

A photograph of a woman with curly hair and safety glasses, and a man wearing a cap and safety glasses, both smiling in what appears to be a workshop or industrial setting.

- Assessment Services

- College Preparatory Programs

- Employment Services

- *Employment Ontario*

- English as a Second Language (ESL)

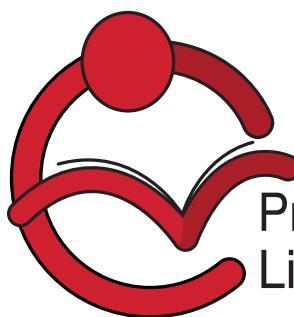
- Family Literacy

- High School Credits

- Language Instruction for Newcomers to Canada (LINC)

- Literacy & Basic Skills Programs

- Online Learning

The logo consists of three red circles of increasing size, connected by a dotted line, forming a stylized 'C' shape. To the right of the circles, the text "Project READ Literacy Network" is written in a sans-serif font.

Project READ
Literacy Network

2022 Edition

A Publication of
Project READ
Literacy Network
Waterloo—Wellington

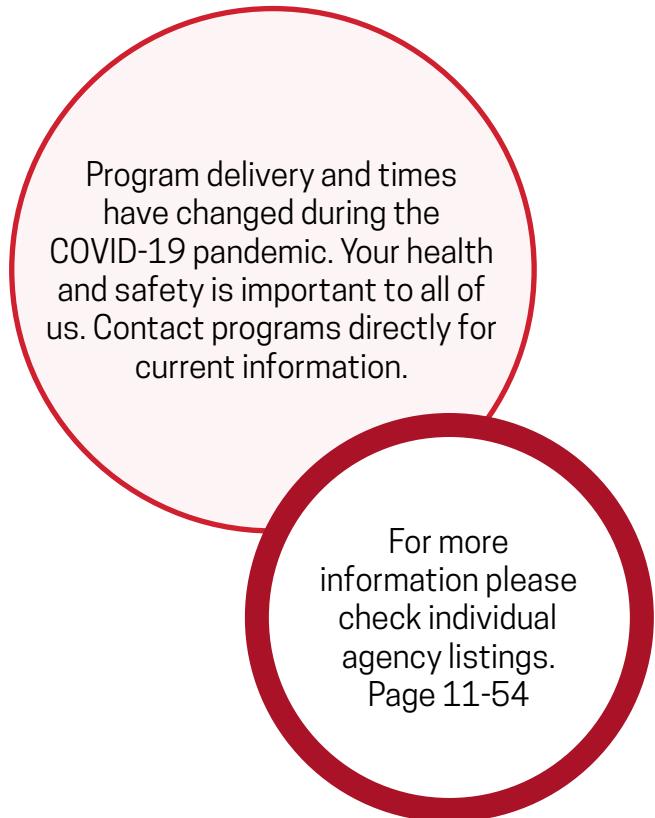
The Directory of Programs



The *Employment Ontario* programs & services are funded in part by the Government of Canada and the Government of Ontario and through the Canada-Ontario Job Fund Agreement.

Project READ Literacy Network

presents this booklet in partnership with its associate organizations.



What is Project READ?

Mission:

Our mission is to provide any adult or family in Waterloo Wellington with access to literacy training.

We provide:

- **Clear Language Revisions**
- **Soft Skills Solutions Workshops**
- **Bridges Out of Poverty Workshops**
- **Educational Essential Skills Assessments**
- **Family Literacy Programs**
- **Education & Training Referrals**
- **Literacy Service Planning**
- **Professional Development for Educators & Trainers**
- **Research and Development Projects**



(519) 570-3054

Email: info@projectread.ca

Visit our website: www.projectread.ca

This booklet can be downloaded from our website for free.



Who is this booklet for?

It is for any adult who wants to find a training or employment program. It's never too late to return to school, upgrade your skills or search for a better job.

What is inside?

You will find listings of Essential Skills, employment, language and training programs for adults living in the Waterloo and Wellington Region. Most programs are free and they are part of *Employment Ontario*. Many programs run day and evening, all year round.

- **Literacy & Basic Skills Training**
- **High School Credit Courses**
- **College Upgrading and Equivalency Courses**
- **Employment Services**
- **Family Literacy**
- **Library Programs**
- **English as a Second Language ESL**
- **Online Learning**



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→CAMBRIDGE

Conestoga College 12

(519) 748-5220 ext. 3681

ESU: Essential Skills Upgrading 15

(519) 740-3800

The Literacy Group of Waterloo Region..... 16, 17

Adult Literacy Skills Upgrading

(519) 743-6090

Modular Programs

(519) 743-6090 ext. 325

Project READ Literacy Network 17

(519) 570-3054

St Louis Adult Learning & Continuing Education Centre..... 20, 22

Core Essentials Upgrading

(519) 745-1201 ext. 238

School-to-Work Skills Training Programs

Hair/Culinary—(519) 745-1201 ext. 201

PSW—(519) 745-1201 ext. 288

Waterloo Region District School Board (WRDSB) 24

Staff—(519) 885-0800

→GUELPH

Action Read Community Literacy Centre 11

(519) 836-2759 or (519) 731-7829

Conestoga College 12

(519) 748-5220 ext. 3681

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Day School Credit Courses

(519) 836-7280 ext. 627

Skills Upgrading Program

(519) 836-7280 ext. 624

Call or Text: (226) 821-2694

→KITCHENER/WATERLOO

Conestoga College 12

(519) 748-5220 ext. 3681

ESU: Essential Skills Upgrading 15

(519) 885-4356 ext. 5223

ESU: Essential Skills Upgrading for Independence 15

(519) 885-4356 ext. 5224

ESU Assessor

(519) 885-4356 ext. 5223

KW Habilitation 16

(519) 208-2225



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Adult Literacy Skills Upgrading

(519) 743-6090

Modular Programs

(519) 743-6090 ext. 325

Project READ Literacy Network 17

(519) 570-3054

St Louis Adult Learning & Continuing Education Centre 18, 20, 22

Adult Secondary School Credit

Ontario Secondary School Diploma (OSSD)

Email—stlouis@wcdsb.ca

or <https://stlouis.wcdsb.ca>

Core Essentials Upgrading

(519) 745-1201 ext. 238

School-to-Work Skills Training Programs

Hair/Culinary—(519) 745-1201 ext. 201

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Waterloo Region District School Board (WRDSB) 24

Staff—(519) 885-0800

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(519) 743-6090

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(519) 743-6090 ext. 325

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(519) 885-0800

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Call or Text: (226) 821-2694

Wellington County Learning Centre 25

(519) 848-3462



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→CAMBRIDGE

Canadian Mental Health Association Waterloo Wellington..... 31
Local—(519) 749-3700 ext. 4087
Toll free—1 (866) 387-6660
TTY—1 (866) 387-6661

Lutherwood 35, 36, 37
(519) 623-9380

Region of Waterloo 40
(519) 575-4400 ext. 5656

YMCA of Three Rivers 41
(519) 621-1621 ext. 6203
ES General Manager—(519) 579-9622 ext. 6144 or
(519) 570-6714



→GUELPH

Canadian Mental Health Association Waterloo Wellington..... 31
Local—(519) 749-3700 ext. 4087
Toll free—1 (866) 387-6660
TTY—1 (866) 387-6661

2nd Chance Employment Counselling . 26, 27
(519) 823-2440

Lutherwood 35, 36, 37
(519) 822-4141

LEARN
STUDY
TRAINING
PRACTICE
WORK



→KITCHENER/WATERLOO

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Toll Free—1 (800) 361-4642	
Kitchener—(519) 576-2681	
Canadian Council on Rehabilitation and Work (CCRW)	30
Employment Facilitator—(519) 571-6788 ext. 7661	
Job Developer—(519) 571-6788 ext. 7481	
Canadian Mental Health Association Waterloo Wellington.....	31
Local—(519) 749-3700 ext. 4087	
Toll free—1 (866) 387-6660	
TTY—1 (866) 387-6661	
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Kitchener/Doon—(519) 748-3535 or 1 (877) 748-3535	
Waterloo—(519) 885-0300 ext. 5226	
KW Habilitation	34
(519) 744-6307 ext. 1252	



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Lutherwood	35, 36, 37
(519) 743-2460	
Niagara Peninsula Aboriginal Area Management Board (NPAAMB).....	38
(226) 750-8253	
Youth Navigation—(519) 505-3705	
Region of Waterloo	40
(519) 575-4400 ext. 5656	
The Working Centre	40
(519) 743-1151 ext. 0	
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(519) 579-9622 ext. 6147	
ES General Manager—(519) 579-9622 ext. 6144 or	
(519) 570-6714	



→RURAL WATERLOO REGION

Canadian Mental Health Association Waterloo Wellington.....31
Local—(519) 749-3700 ext. 4087
Toll free—1 (866) 387-6660
TTY—1 (866) 387-6661

Conestoga College – Career Centre32
519) 885-0300 ext. 5226

Lutherwood 35, 36, 37
(519) 743-2460



→RURAL WELLINGTON REGION

2nd Chance Employment Counselling26
(519) 823-2440

Agilec 28
Toll Free—1 (800) 361-4642
Fergus—(519) 787-9333
Mount Forest—(519) 323-4540

Canadian Mental Health Association Waterloo Wellington.....31
Local—(519) 749-3700 ext. 4087
Toll free—1 (866) 387-6660
TTY—1 (866) 387-6661

Lutherwood 35, 36, 37
(519) 743-2460



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→CAMBRIDGE

Project READ Literacy Network 43
 (519) 570-3054

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Action Read Community Literacy Centre 42
 (519) 836-2759

→KITCHENER/WATERLOO

Project READ Literacy Network 43
 (519) 570-3054

→RURAL WATERLOO REGION

Project READ Literacy Network 43
 (519) 570-3054



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→CAMBRIDGE

Idea Exchange 45
 Queen's Square—(519) 621-0460
 Clemens Mill—(519) 740-6294
 Hespeler—(519) 658-4412
 Preston—(519) 653-3632
 Old Post Office—(226) 533-2767

→GUELPH

Guelph Public Library 44
 (519) 824-6220 ext. 224

→KITCHENER/WATERLOO

Kitchener Public Library 46
 (519) 743-0271 ext. 218

Waterloo Public Library 48
 (519) 886-1310 ext. 313

→RURAL WATERLOO REGION

Region of Waterloo Library (RWL) 47
 (519) 575-4590 ext. 3953

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→CAMBRIDGE

- St Louis Adult Learning & Continuing Education Centre 51
 (519) 745-1201
 ESL—ext. 245 or ext. 540
 LINC—ext. 538 or ext. 224

→GUELPH

- St. George's Centre for ESL 49, 50
 (519) 766-9551

→KITCHENER/WATERLOO

- St Louis Adult Learning & Continuing Education Centre 51
 (519) 745-1201
 ESL—ext. 245 or ext. 540
 LINC—ext. 538 or ext. 224

→RURAL WELLINGTON REGION

- St. George's Centre for ESL 49
 →GUELPH, RURAL WELLINGTON
 (519) 766-9551

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→ALL OF ONTARIO

- ACE Distance Delivery 53
 info@cscau.com
- Good Learning Anywhere 54
 info@siouxhudsonliteracy.com
 1 (866) 550-0697 ext. 1
- The LearningHUB 55
 info.learninghub@ed.amdsb.ca
 or 1 (844) 470-7877 ext. 1



Literacy & Upgrading

Action Read Community Literacy Centre

Adult Literacy Programs

→GUELPH

www.actionread.com

What: A wide range of free adult learning programs for employment, independence, and education and training:

- 1 to 1 tutoring and/or small group learning (5-8 people) to improve reading, writing, spelling, and basic math
- GED classes and support
- Pre-employment skills preparation to help get and keep jobs. Programs include cash register training, receptionist training, janitorial training, RentSmart, Working in Retail, communications training & others

- Computer based learning, with assistive technologies. NorthStar computer certification
- Learning assessment, training plan development, short term groups and workshops
- Mobile computer lab to provide computer training offsite
- Information and referrals to other programs and services
- Assist adults with learning disabilities
- Wheelchair accessible
- Childcare and transportation subsidy available

Who: Adults (19+ years)

When: Mondays at 9:30am–9:00pm
Tuesday – Friday at 9:30am–4:30pm
Wednesday and Thursday evenings at 6:00pm–9:00pm

Where: Guelph—8 Cork Street East, N1H 2W8

Ask For: Adult program information
Joanne Morant—(519) 836-2759 (office)
or (519) 731-7829 (work cell)
artutor@on.aibn.com
or.actionread@gmail.com



Due to COVID-19, program times and availability are subject to change. Please contact the programs directly for current program information.

Conestoga College

Academic Upgrading

→CAMBRIDGE, GUELPH, KITCHENER, WATERLOO

www.conestogac.on.ca/caa/upgrading

- What:**
- Tuition free courses in Math, English, Biology, Chemistry, Computers
 - Targeted academic preparation up to grade 12 equivalency for admission into college post-secondary programs including apprenticeship training
 - Developing Essential Skills for the workplace
 - GED pre-test and preparation
 - Childcare, transportation, & internet subsidy for eligible learners
 - Continuous intake, self-paced learning, self-directed with teacher support

Who: Adults (19+ years) with or without a grade 12 diploma (age exceptions may apply)
* Students must have a Canadian Language Benchmark level 6 on all areas (documentation required)

Where: Cambridge—150 Main Street, Suite 402
Kitchener—49 Frederick Street
Kitchener/Doon—299 Doon Valley Drive
Guelph—460 Speedvale Avenue West
Waterloo—108 University Avenue East

When: All classes are being delivered online with in person support for select courses. Please connect with a campus for more details by emailing upgrading@conestogac.on.ca

	Math	Communications	Biology	Chemistry
Cambridge	Self-Directed Day & Evening Classes	Self-Directed/ Teacher Led Day & Evening Classes	N/A	N/A
Doon	Self-Directed Day & Evening Classes	Self-Directed Day & Evening Classes	N/A	N/A
Guelph	Self-Directed Day & Evening Classes	Self-Directed Day & Evening Classes	N/A	Teacher Led Day Classes
Waterloo	Self-Directed Day & Evening Classes	Self-Directed Day & Evening Classes	Self-Directed/ Teacher Led Day Classes	Self-Directed/ Teacher Led Evening Classes

Self-directed study: Work at your own pace through the materials with an Instructor available in class to support you. Students can start anytime as part of our continuous intake.

Teacher-led options: An Instructor teaches the class with all students starting and ending at the same time. Teacher-led classes are 15 weeks in length and students must attend all classes.

Ask For: Information on Academic Upgrading ACE or Preparatory Programs—(519) 748-5220 ext. 3681 upgrading@conestogac.on.ca or <http://www.conestogac.on.ca/caa/upgrading/>

Due to COVID-19, program times and availability are subject to change. Please contact the programs directly for current program information.

Continuing Education

Upper Grand District School Board (UGDSB)

Day School Credit Courses

→GUELPH

www.GetCredits.ca



- What:**
- Senior Credit Courses (Grade 11 and 12) in English, Mathematics, Computers, Chemistry and Biology
 - Courses offered on a rotational basis (every 6 weeks September to June)

Who: Adults (18+ years)

When: Monday – Friday at 9:00am to 12:00pm

Where: Guelph—1428 Gordon Street
Wellington Centre for Continuing Education

Ask For: Student Services—(519) 836-7280
ext. 627



Continuing Education

Upper Grand District School Board (UGDSB)

Skills Upgrading Program

→GUELPH

www.GetCredits.ca



- What:**
- Skills upgrading in reading, writing, mathematics and computers
 - Preparing for high school diploma, college or GED
 - Improving Essential Skills for employment
 - Continuous Intake
 - Individualized learning plans and flexible hours

Who: Adults (19+ years)

When: Monday – Friday, day and evening classes available

Remote learning is also possible

Where: Guelph—1428 Gordon Street
Wellington Centre for Continuing Education
Classes available in the south end, downtown and remotely throughout Guelph

Ask For: Skills Upgrading Program
(519) 836-7280 ext. 624
Call or Text: (226) 821-2694
skillsupgradingprogram@ugconed.ca

Due to COVID-19, program times and availability are subject to change. Please contact the programs directly for current program information.

Continuing Education

Upper Grand District School Board (UGDSB)

Skills Upgrading Program

→DRAYTON, FERGUS, MOUNT FOREST

www.GetCredits.ca



- What:**
- Skills upgrading in reading, writing, mathematics and computers
 - Preparing for high school diploma, college or GED
 - Improving Essential Skills for employment
 - Continuous Intake
 - Individualized learning plans and flexible hours

Who: Adults (19+ years)

When: Monday – Thursday, day and evening classes available in most locations

Remote learning is also possible

Where: Drayton—Mennonite Fellowship Church
109 Wellington Street South

Fergus—Bethel Baptist Church
675 Victoria Terrace

Mount Forest—Portable at North Wellington Centre for Continuing Education
405B Sligo Road East

Ask For: Call or Text: (226) 821-2694
skillsupgradingprogram@ugconed.ca



Due to COVID-19, program times and availability are subject to change. Please contact the programs directly for current program information.

ESU: Essential Skills Upgrading

Waterloo Region District School Board (WRDSB)
→CAMBRIDGE, KITCHENER, WATERLOO
www.wrdsb.ca/esu

- What:**
- We will help you upgrade your reading, writing, math and computer skills needed for work, home, retraining or further education
 - Employment-focused learning
 - Pre-GED upgrading

Who: We offer a free learning program for adults living in the Region of Waterloo. The program is in a small group or class setting, by distance learning, or in a combination of both to suit your timetable. The learning plan is customized for your individual needs.

When: Monday – Thursday, morning, afternoon or evening sessions available

Where: Day Sessions:

Cambridge—60 McDonald Avenue

Waterloo—151 Weber Street South
(South of Union Street)

Evening Sessions: Please contact ESU at (519) 885-4356 ext. 5223 for more information

* Transportation subsidy is possible

Ask For: Cambridge—(519) 740-3800

Kitchener and Waterloo—(519) 885-4356 ext. 5223

Contact ESU using the online Contact Form (<https://schools.wrdsb.ca/esu/>)

ESU: Essential Skills Upgrading for Independence

Waterloo Region District School Board (WRDSB)
→WATERLOO
www.wrdsb.ca/esu

- What:**
- Introduction to computers, communications (including creativity) and math
 - Essential Skills of reading, writing, math, oral communication, digital technology, working with others
 - Volunteering/employment or independence pathways

Who: We offer a free learning program for adults with developmental disabilities. The program is in a small group or class setting and can be customized for individual needs.

When: Monday and Wednesday evenings at 4:00pm–5:30pm, Friday mornings at 9:00am–11:00am
* Transportation subsidy is possible

Where: Waterloo—151 Weber Street South
(South of Union)

Ask For: Barb Williacy—(519) 885-4356 ext. 5224

ESU Assessor—(519) 885-4356 ext. 5223

Contact ESU using the online Contact Form (<https://schools.wrdsb.ca/esu/>)



Due to COVID-19, program times and availability are subject to change. Please contact the programs directly for current program information.

KW Habilitation

LEG UP!

→KITCHENER

www.kwhab.ca

What: Learning, Experience, Goals

A learning and skill building program that provides small group learning and training geared towards adults seeking to enhance their skills for employment, volunteerism and independent living.

Who: Adults (18+ years) who have a developmental disability

When: Sessions are offered throughout the year

Visit www.kwhab.ca for registration information

Where: Kitchener—109 Ottawa Street South, Unit D

Ask For: Annita Boer or Lana Higgison
LEG Up! Instructors
(519) 208-2225



The Literacy Group of Waterloo Region

Adult Literacy Skills Upgrading

→CAMBRIDGE, KITCHENER, RURAL WATERLOO REGION, WATERLOO

www.theliteracygroup.com

What: Learner centered 1 to 1 tutoring & small group instruction in reading, writing, math, computers & workplace essential skills.

Modular programs – short term programming to support learners either working, looking for work or wanting to upgrade their skills through programs running 6 to 8 weeks in length.

All programs are also now available online. Contact us for more information.

Who: Adults (18+ years)

When: Cambridge

Monday and Wednesday at 9:00am–9:00pm
Tuesday and Thursday at 9:00am–5:00pm
Friday at 8:30am–4:00pm

Kitchener

Monday – Thursday at 9:00am–9:00pm
Friday at 9:00am–4:00pm

Rural Sites: Phone for times

Where: Cambridge—40 Ainslie Street South

Kitchener—300 Victoria Street North, Unit 8

Phone for full site information

Ask For: Any staff member will be able to assist.
Upgrading programs—(519) 743-6090
Email: info@tlgwr.ca

Due to COVID-19, program times and availability are subject to change. Please contact the programs directly for current program information.

The Literacy Group of Waterloo Region

Modular Programs

→CAMBRIDGE, KITCHENER, RURAL WATERLOO REGION,
WATERLOO

www.theliteracygroup.com

What: The Literacy Group provides customized modular based training for clients looking for short-term skills and literacy upgrading. Training topics range from Workplace Soft Skills, Customer Service and POS Cashier Training, Computer Upgrading and NOC related Literacy and Numeracy skills. Contact us for more details or visit our website to find out about our current programs and training opportunities.

All programs are also now offered online. Contact us for more information.

Who: Adults (18+ years)

When: Continual intake

Where: Kitchener and Cambridge offices. Programs can run in a satellite location and are flexible to meet the needs of the learner.

Ask For: Laurie Mazur—Modular Program Coordinator
laurie@theliteracygroup.com
(519) 743-6090 ext. 325

Project READ Literacy Network

Educational Essential Skills Assessments

→CAMBRIDGE, KITCHENER, WATERLOO

www.projectread.ca

- What:**
- Assessment of literacy and Essential Skills
 - Referral into upgrading programs based on personal needs and goals
 - Free for adults on Ontario Works in Waterloo Region
 - Sliding scale of fees for other individuals

Help for Businesses & Non-Profits

- Clear Writing services
- Bridges out of Poverty training
- Soft Skills Solutions certification training
- Mental Health Practitioner Guide workshops

* All businesses & non-profit services are available for a fee. Contact us for an estimate.

Who: Adults (18+ years)

When: Assessments by appointment, please call or email

Where: Cambridge, Kitchener and Waterloo
Online assessments
Employment Resource Centres

Ask For: Assessment information

(519) 570-3054

or info@projectread.ca



Due to COVID-19, program times and availability are subject to change. Please contact the programs directly for current program information.

St Louis Adult Learning & Continuing Education Centre

Waterloo Catholic District School Board (WCDSB)

Adult Secondary School Credit

Ontario Secondary School Diploma (OSSD)

→ KITCHENER, WATERLOO REGION

<https://stlouis.wcdsb.ca>

- What:**
- Guidance Services is the first step to registering for ANY secondary school credit course for upgrading, post-secondary pre-requisites or completing high school diploma (OSSD)
 - Up to 60 Secondary school credit courses available for various grade levels
 - Day class instruction for Grades 10–12 (part-time or full-time) offered through in-person OR at-home learning during dedicated class times
 - Correspondence, online, earn credits on your own schedule (20 lessons total at 2 lessons per week)
 - Prior Learning Assessment & Recognition (PLAR) for mature students to earn secondary school credits based on previous work and life experience. Earn up to 26 credits through meetings and short tests with Guidance



- Credits@Work—earn co-op credits while working (+20 hour Online or handout component). Every hour worked counts toward each hour needed to complete a secondary school credit. First credit is 90 hours + 20 hours to complete Student Co-op Learning Plan. Each credit afterward is 110 hours
- No Student Services Fee is charged, Correspondence requires a \$60 fee per course.

If schools must close due to public health orders, Secondary School Credit options and Guidance Services will be offered remotely through at-home learning with instructor support. Access to a personal computer is required and will not be provided.

- Who:**
- Adults (18+ years)
 - Students (16+ years) not attending school full time—for correspondence and Credit@ Work options only, additional fees apply

Continued on next page →



Due to COVID-19, program times and availability are subject to change. Please contact the programs directly for current program information.



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When:

Guidance Services

- Complete online Guidance Intake Form to arrange Guidance Services
- September – June
- Monday – Thursday at 8:30am–12:30pm and 12:30pm–4:00pm
- Tuesday and Wednesday at 5:30pm–7:30pm
- Closed Friday for PLAR assessments

Day class instruction

- Kitchener Main Campus only
- September – June
- 5 terms a year (7-week terms), plus Summer School class in July
- Monday – Friday at 8:45am–11:45am and/or 12:30pm–3:30pm

Correspondence / Self-Directed Study:

- Kitchener Main
- Monday – Thursday (no Fridays)

Registration and 1 to 1 tutor booking information may be found on <https://stlouis.wcdsb.ca>

Prior Learning and Recognition (PLAR):

Continuous registration and ongoing programming.
PLAR testing on Fridays.

Credits@Work:

- Continuous registration and ongoing programming
- Program runs 20 hours online and remainder of time at place of employment

Summer School:

- July 4 – 29, 2022
- Monday – Friday at 8:30am–3:00pm (online or remote)

Registration:

- Must complete online Guidance Intake Form (Monday – Thursday) to enroll. Transcript or credit counselling summary from last high school required.
- Day classes have designated public registration days (see website for details).
- Secondary School Credit Day Class registration is generally 3 weeks before the start of each term. New term every 2 months.
- Summer School registration begins in March

Where: St. Louis—Kitchener Main Campus

80 Young Street (behind Kitchener City Hall)

Ask For: Email: stlouis@wcdsb.ca

or Complete Guidance Intake Form

St Louis Adult Learning & Continuing Education Centre

Waterloo Catholic District School Board (WCDSB)
Core Essentials Upgrading
→CAMBRIDGE, KITCHENER
<https://stlouis.wcdsb.ca>

- What:**
- Core Essentials is a free program that offers a comfortable classroom environment (in-person or at-home), flexible daytime hours for study, instruction tailored to your goals
 - Prepare for Secondary School Credit courses including English and Math, employment or volunteer work
 - Math Essentials offered 2 days per week

- Prepare for Prior Learning Assessment and Recognition (PLAR) and School-to-Work Training
- Learn how to learn again – as an adult; Build confidence in reading, writing and math skills
- *E-learning options and other technology as an educational tool (if you choose)
- Free bus tickets and limited assistance for child care costs for eligible students

* If schools must close due to public health orders, Core Essentials will continue to be offered through at-home learning with instructor support. Access to a personal computer is an asset.

Continued on next page →



Due to COVID-19, program times and availability are subject to change. Please contact the programs directly for current program information.



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Who: Adults (19+ years)

When: Core Essentials:

- September – June
- Monday – Thursday,
plus Fridays in Kitchener
- Full-time and part-time
- 8:45am–11:45am,
12:30pm–3:00pm

Math Essentials:

- Tuesday and Friday
- 8:45am–11:45am, 12:30pm–3:00pm

Where: St. Louis—Kitchener Main Campus

80 Young Street
(behind Kitchener City Hall)

St. Louis—Cambridge St. Benedict Campus
50 Saginaw Parkway
(off Green Vista Drive, behind St. Benedict Catholic Secondary School)

Ask For: Core Essentials Program to book an interview with an intake coordinator
(519) 745-1201 ext. 238
or email stlouis@wcdsb.ca



Due to COVID-19, program times and availability are subject to change. Please contact the programs directly for current program information.

St Louis Adult Learning & Continuing Education Centre

Waterloo Catholic District School Board (WCDSB)
School-to-Work Skills Training Programs
→CAMBRIDGE, KITCHENER
<https://stlouis.wcdsb.ca>

- What:**
- Personal Support Worker Certificate Program (PSW) full-time and part-time programs (Kitchener & Cambridge)
 - Culinary Arts Training Program (Kitchener only)
 - Hairstyling & Barber Training Program (Kitchener only)
 - All programs offer in-class instruction, experiential hands-on learning, secondary school elective credits and have minimum 220-hour work placements
 - Tuition is paid by Ministry of Education funding, additional materials fees may apply (\$1,300/yr) *Fees subject to change* Materials fee waived for PSW until at least March 2022

If schools must close due to public health orders, Core Essentials will continue to be offered through at-home learning with instructor support. Access to a personal computer is an asset.

Who: All school to work programs Adults (18+ years)

Instructors are Certified Teachers or Registered Nurses (PSW). ALL have minimum of 5 years industry experience.

Where: Culinary, Hair, PSW

St. Louis—Kitchener Main Campus
80 Young Street (behind Kitchener City Hall)

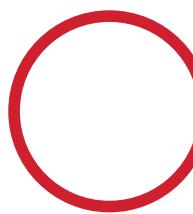
PSW Part-Time Day Program ONLY

St. Louis—Fairview Seniors Community
515 Langs Drive, Cambridge

Continued on next page →



Due to COVID-19, program times and availability are subject to change. Please contact the programs directly for current program information.



→ Continued from previous page

When: Full-time day, in-class instruction for all programs, class times vary, plus two-month work placement

Culinary Arts (Level I & II Cook Certificate)

Full-time, Monday – Thursday at
8:30am–3:00pm

Placement times vary

- **January 17, 2022** – March 2023 (Level I in-class, no classes March Break or June to August 2022) / September 2022– December 2022 (Level II class begins / Co-op placements in January – March 2023)
- **September 2022** – July 2023 (Level I & II in-class / no classes Holiday or March Break Co-op placements in June & July 2023)

Hairstyling & Barbering

Full-time, Monday – Friday at
8:45am–3:30pm

Placement times vary

- **January 6, 2022** – August 16, 2022 (Level I & II in-class / no classes March Break / Co-op placements July & August 2022)
- **April 4, 2022** – February 2023 (Level I & II in-class / no classes July & August 2022 / Co-op placements in December 2022 & January / February 2023)
- **September 2022** – July 2023 (Level I & II in-class / no classes Holiday or March Break 2023 / Co-op placement June & July 2023)

PSW

Full-time Day, Monday – Friday at
8:45am–3:30pm

Part-time Day, Tuesday – Thursday & one Monday per month at 8:45am–3:30pm

Part-time Evening, Tuesday – Thursday & one Monday per month at 4:30pm–10:00pm

Placement times vary

- **February 22, 2022** – November 2022 in-class (no class July – August 2022)
- **September 2022** – April 2023 in-class no classes Holiday or March Break
- PSW offers part-time day and evening program options at satellite locations
- No classes or placements in July & August, work placement days and times may vary

Registration

Intake / Registration sessions for Culinary, Hair & PSW offered throughout the year. Visit website for upcoming dates and processes for virtual or in-person registration.

Ask For: Information about the specific program
email: stlouis@wcdsb.ca or

Hair/Culinary—(519) 745-1201 ext. 201

PSW—(519) 745-1201 ext. 288

Due to COVID-19, program times and availability are subject to change. Please contact the programs directly for current program information.

Waterloo Region District School Board (WRDSB)

Secondary School Credit, Night School, Continuing Education

→CAMBRIDGE, KITCHENER, RURAL WATERLOO REGION, WATERLOO

schools.wrdsb.ca/continuing-education/

- What:**
- Grade 11 and Grade 12 credit courses in English, science, math and social science
 - Teacher directed, in class courses

Who: Adults and secondary school students

When: Please check our website or contact our office for current offerings

Where: Please check our website or contact our office for current locations

Ask For: Staff—(519) 885-0800



Due to COVID-19, program times and availability are subject to change. Please contact the programs directly for current program information.

Wellington County Learning Centre

Wellington County Learning Centre

→RURAL WELLINGTON

www.thewclc.ca



- What:**
- Trades Helper program (NEW)
 - 1 to 1 tutoring in rural Dufferin County
 - Digital Literacy (Tuesdays and Wednesdays)
 - GED Prep
 - Just for YOUTH after school 1 to 1 tutoring program
 - Math and Reading groups for age 6–12 years
 - Essential skills program for young adults 16–22 years, not in school (February – March only)
 - Financial Literacy (Spring and Fall 2020)
 - Safe Food Handling training with certificate (Winter and Summer 2020)
 - Circles Wellington County
 - Cashier Training

Who: Adults (19+ years), Youth (16–22 years), Children (6–12 years)

When: GED Prep
Monday – Thursday at 9:00am–4:30pm
(please call if you require a meeting outside of these hours)
* GED Prep assessments on Saturdays by appointment only

Essential Skills for Employment and 1 to 1 Tutoring
Monday – Thursday at 9:00am–4:30pm
Programs designed to fit your specific needs

Just For YOUTH program

Various evening times. Homework help; Literacy and Numeracy assessments; Career/education searching and development for young adults with little to no direction.

Short Term Programs

Safe food handling and Financial Literacy are available when there is a group of 4 or more adults. Call the Learning Centre to register or create your own group and we will run the program just for your group!

Circles Program

Wednesday evenings 5:00pm–7:30pm
* please phone to learn more about this program and the application process

Learning Centre Hours

Monday – Thursday at 9:00am–4:30pm
Friday at 9:00am–12:00pm

Where: Arthur—207A George Street (P.O. Box 256) (transportation available for adults to and from office)

Ask For: Elizabeth Debergh—Executive Director

Pat Belding—Adult Co-ordinator

Laurie Few—Youth Co-ordinator

Jessica McClellan—Circles Coach / Adult Literacy Instructor

(519) 848-3462 or literacy@thewclc.ca

Employment Training & Information

2nd Chance Employment Counselling

Employment Ontario

→GUELPH, RURAL WELLINGTON

www.2ndchance.ca

- What:**
- Employment Resource Centre
 - Job Boards
 - Access to computers, internet, photocopying
 - Access to training programs
 - 1 to 1 Assistance
 - Training incentives for businesses
 - Youth Job Connection

Who: Job Seekers

When: Fergus

Monday – Friday at 9:00am–4:30pm

Guelph

Norfolk Location

Monday – Friday at 8:30am–4:00pm

Youth Resource Centre, Stone Road Mall

Monday – Closed

Tuesday, Thursday & Friday at

9:00am–4:00pm

Where: Fergus

160 St. David Street South, Unit 104

Guelph—Norfolk location

177 Norfolk Street

Guelph—Youth Resource Centre

Stone Road Mall, 435 Stone Rd W. 2nd Floor

Ask For: Guelph and Fergus locations

(519) 823-2440



Due to COVID-19, program times and availability are subject to change. Please contact the programs directly for current program information.

2nd Chance Employment Counselling

ways2work

→GUELPH

www.2ndchance.ca

What: Group-based employability skills and work placement program

Who: Youth up to the age of 30

When: Monday – Friday at 8:30am–4:30pm

Where: Guelph and Wellington County

Ask For: (519) 823-2440

2nd Chance Employment Counselling

Women2work

GUELPH

www.2ndchance.ca

What: Group-based employability skills program and job placement

Who: Women, including those that identify as women, up to the age of 30

When: Monday – Friday at 8:30am–4:30pm

Where: Guelph and Wellington County

Ask For: (519) 823-2440



Due to COVID-19, program times and availability are subject to change. Please contact the programs directly for current program information.

Agilec

Employment Services

→KITCHENER, RURAL WELLINGTON, FERGUS, MOUNT FOREST

www.agilec.ca

- What:**
- Our welcoming Resource and Information Centre offers friendly helpful staff support along with access to computers, fax, photocopier as well as resources and information about community and government programs
 - Employment Coaches will guide you through your job search journey by helping you decide what you want to do and how to go about doing it. For example: on the job training, Second Career, connecting with employers, interview skills and more!
 - When working one on one with you, our coaches will help identify your skills and experience to build your confidence to achieve new goals
 - Engaging workshops to develop job searching skills such as resume writing, interview preparation, networking and social media tools
 - Our supportive Job Development team offers a tailored approach to finding a job that is the right fit for you. This may include access to training, apprenticeships and assistance for on the job experience

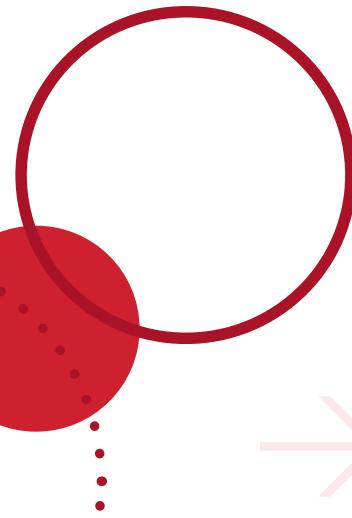


Need Help Hiring?

Agilec can successfully address your recruitment and staff training needs. Here are just some of the ways:

- Support in identifying human resource needs and filling vacancies
- Information and resources about hiring a new employee
- Access to job posting services
- No Cost Advertising/Marketing for Job Postings
- Office space and coordination of job fairs and interviewing
- No Cost Pre-screening of Candidates
- Funding for On the Job Training
- Creation of Customized Training Plans
- On the Job Coaching
- Work Trials
- Apprenticeships and funding opportunities available

Continued on next page →



Due to COVID-19, program times and availability are subject to change. Please contact the programs directly for current program information.



→ Continued from previous page

Who: All are welcome

When: All Locations:

Monday – Friday at 8:30am–4:30pm

Where: Fergus

370 Andrew Street West, Unit 2

Kitchener

385 Fairway Road South, Unit 205

Mount Forest

392 Main Street North, Unit 7

Ask For: Agilec Customer Care Centre Toll Free

1 (800) 361-4642

Fergus

(519) 787-9333

fergus@agilec.ca

Kitchener

(519) 576-2681

kitchener@agilec.ca

Mount Forest

(519) 323-4540

mtforest@agilec.ca



Due to COVID-19, program times and availability are subject to change. Please contact the programs directly for current program information.

Canadian Council on Rehabilitation and Work (CCRW)

Partners Program

→KITCHENER

www.ccrw.org

- What:**
- CCRW helps skilled job seekers with disabilities get connected with local businesses
 - Industry specific training directly linked to employment opportunities and labour market needs
 - Support in disclosure and workplace accommodation planning
 - Employer matching
 - Access to wage subsidy funds for employers to help offset cost associated with training
 - Access to hidden job market
 - Ongoing support of CCRW staff during probationary period to support job maintenance and retention
 - Job Seekers can remain active with provincially funded agencies to ensure full access to suitable supports and service

Who: Adults 18+ with self-disclosed disabilities

When: Monday – Friday at 8:30am–4:30pm

Where: Kitchener—127 Victoria Street South, Suite 201

Ask For: Jennie Di Girolamo

Employment Facilitator

(519) 571-6788 ext. 7661

Melissa Silva

Job Developer

(519) 571-6788 ext. 7481



Due to COVID-19, program times and availability are subject to change. Please contact the programs directly for current program information.

Canadian Mental Health Association Waterloo Wellington

Bridging Employment Supports and Links to Work
→CAMBRIDGE, GUELPH, KITCHENER, RURAL WATERLOO,
RURAL WELLINGTON, WATERLOO
www.cmhaww.ca

- What:** Specializing in assisting people with disabilities to:
- Explore employment options
 - Develop an employment action plan
 - Identify skills, interests and barriers to employment
 - Obtain paid, competitive employment
 - Access employment resources
 - Search for, find, and keep a job

Who: 16+ years with recent connection to the workforce (past 3 – 5 years)

When: Monday – Friday at 9:00am–5:00pm

Where: Cambridge—9 Wellington Street
by appointment

Guelph—80 Waterloo Avenue
by appointment

Kitchener—67 King Street East
by appointment

Waterloo—1 Blue Springs Drive, Suite 100
by appointment

Ask For: Intake Referral Coordinator

Local—(519) 749-3700 ext. 4087

Toll free—1 (866) 387-6660

TTY—1 (866) 387-6661



Due to COVID-19, program times and availability are subject to change. Please contact the programs directly for current program information.

Conestoga College – Career Centre

Employment Ontario funded programs including: Employment Services, Youth Job Connection, Youth Job Connection Summer & Canada Ontario Job Grant
→ ELMIRA, KITCHENER, NEW HAMBURG, WATERLOO, WELLESLEY
www.conestogac.on.ca/career-centre

What: Services are available to anyone seeking employment, career planning support, and training opportunities. Experienced staff are able to open doors to help find the right fit for employment and training. Let's get to work! Appointments are available virtually and in person at the Centres. Please inquire about the availability of in-person appointments.

"The staff are very supportive of your goals and help you find the best possible way to achieve those goals, short-term and long-term. I would highly recommend the Conestoga Career Centre to anyone who is in need of Career help."

– A successful job seeker, Jess

Employment Ontario funded programs including: Employment Services, Youth Job Connection, Youth Job Connection Summer & Canada Ontario Job Grant

- Connections to Employers with monthly employer showcases
- Individualized Job Search and Resume Assistance
- Resource Centre and Virtual Job Board (MyCareer)
- Workplace Certifications relevant to today's labour market
- Second Career Funding Information & Application Support
- Financial Incentives may be available for eligible employers and Job Seekers
- Career Planning & Advisement
- Access Conestoga's exclusive online job posting service
- Internationally Trained Immigrant Advisement
- Youth Employment Programs
- Post-Secondary Education Program Information/Registration
- Apprenticeship financial incentives

Continued on next page →



Due to COVID-19, program times and availability are subject to change. Please contact the programs directly for current program information.



→ Continued from previous page

Who: Youth Programs are available to youth 15–29 years (note: parental signature required for youth under the age of 18)
Services are available to everyone including individual job seekers and employers – at no cost
Canada Ontario Job Grant is an employer driven training program for employers seeking financial support for training new hires or existing employees. For information on this grant or other Conestoga Employer Services please contact employerscareercentre@conestogac.on.ca

When: Doon
Monday – Wednesday & Friday at 8:30am–4:30pm
Thursday at 8:30am–6:00pm
Waterloo
Monday – Friday at 8:30am–4:30pm

Where: Kitchener/Doon Campus
Conestoga Career Centre, Welcome Centre
299 Doon Valley Drive – FREE Parking
* Services in New Hamburg, Elmira and Wellesley, call for details
Waterloo
332 Marsland Drive, 2nd floor
Free Parking available on site
Ask For: Kitchener/Doon Career Centre
(519) 748-3535 or 1 (877) 748-3535
Waterloo Career Centre
(519) 885-0300 ext. 5226
waterloocareercentre@conestogac.on.ca
Contact Career Centre Staff
(519) 885-0300 ext. 5226
Or to receive more information complete an online inquiry form at www.conestogac.on.ca/career-centre



Due to COVID-19, program times and availability are subject to change. Please contact the programs directly for current program information.

KW Habilitation

Community and Employment Supports

→KITCHENER

www.kwhab.ca

What: Job readiness education and training for adults who are interested in working toward competitive employment (minimum wage or better) and/or traditional volunteer jobs.

- Workplace literacy
- Workplace numeracy
- Soft skills development (social and interpersonal)
- Experiential learning opportunities in authentic work and community settings
- Education may include bus training and on-site job coaching

Who: Adults (18+ years)

When: Monday – Friday at 8:00am–5:00pm

Where: Kitchener—99 Ottawa Street South

Ask For: Jenn Delhorbe—Supervisor

Community and Employment Supports
(519) 744-6307 ext. 1214

Stacey Mitchell—Manager, Community and Employment Supports
(519) 744-6307 ext. 1252



Due to COVID-19, program times and availability are subject to change. Please contact the programs directly for current program information.

Lutherwood

Achieving Competitive Employment (ACE)
→CAMBRIDGE, GUELPH, KITCHENER, RURAL WATERLOO,
RURAL WELLINGTON, WATERLOO
www.lutherwood.ca/employment/programs/ace

- What:**
- Job placement and coaching support for persons with disabilities wishing to secure employment
 - Small business supports for persons with disabilities wishing to start a small business
 - Networking opportunities to connect with other entrepreneurs
 - Job search assistance, career exploration workshops and 1 to 1 support

Who: Individuals with a verified disability (16+ years), legally able to work in Canada, not in receipt of OW benefits or disability related benefits from sources other than ODSP, residents of Waterloo Region and Wellington County

When: Monday – Friday at 8:30am–4:30pm

Where: Cambridge—35 Dickson Street

Guelph—89 Wyndham Street North

Kitchener—165 King Street East

Ask For: Speak to our resource centre staff to determine the employment services program that would best meet your needs.

Cambridge—(519) 623-9380

Guelph—(519) 822-4141

Kitchener—(519) 743-2460



Due to COVID-19, program times and availability are subject to change. Please contact the programs directly for current program information.

Lutherwood

Employment Services

→CAMBRIDGE, GUELPH, KITCHENER, RURAL WATERLOO,
RURAL WELLINGTON, WATERLOO
www.lutherwood.ca/employment

- What:**
- Job search assistance, career exploration workshops and 1 to 1 support
 - Labour market information
 - Coaching, networking and mentorship opportunities
 - Connections to employers
 - Second Career funding information and applications
 - Apprenticeship information and support
 - Job boards and job search resources
 - Free access to fax, photocopier, computers and phones
 - Youth Job Connection – Paid employment related workshops and activities designed to help participants get ready to work
 - Youth Job Connection Summer – part-time summer jobs and after school job opportunities for returning high school students



Who: Services are available to anyone 15+ years requiring assistance with employment and/or training

When: Monday – Friday at 8:30am–4:30pm

Where: Cambridge—35 Dickson Street

Guelph—89 Wyndham Street North

Kitchener—165 King Street East

Ask For: Speak to our resource centre staff to determine the employment services program that would best meet your needs.

Cambridge—(519) 623-9380

Guelph—(519) 822-4141

Kitchener—(519) 743-2460



Due to COVID-19, program times and availability are subject to change. Please contact the programs directly for current program information.

Lutherwood

Getting Ahead in the Workplace

→CAMBRIDGE, GUELPH, KITCHENER, RURAL WATERLOO,
RURAL WELLINGTON, WATERLOO
www.lutherwood.ca/employment

- What:**
- 1 to 1 and group-based learning for youth who want to work but don't know where to start
 - Ideal for those who need to stabilize housing situation, want to build successful mental wellness strategies and/or need to overcome barriers to employment
 - Identify your strengths, resources and develop and follow a new future story plan
 - Learn about the "hidden rules" and communication skills needed to get ahead in the workplace
 - Placements and interviews with local youth friendly organizations

Who: 15-30 years of age (inclusive)

When: Monday – Friday at 8:30am–4:30pm
Tuesday at 8:30am–7:00pm

Where: Kitchener—165 King Street East

Ask For: Speak to our resource centre staff to determine the employment services program that would best meet your needs.

Cambridge—(519) 623-9380

Guelph—(519) 822-4141

Kitchener—(519) 743-2460

Lutherwood

Newcomer Career Support

→GUELPH

www.lutherwood.ca/employment

- What:**
- Job Search Workshops for Newcomers and Mentorship
 - Information for immigrants about their occupational field in Canada
 - Targeted resumes and cover letters, self-marketing and other job search tips
 - Learn the benefits of networking
 - Some individuals will participate in 5-day group sessions
 - Mentorship opportunities for internationally trained professionals with local volunteer mentors in their field
 - In person and online workshops available

Who: Newcomers (Permanent Residents, Convention Refugees, Protected Persons, Live In Caregivers) and live in Guelph Wellington County

When: Monday – Friday at 8:30am–4:30pm
Tuesday at 8:30am–7:00pm

Where: Guelph—89 Wyndham Street North, 3rd Floor

Ask For: Speak to our resource centre staff to determine the employment services program that would best meet your needs.

Guelph—(519) 822-4141



Due to COVID-19, program times and availability are subject to change. Please contact the programs directly for current program information.

Niagara Peninsula Aboriginal Area Management Board (NPAAMB)

Employment Programs

→KITCHENER, WATERLOO

www.npaamb.com

What: NPAAMB provides skills development and training opportunities for urban Indigenous youth 15–30 years. We attract, develop and motivate young Indigenous talent by respecting their diverse cultural identities and working closely with the communities we serve.

Stay in School Programs

(Individual & Group Based)

- Opportunity Knock – Annual Youth Career Conference
- Work retention supports
- Work related incentives

On-the-Job Work Experience

(Individual Training)

- Youth work experience
- Summer work experience
- Occupational skills training (e.g. heavy equipment skills training, CPR, first aid)

Occupational Skills Training

(Group Based Training)

- Construction skills, hospitality
- Skills based training
- Job placements

Wrap-Around Services (Youth Navigation)

- Provides action based planning and interventions for the youth and their families
- A service based on the Wraparound process which focuses on the youth, their goals, strengths, and their outcomes
- Strength-based, client centered, individualized, and community based to address physical, mental, emotional, and spiritual needs of the client
- Acknowledgement of any challenges that may present barriers in achieving their goals, as well as working to create solutions to help them become more successful
- The Youth Navigator and support network that the youth has chosen for their circle are there to guide and support the youth as the process unfolds
- Youth Navigation is based on an unconditional commitment to their success - working as a team to understand the youth's gifts, abilities, and capacities for growth

Continued on next page →



Due to COVID-19, program times and availability are subject to change. Please contact the programs directly for current program information.



→ Continued from previous page

Who:

- Currently residing within Kitchener–Waterloo
- Self-identify as an Indigenous person (status/non-status/First Nation, Metis, and Inuit)
- Youth 15–30 years
- Desire to learn, participate, and accomplish personal career and educational goals

When: Contact your local Youth Service Office (YSO) to schedule an intake appointment and discuss your career opportunities!



Where: Kitchener—151 Frederick Street, Suite 501

Wrap-Around Services (Youth Navigation)

- The Youth Navigator will meet the youth/family where the youth feel comfortable, removing any barrier that may prevent the youth from traveling to the office
- Confidential, safe, secure and friendly
- LGBTQ2 safe space

Ask For: Laura St. Amour

(226) 750-8253

laura@npaamb.com

Wrap-Around Services (Youth Navigation)

Telephone or email to make an appointment for intake

Crystal Goulet

(519) 505-3705

crystal@npaamb.com

Due to COVID-19, program times and availability are subject to change. Please contact the programs directly for current program information.

Region of Waterloo

Employment Ontario (EO) Programs

→CAMBRIDGE, KITCHENER, WATERLOO

www.regionofwaterloo.ca

- What:**
- Employment Ontario Service Provider
 - Help with resumes, interviews, job searching and accessing training
 - 1 to 1 support from an Employment Facilitator
 - Access to Job Development Services

Who: All services are open to adults

When: Employment Services
Monday – Friday at 8:30am–4:30pm

Available in office, over the phone and using ZOOM

Resources are also available on our website at <https://www.regionofwaterloo.ca/en/living-here/employment-support.aspx>

Where: Cambridge—150 Main Street
Kitchener—235 King Street East
Waterloo—99 Regina Street South

Ask For: Employment Services
(519) 575-4400 ext. 5656

The Working Centre

Job Search Resource Centre

→KITCHENER, WATERLOO

www.theworkingcentre.org

- What:**
- Employment counselling
 - Strategic job search support
 - Support for new Canadians
 - Support with housing and financial issues
 - Computer training
 - Volunteer opportunities
 - Skill building opportunities
 - Employment services
 - Second career
 - Youth resources

Who: Employment services, second career, housing and financial supports: all ages

Youth resources (15–29 years)

When: In-person support: Monday – Friday at 9:00am–12:30pm

Virtual support available by phone or by ZOOM

Limited number of people allowed inside

No public computers

Phone is available

Where: Kitchener—58 Queen Street South

Ask For: Anyone at the front desk
(519) 743-1151 ext. 0



Due to COVID-19, program times and availability are subject to change. Please contact the programs directly for current program information.

YMCA of Three Rivers

Employment Services

→CAMBRIDGE, KITCHENER

www.ymcaemploymentservices.ca

What: [Employment Services \(ES\), Youth Job Connection \(YJC\), Youth Job Connection Summer \(YJCS\), Canada Ontario Job Grant \(COJG\)](#)

- Career exploration, 1 to 1 support
- Job search assistance, workshops
- Second Career information
- Labour market information
- Employment supports
- Job Boards, job fairs, employer panels
- Resource centre with no cost access to: computers, fax, photocopying, printing, scanning, and telephone
- Youth employment programs: includes paid job placement opportunities, paid workshops and activities

Services for Employers

- Job matching, placements and incentives
- Job posting, job fairs, employer panels
- Recruiting, hiring and retention resources
- Canada Ontario Job Grant – funding for on the job training

Who: All are welcome. (15+ years)

* Cambridge office provides services in French

When: Monday – Thursday at 8:30am–4:30pm
Friday at 8:30am–12:00pm

Where: [Cambridge](#)—250 Hespeler Road, 2nd Floor
[Kitchener](#)—800 King Street West

Ask For: [Cambridge](#)—(519) 621-1621 ext. 6203
[Kitchener](#)—(519) 579-9622 ext. 6147
Lil-Marie Myers—ES General Manager
(519) 579-9622 ext. 6144
or Cell: (519) 570-6714



Due to COVID-19, program times and availability are subject to change. Please contact the programs directly for current program information.

Family Literacy, Reading & Support Services

Action Read Community Literacy Centre

Early Start Family Literacy Program

→GUELPH

www.actionread.com

- What:**
- Free, high quality, welcoming early literacy and numeracy skills-building program
 - Themed early learning games, songs, story-time, rhymes, word play, puzzles and crafts
 - Early literacy activities, strategies and resources for adult participants to try with kids at home
 - ‘Rainbow Connections’ early learning kits to borrow bi-weekly
 - YouTube Family Literacy Circle Videos at <https://www.youtube.com/channel/UCOUKGp4luST0cgwhmmE6FMg/videos>
 - Great place to make friends and meet neighbours
 - Helps young children make successful transitions to school and to lifelong learning

Who: Parents and caregivers with children (0–6 years)

When and Where:

We have made changes to our programs in response to the Covid-19 pandemic. Please call the office or check our website for the most up-to-date program information. We will respond to messages within one business day.

Ask For: Register for program with
Brenda MacDonald—Coordinator-Facilitator
(519) 836-2759



Due to COVID-19, program times and availability are subject to change. Please contact the programs directly for current program information.

Project READ Literacy Network

Get Set Learn

→WATERLOO REGION

www.getsetlearn.ca

What: Fun, free program for parents and children

(0–4 years) at home or in school

- Free snacks, bus tickets and books
- Parent learning time included
- Have fun with books and songs
- Learn activities to help your child in school

Who: Parents with or without their children

(0–4 years)

When: ▪ Spring, Winter, Summer, Fall – call for

start dates

▪ 8 weeks (2 hours, twice a week)

▪ Days vary depending on site

Where: Locations in Waterloo Region / online

(call or email for details)

Ask For: Get Set Learn program information

(519) 570-3054 or info@projectread.ca



Due to COVID-19, program times and availability are subject to change. Please contact the programs directly for current program information.

Libraries

Guelph Public Library

Adult & Family Library programs

→GUELPH

www.guelphpl.ca

- What:**
- Family Literacy programs for parents, caregivers, and children (free weekly storytimes)
 - Early Literacy Computers for children at all locations
 - STEAM (Science, Technology, Engineering, Arts, Mathematics) initiatives and tools for children
 - Access to Internet, printers, photocopiers, and scanning
 - Adult Literacy Collections for Teachers, Tutors, and Students
 - Volunteer Opportunities
 - English as a Second Language – ESL conversation circles and Book Clubs
 - Book Clubs for all ages on a variety of themes
 - WiFi Hotspots
 - Makerspace: 3D printers, virtual reality, various tech gadgets



Who: Everyone is welcome.

There are programs, collections, and services available for all ages.

When: Monday – Thursday at 9:00am–9:00pm

Friday – Saturday at 9:00am–5:00pm

Sundays at 1:00pm–5:00pm
(September–May)

* Summer hours are in effect from June to early September. Please check the website for details.

Where: Main Library—100 Norfolk Street

Ask For: Steven Kraft—Guelph Public Library CEO
(519) 824-6220 ext. 224
skraft@guelphpl.ca

Idea Exchange

Adult & Family Library programs

→CAMBRIDGE

www.ideaexchange.org

- What:**
- Free early literacy programming including Baby, Toddler, and School Readiness online and in-person
 - Literacy collection – for adults learning the basics of letters and numbers
 - Audio kits – Books and CDs. Also available online through Tumblebooks
 - Language learning – for English and many other languages – in audio, print, electronic or some combination (or learn online using the Mango Languages learning programs)
 - Books with high interest and low vocabulary
 - Movies and music in other languages
 - Conversation Circles – meet virtually multiple times per week
 - Settlement Worker on site at the Queen's Square location 2 days per week
 - Courses on teaching English and ESL through an online product called Gale Courses and Lynda.com
 - Free access to the Internet – use our computers or bring your own device
 - Borrow an iPad to use for home, school, or work
 - Never used a computer or need help with other devices? Book a 1 to 1 training session with our staff
 - Old Post Office location – digital library with free access to laser cutter, sewing machines, 3D printer and more. Borrow laptops and iPads to use at location

Who: Everyone, all ages and skill levels

When: Queen's Square

Monday – Thursday at 9:30am–8:30pm
Friday and Saturday at 9:30am–5:30pm
Sunday at 1:00pm–5:00pm

Hespeler, Preston and Clemens Mill

Monday – Thursday at 10:00am–8:30pm
Friday at 10:00am–5:30pm
Saturday at 9:30am–5:30pm
Sunday at 1:00pm–5:00pm

Old Post Office

Monday at 10:00am–5:30pm
Tuesday – Thursday at 10:00am–8:30pm
Friday at 10:00am–5:30pm
Saturday at 9:30am–5:30pm
Sunday at 1:00pm–5:00pm

Where: Queen's Square—1 North Square

Clemens Mill—50 Saginaw Parkway

Hespeler—5 Tannery Street East

Preston—435 King Street East

Old Post Office—12 Water Street South

Ask For: Queen's Square—(519) 621-0460

Clemens Mill—(519) 740-6294

Hespeler—(519) 658-4412

Preston—(519) 653-3632

Old Post Office—(226) 533-2767

Kitchener Public Library

Programs for Adults, Children and Families

→KITCHENER

www.kpl.org

- What:**
- All programs free of charge
 - Adult Literacy Collection for Teachers, Tutors, and Students
 - Family Literacy programs for parents, caregivers, and children
 - Computer and Technology Programs
 - Access to Internet, printers, photocopiers, scanning and fax
 - Volunteer Opportunities
 - Career & Resume help
 - ESL conversation circles
 - Study Rooms
 - WiFi Hotspots
 - Accessibility Centre (JAWS, Dragon Dictate, ZoomText, C-Pen readers etc)
 - Heffner Studio: 3D printers, Music Editing, Digital Conversion, Audio Production

Who: Programs for all ages

All are welcome

When: Monday – Thursday at 9:00am–9:00pm
Friday and Saturday at 9:00am–5:30pm
Sunday at 1:00pm–5:00pm (Central Library only, Fall–Spring)

Where: [Central Library](#)

85 Queen Street North

[Country Hills Library](#)

1500 Block Line Road

[Forest Heights Library](#)

251 Fischer-Hallman Road

[Grand River Stanley Park Library](#)

175 Indian Road

[Pioneer Park Community Library](#)

150 Pioneer Park Drive

Ask For: Aimee Jeffrey

Lifelong Learning and Literacy Librarian
(519) 743-0271 ext. 218



Due to COVID-19, program times and availability are subject to change. Please contact the programs directly for current program information.

Region of Waterloo Library (RWL)

Adult Library Programs, Services, and Resources

→4 TOWNSHIPS IN WATERLOO REGION

(NORTH DUMFRIES, WELLESLEY, WILMOT, AND WOOLWICH TOWNSHIPS)

www.rwlibrary.ca

- What:**
- All programs free of charge
 - Family Literacy programs for parents, caregivers, and children
 - Access to Internet, printers, and photocopiers
 - Mobile Hotspot lending program
 - A variety of lending collection items including: Hobby Kits, Book Clubs in a Bag/Book Club Packs 4 Kids, Games Collection, Museum Family Passes, Recreation Passes, and Public Health Kits
 - Online resources for families such as Hoopla, Mango Languages and Tumblebook Library

Who: Open to all ages and skill levels

When: Monday – Saturday, hours and days vary by branch. Refer to our website for the current branch schedule.

Where: Ayr Branch

137 Stanley Street

Baden Branch

115 Snyder's Road East

Bloomingdale Branch

860A Sawmill Road

Elmira Branch

65 Arthur Street South

Linwood Branch

5279 Ament Line

New Hamburg Branch

145 Huron Street

New Dundee Branch

1176 Queen Street

St. Clements Branch

3605 Lobsinger Line

St. Jacobs Branch

29 Queensway Drive

Wellesley Branch

1137 Henry Street

Ask For: Allie Fallis

Supervisor of Programs and Outreach

(519) 575-4590 ext. 3953



Due to COVID-19, program times and availability are subject to change. Please contact the programs directly for current program information.

Waterloo Public Library

Adult Library Programs

→WATERLOO

www.wpl.ca

What: • Job search information

- Resume support
- Employment research
- Library Settlement Program workers for specific newcomer and employment support

Who: Open to all

When: • Monday – Thursday at 9:30am–9:00pm
▪ Friday and Saturday at 9:30am–5:30pm
▪ Sundays at 1:00pm–4:00pm
▪ Main Library (October to May)

Where: Main Library
35 Albert Street

John M. Harper Branch
500 Fischer-Hallman Road North

McCormick Branch
500 Parkside Drive

Ask For: Laura Dick—Manager, Branches
(519) 886-1310 ext. 313



Due to COVID-19, program times and availability are subject to change. Please contact the programs directly for current program information.

English as a Second Language (ESL)

St. George's Centre for ESL

Upper Grand District School Board (UGDSB)

→GUELPH, RURAL WELLINGTON

www.ugdsb.on.ca/continuing_education/

What: MCI funded—English as a Second Language program, ESL Literacy, Conversation and Pronunciation, Writing, Workplace Communication, Canadian Idioms and Expressions, Listening Comprehension, Citizenship test preparation, and ESL Tutoring Programs offered

Who: To attend MCI funded classes, learner must be 18+ years, or a graduate of secondary school; must have a first language that is other than English; must be residing in Canada as a naturalized Canadian citizen, Permanent Resident, Convention Refugee or Refugee Claimant, or have arrived through the Live-in Caregiver program. Must first have a language assessment at Immigrant Services Guelph–Wellington.

A tuition fee must be paid by those residing in Ontario as a temporary resident, as a visitor, on a study permit or work permit. Not all programs are open to temporary residents. Some exceptions for work permits may apply.

When in Guelph:

September – June

- Monday – Friday at 9:00am–11:30am and 12:30pm–3:00pm
- Monday – Thursday at 4:00pm–6:00pm
- Monday and Wednesday at 6:45pm–9:15pm
- Thursday at 6:45pm–9:15pm
- Saturday at 9:00am–12:00pm

July and August

- Monday – Friday at 8:00am–10:30am and 11:00am–1:30pm
 - Monday and Wednesday at 6:45pm–9:15pm
 - Thursday at 6:45pm–9:15pm
- * Tutoring times vary

Where: Guelph—St. George's Centre
21 King Street

Ask For: (519) 766-9551

Due to COVID-19, program times and availability are subject to change. Please contact the programs directly for current program information.



St. George's Centre for ESL

Upper Grand District School Board (UGDSB)

→GUELPH

www.ugdsb.on.ca/continuing_education/

What: Immigration, Refugees and Citizenship Canada (IRCC) funded—Language Instruction for Newcomers to Canada (LINC)

Who: To attend IRCC funded classes, learner must be 18+ years, must have a first language that is other than English; must be residing in Canada as a Permanent Resident or Convention Refugee. Must first have a language assessment at Immigrant Services Guelph–Wellington.

When: September – June

- Monday – Friday at 9:00am–11:30am,
12:30pm–3:00pm
- Monday – Thursday at 4:00pm–6:00pm
- Monday and Wednesday at
6:45pm–9:15pm

July and August

- Monday – Friday at 8:00am–10:30am,
11:00am–1:30pm
- Monday and Wednesday at
6:45pm–9:15pm

* Tutoring times vary

Where: Guelph—St. George's Centre
21 King Street

Ask For: (519) 766-9551



Due to COVID-19, program times and availability are subject to change. Please contact the programs directly for current program information.

St Louis Adult Learning & Continuing Education Centre

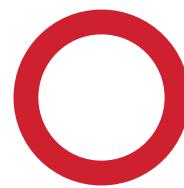
Waterloo Catholic District School Board (WCDSB)

English as a Second Language (ESL)

Language Instruction for Newcomers to Canada (LINC)

→CAMBRIDGE, KITCHENER, WATERLOO

<https://stlouis.wcdsb.ca>



- What:**
- Improved English will strengthen COMMUNITY connections, open more and better WORK opportunities and broaden EDUCATION choices
 - English Language Classes for Literacy and Canadian Language Benchmark 1-8
 - Reading, Writing, Speaking, Listening & Pronunciation for English Language Learners at all levels
 - Portfolio-based language assessment (PBLA) where task-based learning determines CLB level progress
 - IELTS & Citizenship Preparation
 - FREE LINC / ESL classes for eligible students
 - Open to IELTS & Citizenship students
 - Visitors to Canada pay extra fees
 - Licensed Child Care and/or Care for Newcomer Children available
 - In-person classes and limited online classes are offered at the locations stated for students CLB literacy to Level 1, except Saturdays, which are remote learning from home

Who: All ESL/LINC Programs: Adults (18+ years)

When: September to June (school year)

Summer school for ESL July 2022 only (dates, locations and format to be determined)

Visit <https://stlouis.wcdsb.ca> for updates

- Monday – Friday, class times vary, morning and/or afternoon class instruction (in-person 5 locations)
- Monday – Friday at 8:45am–11:45am, morning class instruction (online)
- Monday & Wednesday at 6:30pm–9:15pm, evening class instruction (in-person at St. Mary's Campus only)
- Tuesday & Thursday at 6:30pm–9:15pm, evening class instruction (in-person at St. Mary's Campus OR online)
- Monday & Wednesday evening class (St. Benedict location only)
- Saturday at 9:00am–11:45am, morning class instruction (St. Mary's Campus only OR online)

Registration:

- Language Assessment at YMCA required. Call (519) 579-9622 or (519) 621-1621 to book a language skills assessment.
- Once assessment is completed, register online, submit assessment papers and register for English language classes Monday – Friday (8:30am–12:30pm) and wait for a call from the school

Continued on next page →





→ Continued from previous page

Where: St. Louis—Cambridge St. Benedict Campus
(until June 2022)

- (ESL - Days)
- 50 Saginaw Parkway (off Green Vista Drive, behind St. Benedict Catholic Secondary School)

St. Louis—Kitchener Main Campus

- (LINC – Day only)
- 80 Young Street (behind Kitchener City Hall)

St. Louis—Kitchener St. Mary's Campus

- (ESL – Day, Evening and Saturday)
- 77 Young Street (across the street from 80 Young Street)

St. Louis—Kitchener St. Francis Campus

- (LINC & ESL – Day only)
- 154 Gatewood Road (corner of Blueridge Road West & Queen's Boulevard)

Emmanuel United Church—Waterloo

- (ESL – Day only) remote learning only
- 22 Bridgeport Road West (Uptown Waterloo)

Highland Baptist Church—Kitchener

- (LINC – Day only)
- 135 Highland Road W. (near St. Mary's Hospital)

PLUS St. Louis ONLINE ESL classes

Ask For: esl.stlouis@wcdsb.ca

(519) 745-1201

ESL—ext. 245 or ext. 540

LINC—ext. 538 or ext. 224



Due to COVID-19, program times and availability are subject to change. Please contact the programs directly for current program information.

Online Learning

ACE Distance Delivery

College Sector Committee for Adult Upgrading

→ALL OF ONTARIO

www.acedistancedelivery.ca

What: Academic upgrading (grade 12 equivalent) courses are offered via e-learning (online) through Ontario's public colleges.

Courses include:

- Communications (English)
- Apprenticeship math
- Business math
- Core math
- Technical math
- Biology
- Chemistry
- Physics

Other courses available:

- Self Management – Self Direction
- Computer Fundamentals
- Numeracy Support
- Writing Support
- Reading Support
- Communications Support (read/write)
- **Learn to Learn** Orientation course
(required for all incoming learners)

Who: Ontario residents, 19+ years
Proficient in the English language, based on skills assessments at entry
Not on an International Study Visa

When: Free intakes are offered in January, March, April, June, September and November for those who have completed Learn to Learn and met the entry standard required for ACE courses.
Assessments and Learn to Learn are available weekly throughout most of the year.

Where: All courses are offered online

Ask For: General Inquiries
ACE Distance Program
info@cscau.com

Good Learning Anywhere

Sioux-Hudson Literacy Council

→ALL OF ONTARIO

www.goodlearninganywhere.com

- What:**
- Good Learning Anywhere is the Aboriginal Lead for the MLTSD funded eChannel initiative
 - It provides access to online learning at no charge. Content is designed for adults who strive to improve their computer, reading, writing, math or Essential Skills in order to improve their quality of life at home, at work and in the community
 - Focus on providing a culturally supportive online environment for Aboriginal individuals, communities and groups

- Who:** Adults (19+ years), must have access to a computer with internet connection

- When:**
- Check out our course catalogue available online for course descriptions and dates
 - Live online Instructor-led classes are available Monday – Friday
 - Independent and short courses are available anytime

Where: All courses are offered online

Ask For: Register online or contact us for more information
info@siouxhudsonliteracy.com
1 (866) 550-0697 ext. 1



Due to COVID-19, program times and availability are subject to change. Please contact the programs directly for current program information.

The LearningHUB

Avon Maitland District School Board

→ALL OF ONTARIO

www.learninghub.ca

What: Online upgrading and preparation for:

- Employment and soft skills
- Entry into Postsecondary Education, ACE or apprenticeship
- Secondary School credit courses or Grade 12 Equivalency test (GED)
- Apprenticeships
- Personal Independence

Who: Adults in Ontario (19+ years)

When: Anytime Learning – 24 hours/day, 7 days/week year round

Live Classes – on a scheduled basis
October – May

Where: Online upgrading can be accessed any time of the day with a computer and Internet access

To register, visit www.learninghub.ca

Ask For: LearningHUB General Inquiries

info.learninghub@ed.amdsb.ca
or 1 (844) 470-7877 ext. 1



Due to COVID-19, program times and availability are subject to change. Please contact the programs directly for current program information.

Did You Know?

1 in 6

adults in Canada 16 years and over fall into the lowest level of literacy; They have serious difficulties dealing with printed materials on a daily basis



1 in 4

adults can't read dosage directions on over-the-counter or prescription medicines or complete job applications or medical forms

1 in 4

adults in Waterloo—Wellington 16 years and over fall into the lowest level of literacy

Statistics Canada showed that a 1% increase in adult literacy levels would generate a 3% permanent increase in the GDP per capita; In Canada, this would amount to about

\$54 billion

a year that could be re-invested

79%

of people entering Canadian prisons don't have their high school diploma

Benefits of Upgrading Your Skills!



Helps you find work or keep your job



Makes it easier to help your children



Helps you to reach your goals



Gives you freedom to grow and succeed

FAQ about Literacy

1. How do I access Literacy and Basic Skills (LBS) programs?

Call Project READ for the Information and Referral Hotline and we will refer you or your client to the appropriate program

2. Are Literacy and Basic Skills (LBS) programs part of *Employment Ontario*?

Yes

3. Can a learner be enrolled in more than one *Employment Ontario* program at a time?

Yes, they can even be enrolled in more than one LBS program at a time, as learners may have different levels and needs

4. How long does it take to complete a Literacy and Basic Skills (LBS) program?

The length of time a learner is in the program depends on their pace of learning, the level they are starting at, their commitment to learning and their individualized training plan goal

5. Are the LBS programs free to attend?

Yes

6. Are Literacy and Basic Skills (LBS) programs full-time or part-time? Can I study at home?

LBS programs are offered on a full-time and/or part-time basis. You can study at home using the Online Learning programs found in the Directory of Programs

7. What is blended learning?

Blended learning is a mix of face to face instruction and online learning and resources within the class or group environment

8. What is the difference between Literacy and Basic Skills (LBS) and English as a Second Language (ESL)?

LBS programs are for learners who speak English as a first language. If English is not your first language, you need to have a current Canadian Language Benchmark Level of 6 or higher in listening and speaking to be eligible to attend LBS classes.

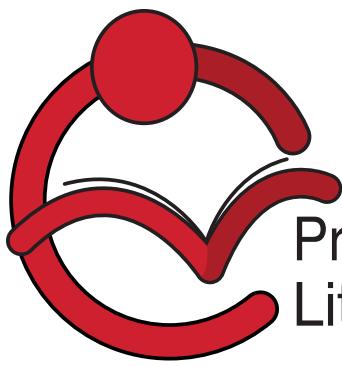


(519) 570-3054

Email: info@projectread.ca

Visit our website: www.projectread.ca

Due to COVID-19, program times and availability are subject to change. Please contact the programs directly for current program information.



Project READ Literacy Network

Our vision is to improve quality of life through literacy.

Get your family ready for school!

Fun, free program!

For parents, with children 0-4 years at home or school

- Free snacks, bus tickets and books
- Parent learning time included
- Have fun with books and songs
- Learn activities to help your child in school



Get Set Learn
A Project READ Program

To Sign Up:

Email—info@projectread.ca
Phone—(519) 570-3054
www.getsetlearn.ca

For the online version of this program directory,
or for more information, visit our website:

www.projectread.ca

124 Sydney Street South

Kitchener, ON N2G 3V2

(519) 570-3054

info@projectread.ca

-  www.facebook.com/ProjectREADLitNetwork
-  www.twitter.com/ProjectREADWW
-  www.instagram.com/projectreadlitnetwork

The Ontario Adult Literacy Curriculum Framework (OALCF)

The Curriculum Framework is comprised of six competencies that organize learning content and describe learner proficiency, using three levels of performance.

OALCF Competencies and Task Groups

A. Find and Use Information

- A1.** Read continuous text
- A2.** Interpret documents
- A3.** Extract info from films, broadcasts and presentations

B. Communicate Ideas and Information

- B1.** Interact with others
- B2.** Write continuous text
- B3.** Complete and create documents
- B4.** Express oneself creatively

C. Understand and Use Numbers

- C1.** Manage money
- C2.** Manage time
- C3.** Use measures
- C4.** Manage data

D. Use Digital Technology

E. Manage Learning

F. Engage with Others

