

# YWCA Toronto

## LITERACY AND ESSENTIAL SKILLS PROGRAM

### AN ACADEMIC UPGRADING AND CAREER PREPARATION PROGRAM FOR WOMEN

A seven-week instructor-led career planning and employment skills upgrading program for women. Participants enhance their literacy skills in preparation for further training, education and employment and/or to prepare for the General Educational Development (GED) examination.

#### By the end of this program you will,

- Improve your literacy and business math skills
- Learn the essential skills for employment
- Improve your skills so that you can be successful in school or work
- Be ready to write the GED examination (as an option)
- Have an individual action plan identifying your strengths and needs
- Improve your employment prospects
- Be provided with ongoing and post program support, individual mentoring, coaching support and/or placement opportunities

#### Admission Requirements

- Intake assessment required. Acceptance into the program is subject to test results on math, reading, writing, and grammar.

**Course Value:** \$950

**Free training to those who qualify. Call for details.**

**Location:** 3090 Kingston Road, Suite 300 B, Scarborough, ON

#### Registration Information

Contact us to set up an intake appointment or *Ontario Works* Caseworkers can refer new clients through their internal processing system.

#### Contact Us

**T** 416.269.0091 x231 **F** 416.269.0114 **E** [ywcatrainingcentre@ywcatoronto.org](mailto:ywcatrainingcentre@ywcatoronto.org)

**W** [ywcatoronto.org/employment](http://ywcatoronto.org/employment)



#### Our clients say...

*"The small group size and the wonderful instructors who were willing to work with us individually made this program outstanding."*

*"I enjoyed the friendly atmosphere and knowledgeable instructors."*

*"The GED preparation helped me to fulfill my vision of pursuing post-secondary education."*



**YWCA**  
TORONTO

A TURNING POINT  
FOR WOMEN



**United Way**  
Greater Toronto