

# Employer Quarterly news & updates

February, 2020 | Issue 2

## Use the Wage Subsidy Program to hire and train your next great employee!

Did you know that training and development is considered an effective tool to recruit talent?

As employees are often an organization's top asset, there are many benefits to providing effective training to new recruits. Trained employees can do more and better work, make fewer errors, require less supervision, have more positive attitudes and have lower rates of attrition. Trained employees also produce higher quality products and services.

To support you in investing in training your next employee the [Wage Subsidy program](#), managed by the Career Centre, provides financial support to an employer to provide work experience and skills enhancement to eligible job seekers.

For more information call our Employer Services Coordinator at 250.248.3205.

## Did you know?

If you have an employee or are thinking of hiring an employee that may require on-the-job supports (such as assistive devices, ergonomic supports,



## Do you have 2020 Vision?

Do you know who your next employee will be?

Join us for our **ANNUAL HIRING FAIR** and start setting things in motion!

**Thurs April 9 12-4pm**  
Parksville Community Centre  
132 E. Jensen Ave

This is a great opportunity to meet hundreds of job seekers face-to-face!

### Registration includes:

- Complimentary light lunch
- Wifi
- 8' skirted table with two chairs
- Advertising including a 4 page colour wrap around *The News*
- On the spot interview space
- Fun swag!

**\*Early bird registration fee of \$50 is available until March 6 at 5pm**  
(Take advantage of this great rate before it increases to \$75!)

**Call 250.248.3205 or check out our website [www.careercentre.org](http://www.careercentre.org) to learn more.**

communication and hearing devices related to work and workplace access and modification) your employee and/or prospective employee may be eligible for Assistive Technology Services?

For more information see [WorkBC Assistive Technology Services](#).

**We were sold out last year so be sure to register soon!**

[Click here to register online...](#)

*Pretty soon your future will be so bright, you'll have to wear shades!*



## LOTS OF CHANGES HAPPENING IN EMPLOYER SERVICES

### Staff Changes

We say a fond farewell and thank you to **Diana Jolly** as she moves on to a new employment opportunity at the end of March. Diana devoted over 15 years to the Career Centre and she will be greatly missed by staff, clients and employers alike. Diana is graciously staying on to support training of her replacement, who just started with us the middle of last week.

**Brenda Race**, our new Employer Services Coordinator, comes to us from the mainland, with vast experience in the employment field. She is passionate about labour market research, linking employment to clients and is very excited about working in our community and getting to know all of you!



## MEET THE NEWEST MEMBER OF OUR JOB DEVELOPMENT TEAM

### **Veronique Chalmers, Customized Employment Consultant**

Veronique has a passion for supporting individuals' unique strengths, needs and interests and finding a suitable match with an employer. She believes that everyone should have the opportunity to work, regardless of the challenges or barriers they face. Veronique's role involves customized employment and job development which focuses on the best employment situation for each job



seeker. Veronique enjoys spending time with her children, going to the beach and being outdoors.

## Tips for On-the Job Training

Alan M. Saks and Robert R Haccoun, authors of the book *Managing Performance through Training and Development* suggest successful on the job training is a four step process:

- 1. Preparation** – Break the job down into small tasks and allocate a time frame for the employee to learn each task. You may want to create a written training plan to support the training process. To ensure the training is successful keep open communication, put the trainee at ease and ensure the learning is possible. A simple statement like “After a week you’ll have this procedure down.”
- 2. Instruction** – The instruction step involves telling, showing, explaining and demonstrating the task to the new employee. Encourage questions during this process and be patient, remember individuals learn at different speeds.
- 3. Performance** – During the performance step, the trainee performs the task under the trainer’s guidance and the trainer provides feedback and reinforcement.
- 4. Follow-up** – In the follow-up step the employee is left to do the work; however, the trainer routinely checks in and monitors the trainees performance to continue to support the employee to build their skills.

**\*Remember – Everyone has different learning styles!** Perhaps ask your next hire whether they are better visual, kinesthetic or auditory learners.

## Other Programs for Employers

**Experience Matters! Program** offers eligible employers in BC a negotiated Wage Subsidy as an incentive to hire eligible job seekers aged 55+.

**The Get Youth Working! Program** offers eligible employers in BC a negotiated Wage Subsidy as an incentive to hire eligible youth age 18 to 24.

For both these programs the **application is easy!**

You conduct your own recruiting. At any time during the recruiting process you can complete and submit an online application, which can be **completed in less than 5 minutes**. The approval process is quick and easy. If you and your proposed new hire meet the program criteria, you are eligible for the funding.

CAREER CENTRE  
[www.careercentre.org](http://www.careercentre.org)  
250.248.3205

