



Empowering Employment

A Publication of Employment Assistance Resource Services (E.A.R.S.)

1836 Main Street
Winnipeg, MB R2V 3H2
(204) 338-3899 (T)
(204) 338-4299 (F)
ears@winnipegtransitioncentre.com
www.winnipegtransitioncentre.com

Who we are:

The Winnipeg Transition Centre is a not-for-profit organization committed to empowering unemployed individuals with the skills to find work effectively.

In addition to the **FREE** Employment Assistance Resource Services, the WTC also offers Professional Development courses in Winnipeg and across Canada in the areas of Career and Employment Coaching, Facilitation and Learning to Live on Higher Ground.

What we do:

The EARS program provides **FREE** assistance to unemployed individuals in the following areas:

- **Resume Development**
- **Interview Preparation**
- **Accessing the Hidden Job Market**
- **Self-Marketing Techniques**
- **Internet Access for Job Searching**
- **Resume Photocopies**
- **Free Local Faxing**
- **Clerical Support**

FUNDING PROVIDED BY:
The Government of Canada
The Manitoba Government

Winnipeg Transition Centre Staff Photo!

Our friendly and supportive staff pose for a picture.



In the back row from far left:
Jennifer Cote, Marketing / Administrative Coordinator;
Tracey Ediger, Office Manager;
Kimberley Halwas, Employment Counsellor / Facilitator;
Shelley Wilson, Employment Counsellor / Facilitator;
Josh Bileski, Facilitator / Program & Marketing Coordinator.

In the front row from far left:
Ron Bartlette, Executive Director;
Ross Young, Employment Counsellor / Facilitator.

Thanks to Our Amazing Volunteers!

WTC would like to extend our gratitude to the volunteers who assist the E.A.R.S. Program! Thanks to Theresa Wagner-Van Donselaar, Jeanne Stefanishyn, Althea Nichol-Silvaire, Nicolle Habermehl, Dallis Green, Patricia Corley, Sharron Morrow, Audrika White, Cathy Leahy, Vijay Sharma, Laurie Hall, Jean Ruppel, Jana Usiskin and Stephanie Choy.

A special thanks to four of our **ongoing** volunteers: Loretta Chapman, Judy Redden, Indira Bali and Jack Spence. Your commitment to WTC assists us in offering excellent service to our customers. Bon voyage to Indira, who will be travelling overseas for several months. You will be missed!

Year End Update!

What a busy time this past year has been for the E.A.R.S. Program! Record numbers of unemployed individuals have been accessing our program in seeking job search assistance. 922 potential clients attended Orientation sessions with 821 receiving service either through group workshop sessions or using our resource area to conduct their own job searches. Our resource area alone recorded over 1800 visits from current and former program participants and resource clients. And by utilizing the techniques learned in class, 344 clients found meaningful employment!

For over 2 years, the E.A.R.S. Program has run an advertising cam-

paign to attract the "Experienced or Mature Worker," those 40 plus, in addition to other clients we serve. At the end of this contract, 64% of our participants were over 40 and 33% were 50 plus. Current Winnipeg and Manitoba labour market statistics show this group is growing and will be in need of job search assistance as mature workers become a more integral part of our workforce.



Ask the Counsellor

Dear EARS Counsellor:

How do I handle the salary question?

Sally



Dear Sally:

There are varying opinions on this topic but my advice is to **not** bring it up in the **first** interview. While it can be argued that it is a key part of the candidate's decision making process, salary negotiation is all about timing, says Jack Chapman, a career consultant specializing in salary coaching and the author of *Negotiating Your Salary: How to Make \$1,000 a Minute*.

"The time to talk about salary is when they say they want you for the job. Before that, it's a moot

point," Chapman says. "The biggest blunder made by job applicants is the tendency to jump to the issue of compensation too quickly," agrees Deb Koen Vice President of Career Development Services in New York.

However, if the employer asks the question then it is fair game and you need to be prepared. Do your research in advance with respect to salary and know your bottom line expectations. Present a range to the employer (for example \$30,000-\$35,000 yearly) as an opening statement for future negotiation in the interview process.

Quick Tips: Your Bottom Line

When looking for employment, there are several non-negotiable things to consider when accepting a job offer. Keep in mind:

- What are my first and second job choices?
- What is the absolute least amount of money needed to make ends meet?
- What hours do I need/want to work?
- How many hours a week do I want to work?
- How far would I like to travel to get to my place of employment?
- Do I need to secure employment by a certain date?
- What fringe benefits would I need/like?

These are some guidelines to help you do an inventory of your "bottom line." The job needs to be a fit for not just the employer's needs but also your own!

Sound Bites

What Our Participants are Saying!

"As a result of all your gentle and guiding leadership, training, and encouragement, I am on my way and my dreams are now a reality. You gifted me with a great fresh start!

Tanya

"I hit a Home Run with this opportunity! The skills I took away from the WTC were a huge part in helping me get the job!

Duncan



Professional Development

"Life without learning is like a tree without blossoms or fruit"

Our next Orientations:

November 16, 2010
December 7, 2010
January 4, 2011

Call (204) **338-3899** to register!

Practical Workshop Facilitation Skills

The need for proven and practical workshop facilitation skills is critical if facilitators are to effectively motivate learners, encourage participation and promote on-the-job application of learning. In this program, individuals will affirm, enhance and develop effective facilitation skills.

You should attend if you...

- Are looking for practical and proven facilitation techniques that will enhance success with all types of workshops and participants
- Want to create resources that can be implemented immediately
- Are looking to share resources, techniques and experiences

- Are seeking a learning environment where facilitation concerns and issues are discussed and numerous options presented

"I would definitely recommend the training. Participants are so actively engaged that they embrace the message of the workshop and make it their own. The impact is very powerful."

**- Donna M. Carriere,
Branch Administrator**

Province of MB Transportation & Government Services

TO REGISTER OR
FOR MORE INFORMATION CONTACT US
DIRECTLY (204) 338-3899
www.winnipegtransitioncentre.com

Mark Your Calendars! Next Women as Career Mentors Event:

Date: March 1, 2011
Time: 6:00-9:15 p.m.
Place: Delta Winnipeg,
350 St. Mary Avenue

For More Details, Check Out:
www.winnipegtransitioncentre.com