



# YWCA EMPLOYMENT FOCUS

## YWCA Employment Focus

helps women on Ontario Works prepare to enter/re-enter and participate in the work force and move towards achieving economic self-sufficiency. It is an employment preparation program that offers vocational assessment, career planning, business communications and basic computer training. Through this 8-week program, women determine realistic career goals and identify key employability skills.

### Who can benefit from this program:

Women who...

- Are receiving social assistance
- Have basic English literacy
- Have limited work experience, training and education
- Are looking to increase their employability skills
- Are interested in looking to enhance their workplace readiness skills

### Contact Information and Location:

T | 416.261.8496

E | empfocus@ywcatoronto.org

3090 Kingston Rd., Suite 300 A  
Scarborough, ON M1M 1P2

Closest major intersection: Kingston Rd. and McCowan Rd.

Bus routes: 102 Markham Road and 9 Bellamy Road

### This program offers:

- Assessments and workshops to determine interests, strengths, skills, values, personality type
- An individualized employment action plan
- One-on-one counselling to develop a personalized career goal
- Microsoft Office and computer skills training, life skills, essential skills and business communication skills

### Additional support available through Ontario Works:

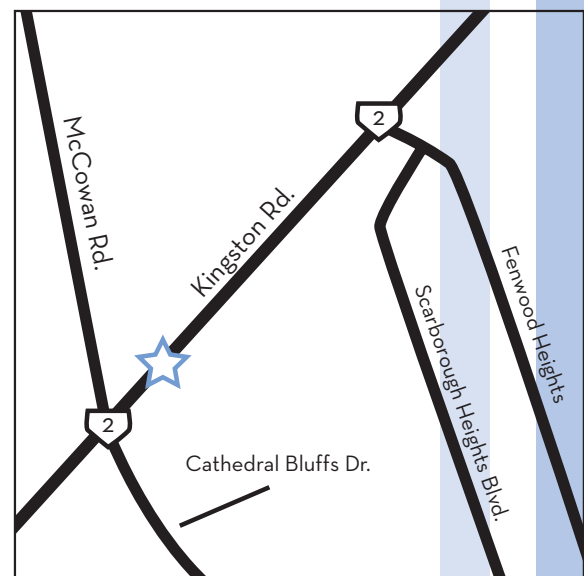
- Child care
- Transportation funds
- Funds for personal grooming/clothing

### HOURS:

Monday to Thursday: 9 am - 3 pm

Friday: 9am - 12pm

*Funded by the City of Toronto*



**YWCA**  
TORONTO

