supportive Services

Employment Assistance

Employment consultation and guidance

Goal Setting

Action Plan Development

Job Search

Cover Letter and Resume writing

Saskatchewan Intercultural Association

www.saskintercultural.org

Renata Andres (306)978-1818 ext. 220

Mentorship Program

Legally be able to work in Canada

Possess University degree and received some or all education and work experience outside of Canada

Possess diploma/certificate or certification/experience in a trade outside of Canada

Be unemployed or not employed in your area of training

Free work readiness program

Intakes in February, May and September

8 weeks of in-class workshops

8-12 weeks of work placement

Financial Support Available

7. Disability Services

Canadian Council on Rehabilitation and Work

1-800-664-0925

www.ccrw.org

Crocus Co-Operative

(306)655-4969

www.crocuscooperative.org

Employment and Training services for individuals with mental health disabilities

Workforce Development for People with Disabilities Program

Labour Market Services /Ministry of Immigration and Career Training

www.saskatchewan.ca

Funding to assist individuals with disabilities to prepare for, secure and maintain employment.

“On-the-Job” training

Vocational and Work Assessments

Psycho-educational assessments

Job Coaching

Support for employers and disability related costs in a variety of educational and training programs.

Learning Disabilities Association of Saskatchewan (Idas)

(306)652-4114 ext. 4

www.idas.org

In House Supports:

Computer training, Job coaching, Job shadowing, One-on-One tutoring,

Professional training allowance, GED, WHMIS, First Aid/CPR, Counselling

Employability Coaching:

Identify career path and how to get there

Identify barriers to success

Create Resume and Cover Letter

Interview preparation

Learn soft skills essential to surviving the workplace

Learn coping strategies to ensure job sustainability

Identify other resources available in community

SaskAbilities Council- Partners in Employment

(306)657-2450

www.saskabilities.ca

Employment and Training Services for job seekers with hidden and visible disabilities

Resume and Interview Skills

Job Focus/Vocational Planning

Job Search/Job Coaching

Mentoring/Follow Up

Supporting employers with accommodations

Saskatchewan Association of Rehabilitation Centres (SARC)

(306)933-0616

www.caringcareers.ca

Supported Employment Transition Initiative (SETI)

Saskatchewan Association of Community Living (SACL)

(306)955-3344

www.sacl.org

Employment, Education and Transitions

Work with employers and provide information on disability

Offer practical tools to help create successful bridge to employment

Act as a liaison for funding for job coaching or other disability related costs

Attending job interviews and providing disability information to employers and businesses

Provide job maintenance support when necessary

Find community employment

Provide information about funding and accommodations available for individuals considering post-secondary education and other training programs.

Saskatchewan Deaf and Hard of Hearing Services

(306)665-6575

www.sdhhs.com

Vocational Counselling

-Step-by-step assistance to help people achieve their career or education goals

The Way to Work Program (SIASST)

Student Development (306)933-6350

Counsellor for Academic Programs (306)933-7510

Deaf and Hard of Hearing Program (306)933-7548/933-7510

8. COUNSELLING SERVICES

Catholic Family Services

(306)244-7773

www.cfssaskatoon.sk.ca

\$25/session (for individuals who make under \$80,000/year)

Emotional Stress

Work Related

Family Counselling Services

(306)652-3121

www.family-counselling.ca

Financial

Career planning and assessment

Loss resolution

Life transitions

Family Service Saskatoon

(306)244-0127

www.familyservice.sk.ca

Counselling

Price based on sliding scale

Mental Health and Addiction Services

(306)655-7777

Anxiety & Depression

Stress

Life Challenges

Saskatoon Food Bank and Learning Centre

(306)664-6565

www.saskatoonfoodbank.org

Counselling Services

In partnership with Catholic Family Services Saskatoon

No cost for low-income families

Monday-Friday 8:30am-3:30pm

Walk-Ins on Mondays

9. ONLINE JOB SITES

1. WWW.INDEED.COM
2. WWW.JOBBANK.GC.CA
3. WWW.KIJJI.CA
4. WWW.SASKJOBS.CA
5. WWW.WORKOPOLIS.COM



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