

MEMORANDUM TO: Youth Job Connection Service Provider Network

FROM: Teresa Damaso
Director, Program Delivery Support Branch

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Director, Organizational and Business Excellence Branch

DATE: October 29, 2015

SUBJECT: 2015 Youth Job Connection In-Class Training Materials

MEMO #: YJC 2015-16 #03

In fall 2015, ministry-led training sessions were held across the province to help service providers implement the Youth Job Connection (YJC) program.

The YJC program training materials are now available online to support ongoing training for service providers.

Training Materials

Using case studies, *Making YJC Work for Service Providers* provides an opportunity for YJC program staff to analyze and discuss the YJC program. Other training materials that will support in-class learning include: a Facilitator's Guide, PowerPoint deck, handouts and desk aids.

Training Outcomes

Upon completing the training, which includes [YJC Overview video and In-Depth eLearning module](#) session pre-requisites, participants will be able to:

- Identify the details and objectives of the YJC program;
- Analyze eligibility and suitability for YJC participants and employers;
- Identify how the program will be delivered;
- Identify the YJC tools available;
- Address client inquiries; and,
- Adhere to Ministry standards and requirements.

We encourage service providers to deliver the in-class training to any YJC program staff who have not had the chance to attend the ministry-led sessions.