

# WHAT IS THE CEPE PROGRAM?

The CEPE Program is designed to assist motivated youth aged 15 – 30 in exploring their career and educational goals upon completion of secondary school.

Through online employment skills training workshops, one-to-one employment counselling, and a paid employment opportunity, participants will become better equipped to make informed post-secondary scholastic decisions, in addition to finding and keeping quality employment.

Upon completion of the program, the goal is for participants to be in post- secondary education or employed.

# ARE YOU ELIGIBLE?

This program is offered to clients between the ages of 15 - 30 who are:

- Currently unemployed
- Not in school
- Have a goal to go onto post-secondary education but are unclear on their future academic or career path.
- \*Participants should be highly motivated to work or save money for school, as the program includes a quality employment opportunity\*

## CONTACT US NOW!

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**Career Edge**

Get The Job • Get The Staff • Get The Training

# CAREER EXPLORATION, PLANNING & EXPERIENCE PROGRAM



**ARE YOU 15-30 YEARS OLD, UNEMPLOYED AND NOT CURRENTLY IN SCHOOL AND LOOKING TO EXPLORE YOUR CAREER OPTIONS?**

# PRE-EMPLOYMENT WORKSHOPS

THE TOPICS DISCUSSED INCLUDE:

- Career Exploration
- Explore Post-Secondary Options
- How to Write a Professional Resume
- Cover Letter Writing
- Interview Preparation
- Essential Workplace Skills
- Mental Health in the Workplace
- Financial Literacy

**Eligible participants will receive completion stipends.**

# ONE-TO-ONE COACHING

THIS COMPONENT OF THE PROGRAM IS COMPLETELY PERSONALIZED TO EACH PARTICIPANT IN TERMS OF THEIR VALUES AND INTERESTS

The Career Coach and participants meet virtually or in-person for one-to-one coaching sessions to work on activities to achieve the participant's goals.

Coaching supports participants with:

- Identifying goals, values and interests
- Exploring career/school options
- Creating a professional cover letter and resume
- Organizing virtual meetings with college/university programs the participant is interested in
- Connecting participants to professionals working within their field of interest
- Assisting them in applying to school and other training for participants to become employment ready!

# EMPLOYMENT OPPORTUNITY

THE GOAL IS TO SECURE A JOB IN A FIELD OF INTEREST IDENTIFIED THROUGH THE COACHING COMPONENT TO BUILD CONFIDENCE IN THE DECISION, AND GAIN PRACTICAL EXPERIENCE FOR THE FUTURE.

The Employer & Community Liaison assists participants with:

- Job searching
- Making introductions to employers and businesses
- Gaining a competitive edge for employment
- Setting up informational interviews

**Quality Employment Opportunities consist of up to 8 weeks paid employment experience.**