

# Are you thinking about going back to school, changing careers, or self employment?

The organizations listed on page 2 and 3 are ready to help you find ways to upgrade your education, prepare yourself for a new career direction, or work out a plan to start your own business.

## PEI Trucking Sector Council

offers information sessions to anyone interested in a career as a class 1A professional truck driver. Presentations cover a broad range of topics including the demand for industry workers, salary expectations, impact on family life, training options, and the realities of life on the road.

Sessions are offered every two weeks.

For more information, call 566-5563.  
Visit [www.peitsc.ca](http://www.peitsc.ca)



Funded in whole or in part through the Canada/Prince Edward Island Labour Market Development Agreement and/or the Labour Market Agreement.

## PEI Agriculture Sector Council

employs Agriculture Employment Officers to assist job seekers to find employment in agriculture all across the province. The Officers also assist employers in recruiting skilled workers. They assist in developing job advertisements and post these advertisements on the website at [www.peiagsc.ca](http://www.peiagsc.ca). They also provide information to both employees and employers on where to obtain training in agriculture.

Agriculture Employment Officers are available from April to December.

Western office: 436-1826  
Central office: 892-2591  
Eastern office: 838-1900



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**PEI BioAlliance** hosts and participates in many business development and educational activities, speaker presentations and special events related to Human Resources, Research and Innovation, and Commercialization. They also host many networking and social events for the PEI Bioscience Cluster.

For more information, call 367-4400.  
Visit [www.peibioalliance.com](http://www.peibioalliance.com)



## Tourism Industry Association of PEI (TIAPEI) offers:

- emerit training products and programs based on industry-defined standards and recognized across Canada
- Ready to Work program provides training and career planning
- Short courses on such topics as conversational French and tour guide
- Industry job board

For more information, call 566-5008.  
Visit [www.tiapei.pe.ca](http://www.tiapei.pe.ca)  
Visit [www.choosetourism.ca](http://www.choosetourism.ca)  
Click **Employment Opportunities**.



## Need details about jobs in specific sectors?

PEI Career booklets are available for the following sectors. Call for hard copies.

- **Aerospace** 892-3177
- **Culture** 367-4460
- **Health** 367-4460
- **Innovation and Technology** 566-3988
- **Residential Construction** 367-3366
- **Trucking** 566-5563
- **2009 Career Profile Handbook**  
has career information for 13 sectors and industries 620-3595

To find the booklets on-line, visit [www.employmentjourney.com](http://www.employmentjourney.com)  
Scroll down and click on **PEI Career Booklets**.



## PEI Construction Association

offers courses in

- Fall Arrest/Fall Protection Training
- Confined Space Training
- Power Elevated Work Platform Training (e.g. scissor lifts, zoom boom, cherry pickers)
- CPR and Emergency First Aid Training
- WHMIS training.

(Courses generally run once a month from September to June).

They also offer the **Skills Link** program. Youth who face barriers to employment get job preparation training and work experience.

For more information, call 368-3303  
or e-mail [bea@capei.ca](mailto:bea@capei.ca) Visit [www.capei.ca](http://www.capei.ca)



## PEI Business Women's Association

is a non-profit organization that represents business women across the province.

Their mandate is to empower and inspire women to succeed in their business endeavours by providing support, education and opportunities to connect with other women in business.

For more information, call 892-6040.  
Visit [www.peibwa.org](http://www.peibwa.org)



**Adventure Group** offers programs to youth, including ROPES (Rite of Passage Experience). Participants are given problem-solving exercises and tackle tough issues like inclusion, diversity, teamwork, risk, trust, communication, community, and much more.

Parenting and life management programs for youth and team-building for corporate clients are available. Customized sessions are offered throughout the year.

For more information, call 628-8668.  
Visit [www.adventuregroupepei.ca](http://www.adventuregroupepei.ca)



Funded by the Government of Canada's Youth Employment Strategy.

**Holland College Adult Education** offers classes across the Island to help with academic upgrading and GED preparation.

## Start dates for classes at Adult Education centres:

Charlottetown, Summerside, Westisle and Montague: **October 4**  
Morell and Souris: **November 1**  
Tignish: **January 4**

For more information, contact the central office at 566-9628 or 1-800-446-5265 and press 3.



Abegweit First Nation Adult Education Program: **October 4** call 676-2353 ext. 102

## Institute of Advanced Learning

offers GED preparation programs as well as academic credits to complete high school and prepare for post-secondary programs. Classes and courses start each week with small classes and individualized attention.

For further information or to register, call **Katherine** or **Don** at 368-2828 or e-mail [kmcquaid@aolpei.ca](mailto:kmcquaid@aolpei.ca)



**Collège Acadie Î-P-É** in Wellington offers a GED preparation program for mature students with options available in French or English.

High school credit courses for Acadian and Francophone Islanders are also available. Entry in the upgrading program is continuous and students study at their own pace.

For more information, contact **Christine Arsenault** at 854-3010.  
Visit [www.collegeacadiepei.ca](http://www.collegeacadiepei.ca)



**Career Bridges** is a 14-week career assessment and guidance program for adults considering a career change or further training.

The program will help participants determine the right career, strengthen pre-employment skills, arrange on-the-job work exposures, and provide guidance to achieving employment goals. Sessions begin **September 20**.

Call early to register.

**Summerside:** Greg or Sandy at 436-5739

**O'Leary:** Mary Lou or Patricia at 859-2039

**Charlottetown:** Aldene or Dave at 566-2811



Funded in whole or in part through the Canada/Prince Edward Island Labour Market Development Agreement and/or the Labour Market Agreement.

**Fitzroy Centre** provides a wide range of supports and services to adults who have experienced mental health issues. With a focus on recovery, supports include pre-vocational programs, housing, employment, and education.

Each individual is encouraged and supported to attain their highest level of independence and to return to the workforce.

At **Fitzroy Centre Employment Services**, employment counsellors work with clients in the following four areas: career decision-making, skills enhancement, job search and employment maintenance.

**Job Skills Training** is provided through group sessions and on a one-on-one basis. The pre-vocational program also offers an opportunity to practice and develop skills.

**The Resource Area** provides current resource material and job board, computer access, labour market information, and individual assistance.

**The Transitional Employment Program**, in partnership with local employers, offers term entry-level employment placements, allowing clients to gain valuable work experience and the opportunity to return to the work force.

**Hours:** Monday to Friday 8:30 to 4:30  
**Location:** 170 Fitzroy St. Charlottetown

For more information, call **566-4463**.

Funded in whole or in part through the Canada/Prince Edward Island Labour Market Development Agreement and/or the Labour Market Agreement.

**Notre Dame Place**, a program of the Canadian Mental Health Association/PEI Division, provides services to people with mental illness in East Prince.

These services include education, employment, residential, work day program, and social opportunities.

For more information, contact **Lila MacIsaac-Buchanan** at **888-2237**.  
e-mail: [ndplace.director@cmha.pe.ca](mailto:ndplace.director@cmha.pe.ca)  
Visit [www.cmha.pe.ca](http://www.cmha.pe.ca)

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**UPEI Webster Centre for Teaching and Learning** offers academic support for UPEI students. We offer help in writing, math, and science.

We also provide support to first-year students in their transition to university life and to students with disabilities. Tutoring services are also available.

For more information, call **894-2886**  
Visit [www.upei.ca/webstercentre](http://www.upei.ca/webstercentre)

### UPEI Centre for Life-Long Learning

develops, delivers, and is involved in a wide range of adult education activities, including: professional development certificate programs and short courses, the ProfitLearn series of short courses for small businesses, summer institutes and language programs, on-line continuing education courses, and customized training for businesses.

For more information, call **Lisa** at **566-0336**  
Visit [www.upei.ca/lifelonglearning](http://www.upei.ca/lifelonglearning)

**Workplace Learning PEI Inc.** partners with businesses, unions and organizations to assess the learning needs of employees and help them gain the Essential Skills needed to function well in today's workplace.

Strong Essential Skills are necessary to keep up with the increasing demands of the workplace, to be successful in trade certification, post-secondary training, or to get your GED.

For more information, call **368-6280**.  
Visit [www.nald.ca/workplacedpei](http://www.nald.ca/workplacedpei)

**Harmony Training Center** is a full-service training institution which currently develops programs to address the employment needs of youth ages 15 to 30 from Souris and surrounding areas.

For more information, contact **Pam MacDonald** at **687-2458**.

### PEI Career Development Services Inc.

provides

- Resource Centre with Internet access for job search, resumé work, and labour market research.
- Job Board in each location and at [www.careerservicespe.com](http://www.careerservicespe.com)
- Confidential assistance with career planning, training, job search, and applications for funding.

To be eligible for free services, individuals must meet at least one of the following criteria:

- Unemployed
- Working less than 20 hours a week
- Expecting a lay off notice
- Leaving job for medical reasons

Montague: **838-5453** Souris: **687-1526**  
Charlottetown: **626-2014** Bloomfield: **859-2776**  
Summerside: **436-0706** Wellington: **854-4156**

Visit [www.careerservicespe.com](http://www.careerservicespe.com)

Funded in whole or in part through the Canada/Prince Edward Island Labour Market Development Agreement and/or the Labour Market Agreement

### Canadian Youth Business Foundation Program (CYBF)

provides up to \$15,000 in start-up capital for entrepreneurs between the ages of 18 and 34 and can also provide referrals to other sources of loans and assistance. When you receive financing from CYBF, CBDC can provide a loan of twice the initial loan for added financial support. CBDC Central PEI and CBDC West Prince Ventures Ltd. deliver the program across the Island.

For more information, call  
Summerside: **Tania Maddix: 888-3793** or [tania.maddix@cbdc.ca](mailto:tania.maddix@cbdc.ca)  
Alberton: **Maxine Rennie: 853-3636** or [maxine.rennie@cbdc.ca](mailto:maxine.rennie@cbdc.ca)  
Visit [www.cybf.ca](http://www.cybf.ca)

**SkillsPEI** offers programs and services for job seekers, employers, and organizations. They can help clients eligible for Employment Insurance and unemployed people who are not EI eligible to prepare for and find employment.

**SkillsPEI** offices:  
**Ch'town:** Atlantic Technology Centre, **368-6290**  
**Summerside:** Access PEI, **438-4151**  
**O'Leary:** Future Tech West, **859-8898**  
**Montague:** 541 Main Street, **838-0674**  
Visit [www.skillspei.com](http://www.skillspei.com)

Funded by the Canada-PEI Labour Market Development Agreement and/or the Labour Market Agreement.

### The Self Employ PEI program

is administered through SkillsPEI, a division of the Department of Innovation and Advanced Learning.

The program assists individuals by providing financial support, business training, and counselling during the development and implementation of their business plan.

For more information, contact

**Montague:** **Karl Johnston**,  
Active Communities Inc.,  
**838-7034** or toll free  
**1-800-953-4030**

**Charlottetown:** **Allison Ramsay**,  
PEI Business Development  
**569-7797**

**Summerside:** **Robert Boyer**,  
CBDC Central PEI  
**888-3793** ext 3

**Alberton:** **David Gamble**,  
Resources West **853-4555**

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**Apprenticeship** is an agreement between an apprentice and an employer that combines on-the-job experience with technical training.

Apprentices who complete all work and technical training requirements, have skills signed off in their logbook by a qualified trade person, and successfully pass the certification exam are awarded a Certificate of Apprenticeship and a Certificate of Qualification with Red Seal Endorsement and become certified journeymen of a trade.

For more information, call **368-4460**.  
Visit [www.apprenticeship.pe.ca](http://www.apprenticeship.pe.ca)

### PEI Farm Technician Apprenticeship Program

combines classroom learning with on-farm experience. The three-year program is for those who are employed on a farm and want to enhance and gain new skills.

It is also for individuals who want to have their skills recognized through a provincial Certificate of Qualification. If you are employed and working on a farm, sign up and begin an apprenticeship today.

Registration must be completed by October 2010. The next tentative training session will begin January 4, 2011.

For more information, call **368-4460**  
Visit [www.apprenticeship.pe.ca](http://www.apprenticeship.pe.ca)  
Click **designated trades information** and then click **farm technician**.

**Passport to Employment** is a joint provincial and federal government strategy designed for Island workers ages 55-64 who wish to re-enter the workforce. Sessions are held across the province.

Training involves five weeks of classroom time. Participants enhance their resumé, cover letter and interview skills. Computer training is a large component of the program.

It is hoped that by the end of their training the majority of the class will have had an interview and have secured employment.

For more information, contact **Yvonne** at **620-3857** or **Michael** at **620-3436**.