



The City of Calgary

Youth Employment Centre

YEC's Mission

To deliver comprehensive career development and employment services accessible to all Calgary youth ages 15 -24 years

Youth Demographics

- YEC works with youth 15 –24 who have:
 - Dropped out of high school
 - Are in the process of completing high school, post secondary or other training programs
 - Graduated from high school
 - Graduated from post-secondary and are looking for career opportunities
 - YEC registers 2,300 youth for services every year

YEC Services

- Year Round Services at no cost for:
 - Youth
 - Employers
 - Community Groups & Organizations

YOUTH SERVICES



Career Planning

- Guide youth through the career planning process
- Help youth connect with professionals for informational interviews

Access Community Resources

- Provide assistance in accessing resources including health care or emergency resources
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Job Search Resources

- 5,200 youth visits last year
- Help youth to target resume, cover letter and portfolio
- Offer mock interviews, provide cold calling tips, networking
- Access job boards with 100s of job postings
- Youth may work independently using free computer, internet, phone, fax and photocopier access

Youth Leadership Program

- There are 4 program assistants who are hired for an 18 month period to work in the resource area
- Help clients with computer skills, resume writing, and job search
- They also assist counsellors and programs
- Program assistants are encouraged to identify career paths so that YEC can assist them in transitioning into their field of interest.

Youth Advisory Committee

- Group of volunteer youth who meet on a monthly basis to advise YEC on programs, initiatives and marketing materials
- Opportunity for youth to learn new skills such as public speaking, leadership, team work and decision making skills

COMMUNITY & SPECIAL EVENTS



Community Relations

- YEC provides free workshops for youth on a variety of career and employment topics
- Staff attend career and job fairs throughout the year to educate youth on the opportunities and resources at YEC
- YEC reaches 10,000 youth a year

Scholarships and Bursaries

- YEC has annual Scholarships and Bursaries that are awarded to youth ages 15-24, sponsored by employers
- YEC's Spring Scholarship Program offers \$1000 Scholarships to youth pursuing upgrading, training, or post-secondary education
- Bursaries are available at the counsellor's discretion to help youth in need reach their employment or education goals
- To date, YEC has awarded over \$25,000 in scholarships to clients for training, upgrading and post-secondary education

Two Annual Hiring Fairs

- YEC's Online Hiring Fair was from Oct 1-8
- Youth can check out job postings, view company profiles, search for free, ask questions on blog 24 hours a day
- Over 3,000 unique visitors accessed the Online Hiring Fair
- The Summer Hiring Fair was April 17
- Over 80 employers were on-site
- Over 3,500 youth were in attendance

Employer Services

- YEC worked with over 500 employers last year
- Employers can submit job postings for youth to view at YEC at no charge
- In the last year, YEC had approximately 2000 jobs on the job board
- Employer Partnerships

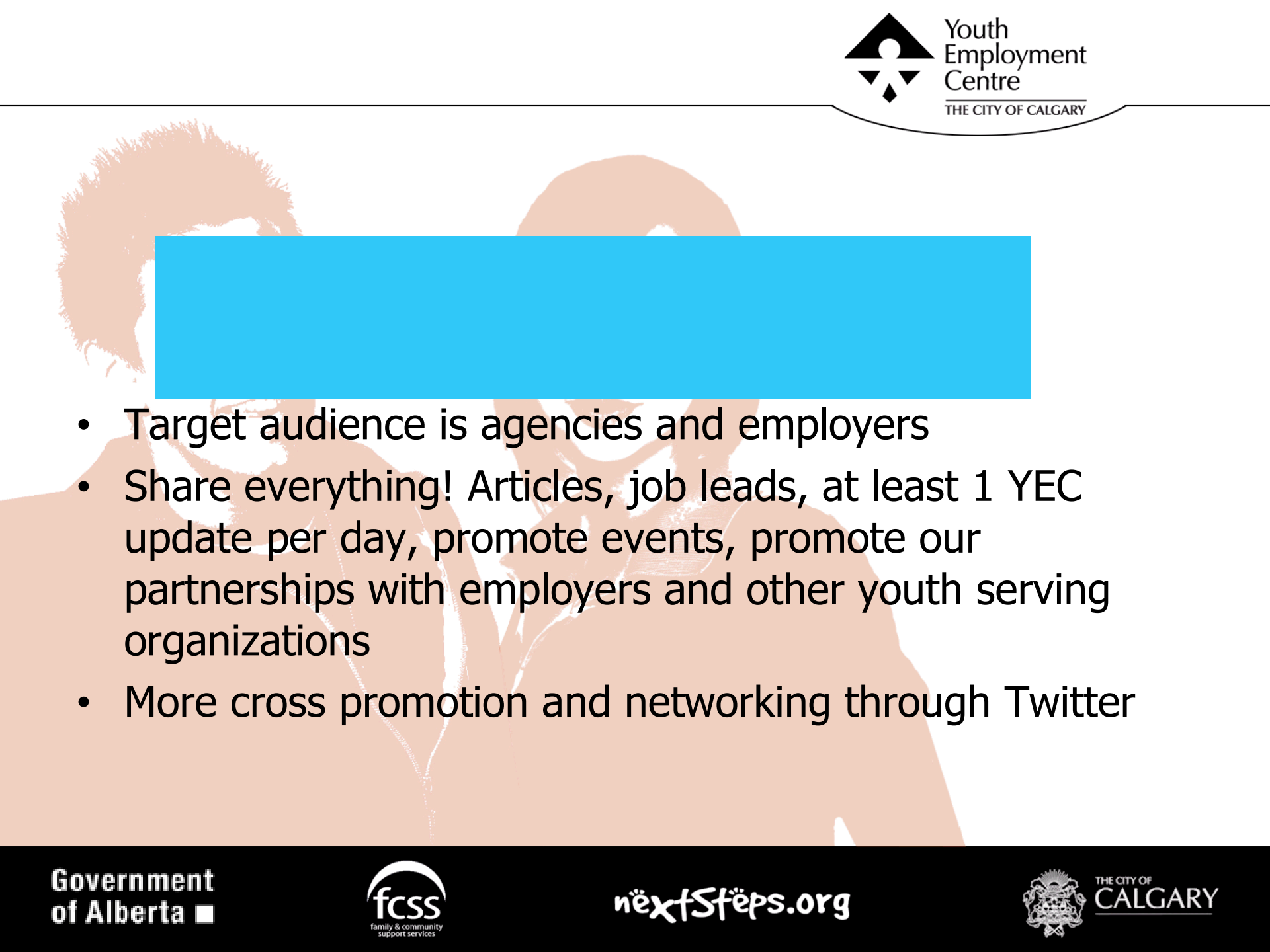
nextSteps.org

- Online career exploration and self assessments
- Articles written by YEC staff profiling different careers
- Links to social media and blog
- Useful links for job searching
- Advice on how to write effective resumes and cover letters

Social Media



- Target audience is youth, 84% of followers fit our demographic
- Share YEC updates, entry level job opportunities for youth, post YEC events

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- Target audience is agencies and employers
 - Share everything! Articles, job leads, at least 1 YEC update per day, promote events, promote our partnerships with employers and other youth serving organizations
 - More cross promotion and networking through Twitter

LinkedIn

- Target audience is young professionals and job seekers
- Post YEC updates to page

YouTube

- Posted a video by a youth from our summer Jump \$tart program and video instruction on how to get to YEC from the City Hall C-Train station
- Videos for employers and youth



- Target audience is youth and job seekers
- Started as a blog for Project Protégé program and have added other programs this year
- Content more youth driven
- Post blog articles before hiring fairs to help youth prepare for events

PROGRAMS



Vulnerable Youth Outreach

- Works with vulnerable youth 15-24 to support employment, training and education goals
- Team includes
 - Immigrant Youth Outreach Worker
 - Aboriginal Youth Outreach Worker
 - Vulnerable Youth Support Workers

Born to Be Aboriginal Youth Program

- 20 week career and living skills program for Aboriginal youth 15-24 years who are not working and not employed
- Module one consists of life skills, pre-employment, cultural and recreational activities
- Module two consists of a 10 week work mentorship
- 12 seats available and interested youth will go through an interview and assessment process
- Two program Staff are hired including a Life Skills Facilitator and a Commitment Coach

Discovering Your Opportunities

- Life skills and work experience program for young moms
- Takes place over 5 weeks in the summer
- Students earn high school credits
- Students work with an employment counsellor
- Partnership with Calgary Board of Education and Catholic Family Service

- Practical one-on-one assistance to address education and employment barriers, including basic needs, child care, parenting skills, housing, transportation, legal issues
- Work closely with participants and their families to interrupt the 'cycle of crisis' they often experience
- Access support services and provide information and support to address ongoing issues
- Assist participants in the development of action plans and setting goals for the future

Project Protégé

- A partnership between Rocky Mountain College, The University of Calgary Social Work and Mount Royal Recreation departments and the City of Calgary
- Students apply for the program and are matched with a City of Calgary mentor
- Students work with a counsellor to transition to life after school and attend training on job search and career development

Job \$mart

- 15-17 year olds involved in the justice system
- Employment and life skills training
- Youth participate in 10 group sessions
- PLUS they choose 8 career and personal development activities to do on their own
- Potential to earn community service work credit

Jump \$tart

- 3 week summer program for 15 & 16 year olds with no work experience
- Job search and career planning workshops
- First Aid training
- Workplace tours
- Extended job shadow

Funders

- YEC receives funding from the following sources for programs and service delivery:
 - The Government of Alberta
 - The City of Calgary
 - Family and Community Support Services