



Passport to Employment

The BladeRunners program The “Passport to Employment” is a youth employability training program occurring between April 2016 and March 2017 with programs being delivered on-going.

We will provide youth participants with:

- **FREE Employment Readiness Training**
- **FREE Job Readiness Training (Safety Training and Workplace Certifications)**
- **FREE Employability/Life Skills Training**
- **FREE Employment Coaching to achieve participants individual employment goals**
- **Job Placements**

Each youth participant will create an individual training plan with their employment coach and attend cohort training sessions comprised of a minimum of 70 hours of accumulated training; 35 hours of Employability/Life Skills and 35 hours of safety training/workplace certifications.

Training youth participants scheduling can and will be flexible to incorporate other priorities.

Employability skill components can be offered as job maintenance for youth participants who already have a good understanding or prior workshops in these areas – thus moving from academics to implementation.

Criteria:

- Willing to work and wants a job
- Youth Ages 15-30 only
- Unemployed
- Underemployed (working less than 20 hours per week)
- Must not be in school
- No EI attachment (must not have been on EI in the past 3 years and must not have a current EI claim)
- Dedicated to achieving personal goals and employment goals

Program Dates:

- Registration is on-going anytime from April 2016 until February 2017
- Participants can register anytime for individualized/cohort BladeRunners programs throughout our Kootenay Region service area which consists of School Districts 5, 6, and 8

Employability/Life Skill Training Options:

- Resumes
- Cover Letter
- Job Search
- Online applications
- Interview Skills
- Post Interview Skills
- Job Retention Strategies
- Transferable Skills
- Goal Setting
- Budgeting
- Conflict Resolution
- Stress Management
- Elevator Pitch
- Anger Management
- Active Workplace Listening
- Time Management
- Career Assessment
- Career Exploration
- Networking
- Assertiveness
- Transferable Skills
- Positive Workplace Attitude
- Building Confidence
- Healthy Relationships
- Health and Wellness Awareness
- Mental Health Awareness
- Cultural Exploration
- First Nations Traditional Foods
- Healthy Eating Cheap and Easy Tips
- Class 5 Drivers Licence Preparation
- Driver's L and N knowledge test preparation
- Career Portfolios
- Career Planning
- BC and Kootenay Labour Market Outlook
- Social Media Awareness for Job Search/Careers
- Job Hunting in the Digital Age: Reputation, Resumes and Interviews
- How to create a LinkedIn Account for Job Search
- Job Search Club
- Landlord and Tenant Rights
- How to Be a Good Tenant
- How to Find a Rental Home
- How to Apply for the New First Nations Status Card
- How to apply for a Metis Card
- Working in BC Legal Rights & Responsibilities
- Workplace Bullying and Harassment
- Healthy Parenting
- Communication Etiquette for Job Search/Work
- Myers Briggs Personality Assessment
- Employment Standards
- How to obtain new or lost identification
- What is a Curriculum Vitae Resume

- The 500 Year Evolution of the Resume
- You and Substance Abuse Use
- Dress for Success
- What is Credit and How to Get Credit
- Bad Credit and Debt Relief Strategies
- Childcare tips for Job Search or Work
- Grocery Shopping Tips

Employment Coaching:

- Maintaining weekly/monthly meetings with your coach
- Each Individual Training Plan will outline employment coaching plan, roles and timelines
- To assist participants to overcome their barriers to employment and maintain long-term attachment to the workforce
- Provide participants with varied levels of support, based upon individual need, so that each participant can be assisted in overcoming their own barriers to training and workplace integration

Job Readiness Training (Safety Training and Workplace Certifications possible opportunities):

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| ▪ First Aid | ▪ Scaffolds for Construction | ▪ Traffic Control |
| ▪ WHMIS | ▪ WorldHost | ▪ Payroll |
| ▪ Construction Safety Training System | ▪ Confined Spaces | ▪ Basic Bookkeeping |
| ▪ Food Safe | ▪ Transportation Endorsement | ▪ Bear Awareness |
| ▪ Serving It Right | ▪ Petroleum Safety Training | ▪ Electrocutation Awareness for Construction |
| ▪ Basic Fall Protection | ▪ Transportation of Dangerous Goods | ▪ Exceptional Customer Service |
| ▪ Fall Protection Awareness | ▪ H2S Alive | ▪ Basic or Entry-level Workplace/Safety Skills |
| ▪ Fall Protection Construction | ▪ Keyboarding | ▪ Work-place Safety |
| ▪ Pipeline Construction Safety Training | ▪ Microsoft Excel | ▪ Math skills |
| ▪ Safety Construction Orientation Training | ▪ Microsoft Word | ▪ Computer skills |
| ▪ Scaffolding – Safety Training | ▪ Customer Service | ▪ Worker’s Rights |
| | ▪ Sage 50 | ▪ Construction Site Awareness |
| | ▪ Quick Books | ▪ Forklift Training |
| | ▪ Basic Chainsaw Safety and Maintenance | |
| | ▪ S100 | |

- Personal Safety Equipment Awareness
- Basic Hand Tools Awareness
- Intro to Office
- Intro to Electrical Skills
- Intro to Plumbing Skills
- Intro to Carpentry/Trades Skills
- Intro to Food and Beverage Serving Skills

Other – additional short-term trainings will be considered if determined as directly related to employment by the Employment Coach through the ITP process

The purpose of this programming is to support all youth living within the Ktunaxa Traditional Territory with an opportunity to self-design their personal path to employment with the support of the Ktunaxa Nation Council Education and Employment staff.

Some of the many communities we provide the Passport to Employment Program to:

- ʔakisq̓nuk First Nation
- St. Mary's Band
- Tobacco Plains Indian Band
- Lower Kootenay Band
- Cranbrook
- Invermere
- Slocan
- Golden
- Fernie
- Salmo
- Nelson
- Kaslo
- Creston
- Sparwood
- Kimberley
- Crawford Bay
- Grasmere
- Elkford

For more BladeRunners P2E information please contact:

Bev Middlebrook
 Training Coordinator
 Ktunaxa Nation Council
 Education and Employment
 Phone: (250) 489-2464 ext. 3076
 Toll Free: 1-888-480-2464
 Fax: (250) 489-2438
 Email: bmiddlebrook@ktunaxa.org
 Website: www.ktunaxa.org