

## Employment Supports for Single Mothers Vancouver

### A. YWCA



#### Focus at Work

[http://www.ywcavan.org/content/Focus\\_at\\_Work/185](http://www.ywcavan.org/content/Focus_at_Work/185)

Focus at Work assists women of any age assess their skills, establish clear career goals, and acquire the job search skills necessary to obtain and maintain employment. Whether you are a professional woman continuing your career, a job ready woman seeking employment in Canada, a recent graduate or someone looking for career change, Focus at Work can help you. 90% of participants find work through this program.

#### Program Highlights:

- No cost to participate
- Continuous intake – no waiting!
- One-to-one employment counselling
- Job search support until you find work
- You can start the program anytime

#### Focus At Work

8:30-4:00pm Monday to Friday  
602-1281 West Georgia Street  
Vancouver, BC V6E 3J7  
Tel: 604.688.4666  
Email: [focus@ywcavan.org](mailto:focus@ywcavan.org)

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#### Employment Resource Centre

[http://www.ywcavan.org/content/Employment\\_Resource\\_Centre/182/27/175](http://www.ywcavan.org/content/Employment_Resource_Centre/182/27/175)

The Employment Resource Centre assists men and women of any age find meaningful employment. They are a free one-stop job search centre that provides a wide variety of job search services including:

##### 1) Job Search Centre

- Resource library
- Telephone, photocopier, and fax services
- Workstations, computers, internet, and MS Office Software
- Job postings and industry specific information
- Workshops on job search related topics
- Knowledgeable staff to assist you

##### 2) Case Management Services

Experienced Case Managers offer assistance with return to work action plans and provide one-to-one employment counselling for participants looking for individual support with their job search and career planning. They can make referrals to:

- Job clubs

- Career planning programs
- Self-employment assistance programs
- Specialized community agencies

### 3) Training and Funding Assistance

Case Managers assess the participant's eligibility and suitability for government funding for training under the Skills Development and Employment Benefit (SDEB) Program.

#### **Employment Resource Centre**

9:30-5:00pm Monday to Thursday

9:30-4:00pm Friday

5<sup>th</sup> floor, 5750 Oak Street

Vancouver, BC V6M 2V9

Tel: 604.263.5005

Email: [erc@ywcavan.org](mailto:erc@ywcavan.org)

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#### **Connect to Success**

[http://www.ywcavan.org/content/Connect to Success/343/27/175](http://www.ywcavan.org/content/Connect%20to%20Success/343/27/175)

The Connect to Success Mentorship Program is for professional or skilled women over 19 who are unemployed or underemployed (work less than 20 hours/week). Move your career in the right direction with the help of a mentor. This free mentorship program is for women who are entering or re-entering professional or skilled careers. Connect to Success provides women with an opportunity to:

- Connect with a female mentor for six months and build a one-to-one career-based relationship
- Participate in workshops focusing on personal and career development
- Get information about networking and career resources

Mentors are professional women who are successful in their careers and able to share their experience with a mentee. Mentors come from a wide range of careers including business, health care, science, arts, technology, and trades. Mentors are matched with mentees based on common career interest.

## **B. Family Services of Greater Vancouver**

#### **Employment Resource Centres**

The two Employment Resource Centres offer a free service available to all residents of the Greater Vancouver area who are unemployed or underemployed and legally entitled to work in Canada. We provide an information, counselling, and referral service for employment and career options, education and training opportunities, community resources, and job search tools.

Both Employment Resource Centres offer individual employment counselling and case management by appointment. Case Managers are available to assess your skills and needs, and offer one to one support in developing a detailed return to work action plan to reach your employment objectives. Both centres

also have full service resource rooms to assist individuals with their independent job search.

*Program Features:*

- There are no fees for this program
- Case Managers by appointment for employment counselling, referrals, case management and expert help with Skills Development Employment Benefit applications
- Resource rooms with up-to-date library information on careers and training, job search skills, and labour market trends
- Updated job postings and daily newspapers
- Use of computers with high speed internet access for job search
- Free resume assistance and resume typing
- Free photocopying, local faxing, and phone calls for job search
- Resource Room Advisors onsite to provide friendly, supportive assistance

<b>Vancouver East Employment Resource Centre</b> 300-1638 E. Broadway, Vancouver Tel: 604.434.0367, press 4 <i>Hours:</i> Monday to Thursday: 9:00-5:30pm Friday: 9:00-3:00pm	<b>Vancouver Downtown Employment Centre</b> 200-1033 Davie Street, Vancouver Tel: 604.434.0367, press 5 <i>Hours:</i> Monday to Thursday: 9:00-5:30pm Friday: 9:00-3:00pm
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## **C. Gordon Neighbourhood House**

### **Free Adult Employment Program – Workshop Series**

Provides supportive and pro-active environment for adults with a clear job target, who are unemployed or underemployed (less than 20 hours per week), legally entitled to work in Canada and motivated to find work.

This program offers:

- Ongoing ½ day workshops running Monday to Friday 9:00am – 12
- Access to the computer lab and resources after workshops
- Group and individualized counselling support
- Clerical support with access to photocopying and faxing
- Assistance creating professional resumes and cover letters
- Development of self-marketing strategies such as how to make cold calls
- Strategies for accessing the hidden job market
- Development of effective interview techniques

1019 Broughton St.  
Vancouver, BC V6G 2A7  
Tel: 604.683.2554  
Web: [www.gordonhouse.org](http://www.gordonhouse.org)