

## PROGRAMS AND SERVICES



*"Funded in whole or part through the Canada-British Columbia  
Labour Market Development Agreement"*



### **Williams Lake Employment Services is:**

- An agency that offers services at no cost through a contract funded by Ministry of Housing and Social Development, Employment and Labour Market Services Division and Service Canada
- The Program is called "Employment Assisted Services" (EAS)
- Company name is: Horton Ventures Inc
- **Name of Contract: WILLIAMS LAKE EMPLOYMENT SERVICES**

### Who Can Access the Services?

- Anyone who is legally entitled to work in Canada.
- People that are unemployed, or under-employed (working less than 20 hours per week), or are in imminent danger of lay-off may receive assistance from an Employment Counsellor.

### Hours of Operation:

- Open Monday thru Friday (8:30 am – 5:00 pm)
- Closed Tuesdays between 12:00 and 1:00 pm
- Closed on all Statutory Holidays

### How to Access the Service:

- Check in at the front reception desk for:
  - referral to the Self-Help Resource Centre for Self-Service
  - booking an appointment with an Employment Counsellor

### Services Provided:

#### *Self-Help Resource Centre:*

- Job Posting Boards (local and out of town)
- Computers/printer for job search activities such as resume and cover letter development, internet job search, and emailing resumes/job applications
- Internet access for job search activities only
- Photocopier
- Fax machine
- Telephone to call employers about jobs
- Current Labour Market Information
- Library of resources on various employment related topics/areas.

**Please Note:**

- As this is a “Self-Help Area”, assistance with writing your resume or troubleshooting computer programs may be limited. This area is for persons who are computer literate and comfortable conducting their job search unassisted.

*Workshops Provided:*

- Resume and Cover Letter
- Interview Skills
- Introduction to Computer Skills (Operating System, Word, Excel and Internet)
- Career Decision Making
- The E.D.G.E.

**Please Note:**

- Workshop durations vary between 1 – 6 hours depending on the workshop
- To register for a workshop you need to first receive a referral from your Employment Counsellor

*Employment Counsellors – can provide assistance and work with you in the following areas:*

- Career Decision Making
- Transferable Skills Assessment
- Job Search Assistance – How to look for work? What tools do you need
- Labour Market Information
- Resume and Cover Letter development
- Job Interview Techniques
- Return-to-School, Skills Training, Exploration and Planning
- Action Plan Development
- Referrals to other agencies and programs as needed (i.e. Skills Development Employment Benefit, Self-Employment Benefit, Targeted Wage Subsidy, etc.)

*Employment Counselling Process:*

- Every client case file requires an Employment Goal to be established and an Action Plan developed which identifies the steps to be taken to become employed.
- The first interview is an Assessment Interview where the Employment Counsellor identifies:
  1. What is stopping you from getting another job
  2. Any transferable skills you have
  3. How you have conducted your job search to date
  4. The current labour market
  5. The type of program or service you may be eligible for.
- Together, you and the Employment Counsellor then identify the Employment Goal you will be working towards and the Action Plan/Steps you will be taking to achieve that goal and become employed again.
- The number of subsequent interviews will vary depending on the Employment Goal and the activities.
- Depending on the Action Plan, you may work solely with the Employment Counsellor or may be referred out periodically to workshops or other agencies/programs.
- Each client file is “case managed” which means there is a commitment to follow-up with you until you meet your Employment Goal.

**Please Note:**

**The following 8 programs require a referral from a Williams Lake Employment Services Employment Counsellor and are available to individuals who have barriers to employment and/or are experiencing difficulty in finding work**

## **1. SKILLS DEVELOPMENT EMPLOYMENT BENEFIT (SDEB)**

- Skills Development Employment Benefit (SDEB) is an employment program that provides financial assistance to eligible\* individuals to help them obtain the skills training they need to obtain employment.
- Two contractors are involved in the application process for this program: Williams Lake Employment Services and Bear Valley Consulting (BVC).

*Williams Lake Employment Services will:*

1. Assess the client and confirm suitability for SDEB or determine if another program/service is more appropriate (workshops, job search assistance, wage subsidy, etc.)
2. confirm client eligibility\* to apply for the program
3. assist client to complete activities and paperwork to apply for funding (if SDEB is identified as the appropriate program/service)
4. refer complete funding application package and client to Bear Valley Consulting.

*Bear Valley Consulting will:*

1. review the application package
2. make a decision whether or not to approve the funding for the requested training
3. negotiate funding details with client.

**Please Note:**

- Bear Valley Consulting requires **10 business days** prior to course start date to make a decision and Williams Lake Employment Services requires **20 business days** prior to course start date to be able to meet the Bear Valley timeframe.
- All clients seeking funding for training must demonstrate they have conducted an adequate job search and have been unsuccessful in finding employment within their existing skill set and salary range.

## **2. SELF-EMPLOYMENT BENEFIT (SEB)**

- Self-Employment (SE) is an employment program that provides financial assistance to eligible individuals to help them create work for themselves by starting a business.
- Two contractors are involved in the application process for this program: Williams Lake Employment Services and Community Futures Cariboo Chilcotin (CFCC).

*Williams Lake Employment Services will:*

1. Assess the client and confirm suitability for SEB program or determine if another program/service is more appropriate (workshops, job search assistance, wage subsidy, etc.)
2. confirm client eligibility\* to apply for the program
3. complete necessary paperwork with client (Action Plan, etc) and forward paperwork to CFCC.

*Community Futures Cariboo Chilcotin will:*

1. conduct a brief orientation to the program with the client
2. if eligible, accept the client into Phase 1 of the SEB Program
3. provide a 6-day SEB Workshop for the client on business planning, marketing, bookkeeping and computer
4. if eligible, accept the client into Phase II of the Program.

### **3. TARGETED WAGE SUBSIDY (TWS)**

- Targeted Wage Subsidy (TWS) is an employment program that provides financial assistance to employers to encourage them to hire and train individuals who otherwise may not have been hired.
- Two contractors are involved in the application process for this program: Williams Lake Employment Services and Horton Ventures Inc (HVI).

*Williams Lake Employment Services will:*

1. assess the client and confirm suitability for TWS program or determine if another program/service is more appropriate (workshops, job search assistance, etc.)
2. confirm client eligibility\* to apply for the program
3. complete necessary paperwork with client (Action Plan, etc) and forward paperwork to TWS Coordinator.

*The TWS Coordinator will:*

1. conduct a brief orientation to the program with the client
2. if eligible, accept the client into the TWS Program
3. provide the client with a letter for employers confirming TWS eligibility. This marketing letter is handed out with resume when applying for employment
4. process TWS paperwork if suitable employer is found and enter into a TWS contract with the employer.

#### **\*Eligibility Requirements for SDEB, SEB & TWS:**

To be eligible for the previous 3 programs, you must be an unemployed or under-employed individual who:

- a. Has an active EI claim; or
- b. Has received Employment Insurance or established an EI claim within the last 36 months (3 years); or
- c. Has received Maternity or Parental benefits or established a claim within the last 60 months (5 years), after which you remained out of the labour market in order to care for a newborn or newly adopted child and are now seeking to re-enter the labour force.

### **4. OPPORTUNITIES FUND**

- The Opportunities Fund is an employment program that is designed to help people with self-identified disabilities prepare for and obtain employment or self-employment.
- Two contractors are involved in the application process for this program: Williams Lake Employment Services and Kopar Administration Ltd.

*Williams Lake Employment Services will:*

1. assess the client and confirm suitability for Opportunities Fund program or determine if another program/service is more appropriate (workshops, job search assistance, etc.)

2. confirm client eligibility to apply for the program
3. assist client to complete the necessary application for financial assistance according to the activity
4. Refer complete application to Kopar Administration Ltd.

*Kopar Administration Ltd will:*

1. Review the application package
2. make a decision whether or not to approve the funding for the requested activity
3. negotiate funding details with client

- The Opportunities Fund supports a variety of activities to help people with disabilities overcome the barriers they may face as they enter the job market.
- These activities may include:
  - Funding for training
  - Assisting individuals to start their own business
  - Assisting individuals to integrate back into the workforce through services that meet their special needs, including a possible Wage Subsidy arrangement, and encouraging employers to provide individuals with work opportunities and experience.

For more information please ask your Employment Counselor or you can access information at:  
[http://www.hrsdc.gc.ca/eng/disability\\_issues/funding\\_programs/opportunities\\_fund/index.shtml](http://www.hrsdc.gc.ca/eng/disability_issues/funding_programs/opportunities_fund/index.shtml)

## 5. SKILLS LINK

- Under the Youth Employment Strategy program, and funded by Service Canada, the Skills Link program helps youth facing barriers to employment obtain the knowledge and develop the skills and work experience they need to participate in the job market.
- To participate in Skills Link, participants must be:
  - Between 15 and 30 years of age (inclusive)
  - In need of assistance to overcome employment barriers
  - Out of school
  - A Canadian citizen, permanent resident or person whom refugee status has been conferred
  - Legally entitled to work in British Columbia
  - Not in receipt of Employment Insurance (EI) benefits
- Those who are suitable for this program may have some of the following barriers:
  - High school non-completion
  - Disability
  - Aboriginal origin
  - Visible or ethnic minority
  - Health, drug and/or alcohol related problems
  - Residence in a rural or remote location
  - Lone (single) parent
  - Low levels of literacy and/or numeracy
  - Language barriers
  - Street involvement
  - Contact with justice, child welfare or social assistance systems
  - Homeless or at risk of becoming homeless
  - Lack of social supports, i.e. family, friends or community supports
  - Poor self-management and/or behaviour management abilities
  - Other reasons

- Activities under the Skills Link program include Individual Work Experience and Career Focus.
- For more information on these activities talk to a Williams Lake Employment Services Employment Counsellor.

## **6. STEP (Skilled Trades Employment Program)**

- STEP employment program works with clients and employers, matching skilled workers to the employer's needs and removing barriers to finding employment in the trades by presenting opportunities for training and employment.
- STEP may provide financial assistance for eligible participants to gain necessary skills and remove any barriers to employment.

Northern BC Contact info:

Telephone: 250-614-1734

Website: [www.stepbc.ca](http://www.stepbc.ca)

## **7. T.R.A.D.E.S.**

- TRADES is a multipurpose employment program created to assist unemployed individuals looking for employment in a trade or trades-related position as a journeyman, apprentice or those new to the trades.
- TRADES can assist you with and provide information in regards to Apprenticeship, Pre Apprenticeship Training, Trades Assessment Testing, Starting an Apprenticeship, Challenging the Trades, and Qualification Examinations.

Prince George location:

Suite 200, 1268 – 5<sup>th</sup> Avenue

Prince George, BC V2L 3L2

Telephone: 250-561-0531

Toll Free: 1-877-561-0531

Fax: 250-561-0517

Email: [tradescentral@shawcable.com](mailto:tradescentral@shawcable.com)

## **8. CCATEC (CARIBOO CHILCOTIN ABORIGINAL TRAINING EDUCATION CENTRE SOCIETY)**

- CCATEC works with Aboriginal people, bands and organizations throughout the Cariboo and Chilcotin to provide employment, training and education programs that are responsive to current and future needs.
- Additional program services and supports maybe available to Aboriginal Forest Workers.

Contact your Williams Lake Employment Services Employment Counsellor or CCATEC for more information about services that may be available at the local community level.

205 – 197 – 2<sup>nd</sup> Avenue North

Williams Lake, BC, V2G 1Z5

Telephone: 250-392-2510

Fax: 250-392-2570

Email: [administration@ccatec.com](mailto:administration@ccatec.com)

Web: [www.ccatec.com](http://www.ccatec.com)

## **ADDITIONAL RESOURCES AVAILABLE WITHIN THE WILLIAMS LAKE AREA**

### **DISABILITIES**

#### **ACHIEVE**

Achieve Program is an employment program for unemployed persons with a diagnosed disability. The program's goal is to assist individuals with a disability secure mainstream employment.

Telephone: 250-305-2522 Cell: 250-302-1472

Email: [sheila.kelalstbooth@cmhawl.org](mailto:sheila.kelalstbooth@cmhawl.org)

51 4th Avenue South

Williams Lake, BC

Funding provided by the Opportunities Fund of HRSDC

### **DISPLACED FORESTRY WORKERS**

*Interested in returning to school?*

#### **COMMUNITY DEVELOPMENT TRUST (CDT) – TUITION ASSISTANCE PROGRAM**

A Provincial Program for Displaced Forestry Workers who are on temporary lay-off of four months or more. The Community Development Trust Tuition Assistance Program provides up to \$5,000.00 for tuition at a designated BC public or private school. Funding is available until March 31, 2011. Check out the website.

Website: [www.cd.gov.bc.ca/cdt/](http://www.cd.gov.bc.ca/cdt/)

### **SELF-EMPLOYMENT**

*The following resources will provide you with information regarding self-employment.*

#### **COMMUNITY FUTURES CARIBOO CHILCOTIN (CFCC)**

A one stop shop in assisting with small business start up including business consulting, business loans and a resource library on self employment. Located at:

266 Oliver Street

Williams Lake, BC, V2G 1M1

Telephone: 250-392-3626

Toll Free: 1-888-879-5399

Fax: 250-392-4813

Web: [www.cfccariboo.com](http://www.cfccariboo.com)

#### **SERVICE BC**

One stop business registration. Located at:

540 Borland Street

Williams Lake, BC, V2G 1R8

Telephone: 250-398-4211

Fax: 250-398-4208

Web: [www.servicebc.gov.bc.ca/locations/williams\\_lake.html](http://www.servicebc.gov.bc.ca/locations/williams_lake.html)

#### **SMALL BUSINESS BC**

British Columbia's key resource centre for business information and services

Web: [www.smallbusinessbc.ca](http://www.smallbusinessbc.ca)

## **EDUCATION AND TRAINING**

*The following resources will provide you with information regarding options in education and training*

### **G.R.O.W. CENTRE (Graduation Routes Other Ways)**

The GROW Centre enables student success by using alternative approaches to education. Although students work together a school and share expertise and resources, programs are separated according to student age, grade and level of need. Located at:

291 North 2<sup>nd</sup> Avenue  
Williams Lake, BC, V2G 1Z7  
Telephone: 250-398-5800  
Fax: 250-398-5206  
Email: [ken.lucks@sd27.bc.ca](mailto:ken.lucks@sd27.bc.ca)  
Web: [www.sd27.bc.ca](http://www.sd27.bc.ca)

### **THOMPSON RIVERS UNIVERSITY (TRU) – Williams Lake Campus**

1250 Western Avenue  
Williams Lake, BC, V2G1H7  
Telephone: 250-392-8000  
Toll Free: 1-800-663-4936  
Fax: 250-392-4984  
Email: [admissions@tru.ca](mailto:admissions@tru.ca)  
Web: [www.tru.ca](http://www.tru.ca)  
Student Loans: [www.tru.ca/finaid/loans/bcsl.html](http://www.tru.ca/finaid/loans/bcsl.html)

### **THOMPSON RIVERS UNIVERSITY (TRU) – Kamloops Campus**

Box 3010,  
900 McGill Road  
Kamloops, BC V2C 5N3  
Phone: 1-250-828-5000  
General fax: 1-250-828-5086  
Web: [www.tru.ca](http://www.tru.ca)

### **THOMPSON RIVERS UNIVERSITY (TRU) – Open Learning**

Students Phone: 1-800-663-9711  
(toll-free in Canada) or 250-852-7000  
Other Inquiries: 1-800-663-1663  
Fax: 250-852-6405  
Web: [www.tru.ca/distance/about/contact.html](http://www.tru.ca/distance/about/contact.html)

### **COLLEGE OF NEW CALEDONIA (CNC) – Quesnel Campus**

100 Campus Way  
Quesnel, BC, V2J 7K1  
Telephone: 250-991-7500  
Toll Free: 1-866-680-7550  
Fax: 250-991-7523  
Email: [Quesnel@cnc.bc.ca](mailto:Quesnel@cnc.bc.ca)  
Web: [www.cnc.bc.ca/Campuses/Quesnel\\_Campus.htm](http://www.cnc.bc.ca/Campuses/Quesnel_Campus.htm)

### **COLLEGE OF NEW CALEDONIA (CNC) – Prince George Campus**

3330 22nd Avenue  
Prince George, BC V2N 1P8

Phone: 250-562-2131 (in Canada 1-800-371-8111)  
Email: [askcnc@cnc.bc.ca](mailto:askcnc@cnc.bc.ca)  
Web: [www.cnc.bc.ca/Campuses/Prince George Campus.htm](http://www.cnc.bc.ca/Campuses/Prince_George_Campus.htm)

## **FINANCIAL PLANNING**

*The following services/resources will help you in the area of Financial Planning*

### **CREDIT COUNSELLING SOCIETY**

Toll Free: 1-888-527-8999  
Web: [www.NoMoreDebts.org](http://www.NoMoreDebts.org)  
Web: [www.cba.org/BC/public\\_media/credit/253.aspx](http://www.cba.org/BC/public_media/credit/253.aspx)

### **CANADA REVENUE AGENCY – BRITISH COLUMBIA**

Contact the Canada Revenue Agency if you have any questions about severance payments and personal income tax.

Customer Service and Information Branch  
Suite 800, 360 West Georgia Street  
Vancouver, BC, V6B 6B2  
Toll Free: 1-800-663-7867  
Web: [www.cra-arc.gc.ca](http://www.cra-arc.gc.ca)

## **FINANCIAL PLANNING**

Financial Planners and local banks can also assist you in financial planning and debt counselling.

## **FIRST NATIONS**

*The following resources can be of assistance to First Nations:*

### **CCATEC (CARIBOO CHILCOTIN ABORIGINAL TRAINING EDUCATION CENTRE SOCIETY)**

205 – 197 – 2<sup>nd</sup> Avenue North  
Williams Lake, BC, V2G 1Z5  
Telephone: 250-392-2510  
Fax: 250-392-2570  
Email: [administration@ccatec.com](mailto:administration@ccatec.com)  
Web: [www.ccatec.com](http://www.ccatec.com)

### **CARIBOO FRIENDSHIP SOCIETY**

99 – 3<sup>rd</sup> Avenue South  
Williams Lake, BC, V2G 1J1  
Telephone: 250-398-6831  
Fax: 250-398-6115  
Email: [cariboo.fc@shawcable.com](mailto:cariboo.fc@shawcable.com)  
Web: [www.cariboofriendshipsociety.ca](http://www.cariboofriendshipsociety.ca)

### **CARIBOO CHILCOTIN METIS ASSOCIATION**

190-A Yorston Street  
Williams Lake, BC, V2G3Z1  
Telephone: 250-398-5327  
Fax: 250-398-5327  
Email: [ccma1@telus.net](mailto:ccma1@telus.net)

### **TSILHQOT'IN TRIBAL COUNCIL (TNG)**

102 – 383 Oliver Street  
Williams Lake, BC, V2G 1Y8  
Telephone: 250-392-3918  
Fax: 250-398-5798  
Web: [www.tsilhqotin.ca/abouttng.htm](http://www.tsilhqotin.ca/abouttng.htm)

### **CARRIER-CHILCOTIN TRIBAL COUNCIL (CCTC)**

59 First Avenue South  
Williams Lake, BC, V2G 1H4  
Telephone: 250-398-7033  
Fax: 250-398-6329  
Web: [www.carrierchilcotin.org](http://www.carrierchilcotin.org)

### **NORTHERN SHUSWAP TRIBAL COUNCIL (NSTC)**

17 First Avenue South  
Williams Lake, BC, V2G 1H4  
Telephone: 250-392-7361  
Fax: 250-392-6158  
Web: [www.nstq.org](http://www.nstq.org)

### **ALKALI LAKE FIRST NATION**

PO Box 4479  
Williams Lake, BC, V2G 2V5  
Telephone: 250-440-5611  
Fax: 250-440-5721

## **COMMUNITY, PERSONAL AND FAMILY RESOURCES**

### **EMPLOYMENT STANDARDS BRANCH**

Employment Standards Branch administers the Employment Standards Act and Regulations which set minimum standards of wages and working conditions in most workplaces. The Employment Standards Branch can answer your questions about termination compensation.

Toll Free: 1-800-663-3316  
Web: [www.labour.gov.bc.ca/esb/welcome.htm](http://www.labour.gov.bc.ca/esb/welcome.htm)

### **HUMAN RIGHTS COMMISSION**

The Canadian Human Rights Commission administers the *Canadian Human Rights Act* and is responsible for ensuring compliance with the *Employment Equity Act*. Both laws ensure that the principles of equal opportunity and non-discrimination are followed in all areas of federal jurisdiction.

### **British Columbia and Yukon**

301-1095 West Pender Street  
Vancouver, British Columbia V6E 2M6  
Telephone: 604-666-2251  
Toll Free: 1-800-999-6899  
TTY: 1-888-643-3304  
Fax: 604-666-2386

## **FAMILY COUNSELLING**

*Programs may include specialized residential care programs, specialized family counselling and other interventions, community living services (group and individual), supported independent living programming for youth, youth addictions mobile treatment and crisis stabilization beds, outreach services for women dealing with abuse in their relationships, children who witness abuse, and support and education/training for foster parents.*

## **EMPLOYEE AND FAMILY ASSISTANCE PROGRAMS:**

Some companies offer Employee and Family Assistance Program support, a voluntary and confidential program designed to assist employees, family members, retirees and long term disability employees, who are dealing with personal problems. Contact your Human Resource office or supervisor for more information about the availability of EFAP services.

## **AXIS FAMILY RESOURCES**

321 2<sup>nd</sup> Avenue North  
Williams Lake, BC, V2G 2A1  
Telephone: 250-392-1000  
Fax: 250-392-3109  
Email: [ccfr@midbc.com](mailto:ccfr@midbc.com)  
Web: [www.axis.bc.ca](http://www.axis.bc.ca)

## **ADDICTION SERVICES INTERIOR HEALTH AUTHORITY – WILLIAMS LAKE**

487 Borland Street  
Williams Lake, BC, V2G 1R9  
Telephone: 250-398-4465  
Fax: 250-398-4484  
Email: [wlas@cariboohealth.ca](mailto:wlas@cariboohealth.ca)  
Web: <http://www.interiorhealth.ca/health-services.aspx?id=5556>

## **BC HOUSING – RENTAL ASSISTANCE PROGRAM**

The Rental Assistance Program provides eligible low-income, working families with cash assistance to help with their monthly rent payments.

BC Housing General Enquiries:

Telephone: 604-433-2218  
Toll Free: 1-800-257-7756  
Web: [www.bchousing.org](http://www.bchousing.org)

## **LEGAL SERVICES SOCIETY – WILLIAMS LAKE**

Provides legal aid to persons who qualify.  
201 – 369 Oliver Street  
Williams Lake, BC, V2G 1M4  
Telephone: 250-398-7359  
Fax: 250-305-6878  
Toll Free: 1-866-577-2525

## **CENTRAL INTERIOR COMMUNITY SERVICES CO-OP**

Is made up of five agencies:

1. Williams Lake Association for Community Living,
2. Boys & Girls Club of Williams Lake and District,
3. Jubilee Care/Canadian Mental Health Association

4. Cariboo Chilcotin Child Development Centre Association and
5. Women's Contact Society

They may be contacted at:

51 Fourth Avenue South

Williams Lake, BC, V2G 1J6

Telephone: 250-398-8220 or 250-392-4489

Web: <http://communityservicescoop.org/index.asp?p=68>

## **SALVATION ARMY**

The Salvation Army is an international Christian organization that began its work in Canada in 1882 and has grown to become the largest non-governmental direct provider of social services in the country. The Salvation Army gives hope and support to vulnerable people today and everyday in 400 communities across Canada and 117 countries around the world. The Salvation Army offers practical assistance for children and families, often tending to the basic necessities of life, provides shelter for homeless people and rehabilitation for people who have lost control of their lives to an addiction. The Salvation Army is located at:

272 Borland Street

Williams Lake, BC

V2G 1R3

Telephone: 250-392-2423

Fax: 250-392-1020

Email: [wlsalvo@shaw.ca](mailto:wlsalvo@shaw.ca)

## **RETIREMENT**

*Retirement may be an option you wish to explore depending on your age and personal financial security.*

### **CANADA PENSION PLAN (CPP)**

A CPP retirement pension is a monthly benefit paid to people who have contributed to the Canada Pension Plan. You qualify for a CPP retirement pension if you have made at least one valid contribution (payment) to the Plan and if: you are at least 65; or you are between 60 and 64, and meet the earning requirements set out in the legislation.

How do you apply?

You must complete an application. Application kits are available on the Service Canada website ([www.servicecanada.gc.ca](http://www.servicecanada.gc.ca)), from any Service Canada Centre, or you can telephone to have a kit mailed to you.

CPP Contact Information:

Toll Free: 1-800-277-9914

1-800-255-4786 (if you use a TTY machine)

Web: [www.hrsdc.gc.ca/en/isp/cpp/cpptoc.shtml](http://www.hrsdc.gc.ca/en/isp/cpp/cpptoc.shtml)

## **RETIREMENT PLANNING**

*Estimating the costs associated with your retirement choice is an important step when deciding if you are ready to retire.*

### **RETIREMENT PLANNING**

Web: [www.hrsdc.gc.ca/en/gateways/topics/rzp-qxr.shtml](http://www.hrsdc.gc.ca/en/gateways/topics/rzp-qxr.shtml)

**FREE FINANCIAL CALCULATOR**

Web: [www.canretire.com](http://www.canretire.com)

**RETIREMENT PLANNING ASSOCIATION OF CANADA (RPAC)**

Certified Financial Planners/Professional Retirement Planner

Retirement & Estate Planning Specialist

Telephone: (250) 279-5499

Fax: (250) 279-5441

Web: [www.retirementplanners-bc.ca](http://www.retirementplanners-bc.ca)

**AGING WORKFORCE CHALLENGES**

Web: [www.hrsdc.gc.ca/en/gateways/topics/wnc-rsr.shtml](http://www.hrsdc.gc.ca/en/gateways/topics/wnc-rsr.shtml)

**DISCOUNTS FOR SENIORS**

Web: [www.senioryears.com/canadiadeals.html](http://www.senioryears.com/canadiadeals.html)

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For further assistance please come to or call Williams Lake Employment Services at:

281 North 1<sup>st</sup> Avenue

Williams Lake, BC

V2G 1Y7

Telephone: 250-398-5133

## Job Search Websites and Labour Market Information

### Job Search

**Job Bank** – Service Canada site  
[www.jobbank.gc.ca](http://www.jobbank.gc.ca)

**BC Job Network** – BC Job Search  
[www.bcjobnetwork.com](http://www.bcjobnetwork.com)

**BC Public Service** – BC Government Jobs  
[www.employment.gov.bc.ca](http://www.employment.gov.bc.ca)

**BCjobs.ca** – Job Search  
[www.bcjobs.ca](http://www.bcjobs.ca)

**Eluta.ca** – New Jobs in Canada  
[www.eluta.ca](http://www.eluta.ca)

**Indeed** – One Search. All Jobs.  
[www.indeed.ca](http://www.indeed.ca)

**BC Classifieds** – online classifieds listing  
[www.bcclassified.com](http://www.bcclassified.com)

**Horton Ventures Inc.** – 100 Mile House & Williams Lake Jobs  
[www.hortonventures.com](http://www.hortonventures.com)

**Career Builder** – Browse jobs  
[www.careerbuilder.ca](http://www.careerbuilder.ca)

**Monster** – Jobs, Careers, Interviews  
[www.monster.ca](http://www.monster.ca)

**Workopolis** – Job search/Career Resource  
[www.workopolis.com](http://www.workopolis.com)

**Government of Canada Job Postings**  
[www.jobs-emplois.gc.ca](http://www.jobs-emplois.gc.ca)

**Job Search Online** – Northeastern British Columbia - Jobs  
[www.jobsearchonline.bc.ca](http://www.jobsearchonline.bc.ca)

### Labour Market Information

**WorkBC** – Labour Market, Careers, Jobs  
[www.workbc.bc.ca](http://www.workbc.bc.ca)

**BC Workfutures** – Occupational Outlook  
[www.workfutures.bc.ca](http://www.workfutures.bc.ca)

**Industry Training Authority (ITA)** – BC  
Apprenticeship/Red Seal Resource  
[www.itabc.ca](http://www.itabc.ca)

**Red Seal Program** – Canadian  
Apprenticeship Resource  
[www.red-seal.ca](http://www.red-seal.ca)

**Working in Canada** – Canadian Labour Market  
[www.workingincanada.gc.ca](http://www.workingincanada.gc.ca)

**BC Work InfoNet** – Jobs, Career, Resourceful site!  
[www.workinfonet.bc.ca](http://www.workinfonet.bc.ca)

**Labour Market Information** – Job descriptions, requirements,  
prospects  
[www.labourmarketinformation.ca](http://www.labourmarketinformation.ca)

**National Occupational Classification (NOC)** – Labour  
Market Information  
[www5.hrsdc.gc.ca](http://www5.hrsdc.gc.ca)

**Trades Rock** – Resource Trades Exploration for Youth  
[www.tradesrock.com](http://www.tradesrock.com)

### Schools and Other

**Private Career Training Institution Agency**  
– PCTIA: Private schools Accreditation  
[www.pctia.bc.ca](http://www.pctia.bc.ca)

**BC's Public Post-Secondary Institutions**  
[www.aved.gov.bc.ca/institutions/universities.htm](http://www.aved.gov.bc.ca/institutions/universities.htm)

**Seniors Canada** – Seniors Resource  
[www.seniors.gc.ca](http://www.seniors.gc.ca)

**Careers in Oil and Gas** – Resourceful Site!  
[www.careersinoilandgas.com](http://www.careersinoilandgas.com)

**Canada's Post Secondary Site** – Excellent Resource  
[www.canlearn.ca](http://www.canlearn.ca)

**Education Planner** – Post-secondary options in BC  
[www.educationplanner.bc.ca](http://www.educationplanner.bc.ca)

**Canada's Education Network** – Lists of Universities, colleges  
& programs  
[www.education411.com](http://www.education411.com)

**BC Business Centre** – Small Business Resource  
[www.smallbusinessbc.ca](http://www.smallbusinessbc.ca)