

## Individual Support

<p><b>Women's Center of Calgary</b> 403-261-1155   womenscentrecalgary.org</p> <p><b>Peer Support &amp; Workshops</b></p> <ul style="list-style-type: none"> <li>• A safer, women-only space to connect and access Up to 30 minutes of employment support in a breakout room with a skilled volunteer who can help review resumes, assist with job searching, practice interview skills, and more!</li> <li>• Monthly 1 hour workshops discussing a variety of employment topics to support you through your journey!</li> <li>• Topics have included:             <ul style="list-style-type: none"> <li>○ Resume writing</li> <li>○ Job searching tips</li> <li>○ Interview techniques</li> <li>○ Common questions &amp; misconceptions</li> </ul> </li> </ul>	<p><b>YWCA Employment Resource Centre</b> 403-705-7543   ywcalgary.ca/employment</p> <ul style="list-style-type: none"> <li>• Supports women in establishing, re-engaging or working towards obtaining sustainable employment.</li> <li>• Services are provided at no cost to unemployed or underemployed women (18 years old+) who need assistance, guidance and support to develop or enhance their employability skills.</li> <li>• Strong focus on women's empowerment, building self-confidence and social inclusion.</li> </ul>
<p><b>The Mustard Seed Employment Centre</b> employmentcentre@theseed.ca   403-269-1319 Apply @ theseed.ca/services/employment-centre</p> <ul style="list-style-type: none"> <li>• Individual career coaching open to anyone experiencing homelessness or barriers to employment and are motivated to find sustainable employment.</li> <li>• Services Provided:             <ul style="list-style-type: none"> <li>○ Job coaching/support</li> <li>○ Job search assistance</li> <li>○ Interview skills training</li> <li>○ Clothing for interview</li> <li>○ Resume writing support</li> <li>○ Soft skills training</li> <li>○ Scholarship Opportunities</li> </ul> </li> </ul>	<p><b>Calgary Catholic Immigration Society (CCIS)</b> 403-290-5768   msahai@ccisab.ca</p> <ul style="list-style-type: none"> <li>• This program assists newcomers through individual job search counselling, coaching, preparation and career guidance.</li> <li>• Group and individual counselling is offered in the following areas:             <ul style="list-style-type: none"> <li>○ Occupational assessment, career planning/ goal setting, résumé preparation, job placement, Canadian workplace culture, general job market information, job search skills, job interview skills, job leads and credential recognition.</li> </ul> </li> <li>• Services are provided in 50 languages.</li> <li>• Continuous intake into the program.</li> </ul>

<p><b>Aboriginal Futures Career &amp; Training Centre</b> 403-253-5311   info@aboriginalfutures.com</p> <ul style="list-style-type: none"> <li>• One-on-one career counselling with career development practitioners that can help with: <ul style="list-style-type: none"> <li>○ Individual career counseling</li> <li>○ Action plan development</li> <li>○ Resume and cover letter writing assistance</li> <li>○ Job search preparation</li> <li>○ Interview coaching</li> <li>○ Community service agency referrals</li> </ul> </li> </ul>	<p><b>Millican-Ogden Community Association (MOCA) – Family Resource Centre</b> 403-720-3322   secalgarycrc.ca</p> <ul style="list-style-type: none"> <li>• Open to those living in SE Calgary</li> <li>• Career counsellors provide help with: <ul style="list-style-type: none"> <li>○ Resumes and cover letters</li> <li>○ Job search</li> <li>○ Interview techniques and strategies</li> <li>○ Computer access, photocopier, fax and phone resources</li> <li>○ And more!</li> </ul> </li> </ul>
<p><b>MCG Careers</b> 403-464-8768   mcgcareers.com</p> <ul style="list-style-type: none"> <li>• Designed for any job ready Albertan between the age of 18-63 who is ready, willing and able to enter full time employment immediately.</li> <li>• Employment assistance activities include: <ul style="list-style-type: none"> <li>○ One on one coaching</li> <li>○ Interview and job search skills</li> <li>○ Targeted resume writing and cover letters</li> <li>○ Short courses and employment readiness support</li> <li>○ Career cafes and career fair</li> <li>○ Job retention and follow-up support</li> </ul> </li> </ul>	<p><b>Fast Labour Solutions Ltd. (A division of Spirit Staffing and Consulting Inc.)</b> 403-276-6633   fastlaboursolutions.com</p> <ul style="list-style-type: none"> <li>• This equal opportunity employment agency specializes in Industrial Services offering both temporary and permanent employment in the following areas: <ul style="list-style-type: none"> <li>○ Warehousing/Distribution, Production, Transportation, Oil &amp; Gas, Construction and Skilled Trades.</li> </ul> </li> </ul>
<p><b>Prospect Human Services</b> 403-273-2822   prospectnow.ca</p> <ul style="list-style-type: none"> <li>• Provides Career, Employment and Information Services and Job Placement Services to ALL Albertans, 18 and older.</li> <li>• Fully accessible to Albertans with Disabilities.</li> <li>• Support in either English or French.</li> <li>• Employment support includes: <ul style="list-style-type: none"> <li>○ Finding a job</li> <li>○ Developing your resume</li> <li>○ Practicing interview questions</li> <li>○ Career exploration and career advising</li> </ul> </li> </ul>	

# Training Programs

<p><b>Women in Need Society</b> Retail/Warehouse Ready Employment Services 403-852-0954</p> <ul style="list-style-type: none"> <li>• 6-week program that provides training and work experience to enable women to find and maintain employment within the Retail industry or in Warehousing.</li> <li>• A client-centered program that seeks to address and support the holistic needs of the individual.</li> </ul>	<p><b>Rupertsland Institute – Métis Training to Employment</b> 403-250-8902   rupertsland.org/employment-services</p> <ul style="list-style-type: none"> <li>• Employment services to assist Métis individuals in preparing for, finding and keeping employment.</li> <li>• Trained Employment Counsellors and Job Coaches provide support in three categories             <ul style="list-style-type: none"> <li>○ Job assistance</li> <li>○ Funded training</li> <li>○ Employment information</li> </ul> </li> <li>• Group-training projects are available that provide marketable skills to Métis people in targeted areas of the labour market.</li> </ul>
<p><b>Making Changes Association – Women in Technology</b> 403-262-5776   makingchangesassociation.ca Intake Dates: Spring every year</p> <ul style="list-style-type: none"> <li>• Did you know that the Information and Communication Technology sector contributes \$73 Billion to Canadian GDP while employing 595,000 workers?</li> <li>• WIT Program trains and supports women joining the Tech industry. Program provides:             <ul style="list-style-type: none"> <li>○ IT Training</li> <li>○ Employment Life Skills Training</li> <li>○ Work Experience Placement</li> </ul> </li> </ul>	<p><b>CIWA</b> Ciwa-online.com/client-services/employment-services 403-263-4414   employmentservices@ciwa-online.com</p> <ul style="list-style-type: none"> <li>• Employment Services offers a suite of bridge to work programs serving newcomers with low-skills, mid-skills as well as professionals.</li> <li>• Training Opportunities:             <ul style="list-style-type: none"> <li>○ Pre-Employment Skills</li> <li>○ Companion Training</li> <li>○ Child Development Worker</li> <li>○ Food Service</li> <li>○ Retail Training</li> <li>○ And more!</li> </ul> </li> </ul>
<p><b>Momentum – Get a Good Job</b> 403-204-6194   momentum.org</p> <ul style="list-style-type: none"> <li>• Supports job searchers with free programs dedicated to skill building to continue on their employment path.             <ul style="list-style-type: none"> <li>○ Trades Training                 <ul style="list-style-type: none"> <li>▪ 6 months' pre-apprenticeship program for a variety of trades</li> </ul> </li> <li>○ Tech Plus – Technology Training                 <ul style="list-style-type: none"> <li>▪ 25-week IT training program</li> </ul> </li> </ul> </li> </ul>	<p><b>Fast Labour Solutions Ltd. (A division of Spirit Staffing and Consulting Inc.)</b> 403-276-6633   fastlaboursolutions.com</p> <ul style="list-style-type: none"> <li>• As a certified provider for safety training, courses offered are:             <ul style="list-style-type: none"> <li>○ Construction Safety Training Systems (CSTS)</li> <li>○ Flagging</li> <li>○ Ground Disturbance</li> <li>○ H2S Alive</li> <li>○ Oil Sands Safety Association (OSSA)</li> <li>○ Confined Space Entry &amp; Monitor</li> <li>○ And more!</li> </ul> </li> </ul>