

PILLAR #3 - EDUCATION

- Brant Skills Centre is a community-based registered charity.
- We work with adults and older youth interested in improving their literacy and essential skills.



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1

The Five Key Services We Provide Include:

1. Information and Referral – This service provides a wrap-around approach
2. Assessment (also referred to as a Skills Check-in)
3. Learner Plan Development
 - learner's goal
 - background information
 - assessment results
 - learning activities
 - milestone tasks
 - culminating task
 - program duration
 - additional supports required by the learner
 - referral results
4. Training
5. Follow up



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2

Who Are We?

We have a team of eight staff that fulfill the roles required to successfully provide the five key services listed above.

We also have trained volunteer tutors that support the learners with lower literacy levels in a 1:1 format (waitlist)



3

Training

We offer individualized training/learning programs, as well as what we call targeted training for work, learning, and life.

Programs are provided through 1:1, small group, and online (for select programs) formats. Some training/learning programs are listed below (see our website for more info.) include:

- Learning programs for people at level one (learning to read, write, etc.)
- Writing skills (spelling, grammar, paragraphs, essays, etc.)
- Math skills
- Digital skills (computer basics, iPad/tablet, Microsoft Office, smartphones, etc.)
- **Soft skills (time management, team work, attitude, motivation, etc.)**
- **Personal Finance (Financial Literacy)**
- CAEC preparation (formerly the GED) – Preparation to write the CAEC exams
- Employment Track Express
- **Apprenticeship Pathway**
- College Pathway
- **Point of Sale/Customer Service**
- Computer Basics (mouse, keyboard, operating system, etc.)
- Computer Basics - Bridging the Basics (files, folders, removable storage, effective internet use, etc.)
- Office in a Flash (Microsoft Office basics)
- Numbers in the Workplace (Excel)
- Writing in the Workplace (Word)
- Crafting with Cricket
- iConnect (iPad basics)
- Social Media (Facebook, Instagram, LinkedIn, etc.)
- **And more**



4

Program Needs & Skills Identification

Program needs are researched and identified through a plethora of resources/initiatives. As active participants in the literacy service planning process and Grand Erie labour market planning initiatives, partnerships with employment service providers, employers, and Social Assistance departments (formerly Ontario Works), and through reports specific to the Grand Erie region, our team utilizes information to develop relevant programs.

Identification of skills required within our community is two-fold. We identify skills as listed in the above. We also work with individuals on identifying what skills they need in relation to job market trends, education requirements, and requirements for greater independence. We also respond to community needs by monitoring any waitlists we may have, which assists with delivering relevant and in-demand programming.



5

Eligibility & Training

We serve all adults and older youth who meet our eligibility requirements. Eligibility requirements include (some exceptions apply):

- 18 years of age and older
- Not currently enrolled in school
- Resident of Ontario (Canadian Citizen, Permanent Resident, or Refugee Claimant with a 900 series SIN)
- Sufficiently proficient in speaking and listening in English

Using our training/learning programs, participants can learn how to create a resume and cover letter using Microsoft Word, and prepare for interviews (presentation skills, etc.). We don't create their resumes for them, we support them in developing it themselves.



6

Alternate Referrals

- ESL – English as a Second Language (ESL) and the Language Instruction for Newcomers to Canada (LINC) through Grand Erie Learning Alternatives (GELA) <https://sites.granderie.ca/schools/gela/student-services/are-you-english-second-language-learner>
- Technical
- Upgrades
 - to upgrade skills contact Brant Skills Centre
 - Secondary School Credits contact the applicable school board
- Accreditation
 - World Education Services
 - ICAS - <https://www.icascanada.ca/home.aspx>
 - Trades Equivalency Assessment - <https://www.skilledtradesontario.ca/experienced-workers/trade-equivalency-assessment/>



7

Contact Information

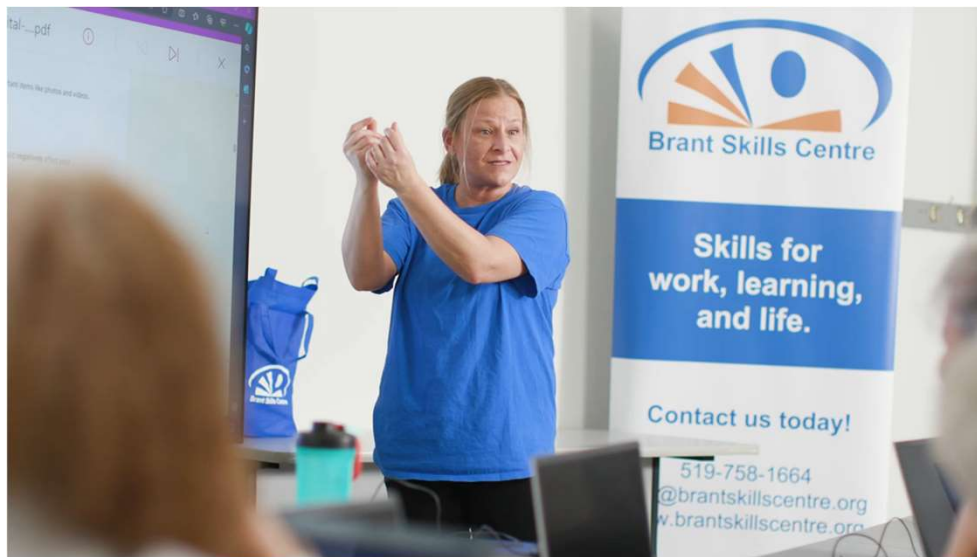
You can make referrals to Brant Skills Centre in any of the following ways:

- Call: 519-758-1664
- Text: 226-920-8071
- Email: info@brantskillscentre.org
- In-person
- Self-referrals are always welcome
 - A. Access our website to submit an online inquiry through either our General Contact Form <https://www.brantskillscentre.org/contact/>
 - B. or Learner Application Form <https://www.brantskillscentre.org/learner-application-form/>

People are welcome to stop in at our location to learn more and/or make an appointment – 225 Fairview Dr. Unit 1, Brantford



8



YouTube video link: <https://www.youtube.com/watch?v=l12WvxPZlpl&t=44s>

