

She-Covery Response: Building Skills For Work

The She-Covery Response: Building Skills For Work Program is a FREE program to help women who are unemployed or underemployed due to COVID-19 to access mental health services, participate in training opportunities, and connect with job search supports through Employment Ontario.

If you identify as a woman who has been laid off and/or underemployed, and can benefit from Essentials Skills upskilling, this program is for you!

You can benefit from three key services:

1 MENTAL HEALTH SUPPORT

The She-Covery Response program offers you a safe space to identify who you are, what you bring, and where you want to go. It helps you to redefine your life and career goals by helping you develop an action plan and track your own progress.

Ongoing Holistic Well-Being & Mental Health Workshops

Overcoming Job Search and Performance Anxiety

Every other Tuesday, starting July 27, 2021, 1-3PM

Learn how to improve your confidence and manage fears of public speaking or of putting yourself out there in different situations (job interviews, phone calls, conference calls, Zoom and/or in-person presentations).

Mission, Passion, and Career

Every other Thursday, starting July 29, 2021, 1-3PM

We spend a large part of our lifetime at work, so it is important to learn about the factors that can lead to choosing a career which is fulfilling. In this workshop, you will reflect on some of these factors that may help you choose a career path that brings you satisfaction.

Becoming a Self- Starter

Every other Tuesday, starting August 17, 2021, 10AM-12PM

Reflect upon the reasons we tend to procrastinate and avoid taking actions and making the decisions that are necessary to fulfill our dreams. Build and sustain self-commitment and purpose by staying motivated and developing habits that are essential to reaching your personal and professional goals.

2 TRAINING ESSENTIAL SKILLS COURSES

Through a thorough needs assessment and development of a life and career plan, we determine which courses and Essential Employability Skills you will need. Once your plan is confirmed, you will gain access to the training sessions (see available courses and eligibility criteria on next page).

3 ACCESS TO EMPLOYMENT ONTARIO SERVICES

You will receive direct referrals to Employment Ontario agencies and other resources that can help you with:

- Labour market exploration
- Resume building
- Career goals development
- Interview preparation
- Finding meaningful employment and/or internship

See next page for contact information if you are interested in registering for these workshops or have any questions.

Visit our website: www.mnlct/she-covery

TRAINING ESSENTIAL SKILLS COURSES



1. Digital Transformation

Learn about digital transformation, what companies in different industries are doing, and best practices.

2. Managing the Virtual Workplace

This course covers virtual workplace fundamentals, plus how to create telework programs, build virtual teams, leverage technology, and overcome cultural barriers.

3. Emotional Intelligence

Develop your emotional intelligence (EQ) to manage emotions, build relationships, and connect with others.

4. Women Leadership

Explore your strengths as a potential leader while looking at examples of powerful women and conducting exercises to enhance your skills.

5. Skills you Need to Know for Workplace Success

Being able to identify key skills will allow you to see which ones you possess, which ones you should develop, and how they help in the workplace.

6. E-commerce Management

Learn the skills to manage e-commerce business to success.

7. Building Relationships for Success in Sales

This course will help you build relationships for success in sales and help you connect with your customers.

8. Negotiating Results

Learn the skills that you need to become a successful negotiator.

9. Beyond Workplace Politics

Learn to use social and emotional competencies to lessen the impact of workplace politics in your career.

10. Workplace Diversity: Celebrating Diversity in the Workplace

Learn the skills to lead diverse individuals and help them work as a team.

11. Working Smarter: Using Technology to your Advantage

Computers, applications, software purchases, technical training, IT budgets, security, privacy, usage policies, ergonomics, instant messaging, and telecommuting are all covered.

12. Becoming Management Material

At its core, leadership means setting goals, lighting a path, and persuading others to follow.

13. Fostering Innovation

Learn how innovative companies conduct business, and how to foster innovation in your own workplace.

14. Public Relations Bootcamp

Learn how to determine the type of information that is required in a particular situation, ways to approach PR strategically, how to create compelling releases, and techniques for managing media relations.

15. Crisis Management

Learn how to create a crisis management plan that will help your business prevent, respond to, and recover from all types of crises.

ESSENTIAL EMPLOYABILITY SKILLS

Based on your individual needs, the courses above will help you to get and/or improve the **5 Essential Employability Skills** needed to succeed in the workforce. They are:

1. Communication
2. Numeracy
3. Critical Thinking & Problem Solving
4. Information Management
5. Personal & Interpersonal

INTERCULTURAL COMMUNICATION IN THE CANADIAN WORKPLACE (ICCW) COURSE

In partnership with Ryerson University

This course series is offered through Ryerson University's Workplace Communication in Canada (WCC) Program which helps internationally and Canadian-trained individuals develop the intercultural communication and soft skills necessary for meaningful employment and career mobility in the Canadian labour market.

Who is eligible?

If you: self-identify as a racialized and/or marginalized woman

- live in Ontario
- currently face unemployment or underemployment conditions
- need upskilling/re-skilling training
- are eligible to work in Canada (EO referrals)

Where is this course offered?

The activities of the project were designed to be delivered virtually however, once allowed by health authorities, a hybrid model will also be implemented to meet participants' learning needs – this will be assessed on a case-to-case basis.

The Centre's location at 1122 Finch Avenue West would be our "home" office for the project, however, we envision taking our training to employer sites as well and out into the community at large.

When can you register?

We offer continuous intake. You can register whenever you are ready to join!

How to apply

If you are interested in registering for these courses or have any questions, contact:

Lizeth Teran

Email: shecovery@mnict.org,

Phone: 647-776-2057 x 3341

Lizeth Teran guides each participant through the application process and explains what they can expect from the program.

Visit our website for more information:

www.mnict.org/she-covery