

Helping People Succeed



HOW CAN WE BE OF SERVICE TO YOU?

◆ Career and Employment Services

◆ Assessment and Testing Services

◆ Training Programs

◆ Employer Services

Are you looking for a career change,
a job or the opportunity to learn
new marketable skills?

Are you a newcomer to the GTA
who is seeking to gain Canadian
work experience?

Are you an employer interested in
hiring pre-screened qualified candidates
that will meet your needs?

Are you aware that we have workforce
specialists that can introduce you to
several programs to help your business'
staffing needs?

Could you or someone you
know benefit from assessment and
counselling services to make realistic
decisions about future education
and career direction?



HOW TO USE THE JVS TORONTO GUIDE TO SERVICES

Our Guide to Services can help you find the services you are looking for: JVS Toronto is a non-profit community organization that has been connecting people to work for over 60 years. JVS works in strong partnership with government and business to assist people from all walks of life to achieve their educational and employment potential. Our services are accessible to everyone regardless of their ability to pay.

Our services are varied and many, but our mission is always the same: to be an outstanding provider of services for achieving success at school and at work. We are committed to helping people succeed across the Greater Toronto Area through our multiple locations.

This Guide to Services is a reference tool to assist you in finding a program that fits your needs or the needs of a friend or family member. It also helps those in referral positions find an appropriate service that could make a difference in the life of a client or constituent. In addition, the Guide includes a special section highlighting services to employers.

The Guide is organized into four main categories of service offerings with information about the specific programs offered in those areas. Each page provides a brief overview of these services with details about eligibility, funding/cost, location(s), and whom to contact. For more details and current information about JVS Toronto services, be sure to visit our website at www.jvstoronto.org.

We hope that you will find our Guide to Services helpful and will join the more than 25,000 people each year who discover the services that they need at JVS Toronto.

Jewish Vocational Service

Head Office: 74 Tycos Drive, Toronto, Ontario M6B 1V9

Tel: 416.787.1151 • Fax: 416.785.7529 E-mail: information@jvstoronto.org

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SERVING YORK REGION

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Serving the Community

Employment Resource Centres provide job search assistance, information, and referrals to unemployed individuals interested in finding meaningful employment.

Services

For Job Seekers

- Access to job search workshops that focus on career decision making and skills enhancement
- Review and critique of résumés and cover letters
- Individual employment counselling
- Free access to computers, Internet/email, telephones/fax machines and a library of labour market resources
- Information and referrals to community services and employment programs

For Community Agencies

- Free usage of professional facilities to hold meetings and special events
- Inter-agency partnerships to market community programs and help meet service outcomes

Eligibility

Open to all residents of Toronto and York Region who are entitled to work in Canada.

Registration

Drop-in centre. Register in-person. No referrals or appointments required.

Funded by No cost to participant

Employment Ontario

Locations

ERC Atria

ATRIA I - 2255 Sheppard Ave. E., Suite A120
(Victoria Park/Sheppard)
North York, Ontario M2J 4Y1

ERC York Gate

York Gate Mall (Lower Level)
1 York Gate Blvd., Unit 136A
(Jane/Finch)
North York, Ontario M3N 3A1

Markham Employment Services – Job Connect

3780 14th Ave., Suite 110
(14th Ave. & Warden)
Markham, Ontario L3R 9Y5

Hours

ERC Atria

Monday – Friday
9 am – 5 pm

ERC York Gate

Monday
9 am – 7 pm

Tuesday – Friday
9 am – 5 pm

Saturday (except long weekends)
10 am – 4 pm

Markham Employment Services – Job Connect

Monday – Friday
9 am – 5 pm

Contact

ERC Atria

416.756.0202
ercatria@jvstoronto.org

ERC York Gate

416.514.0900
ercyorkgate@jvstoronto.org

Markham Employment Services – Job Connect

905.470.9675
esmarkham@jvstoronto.org

Project Job Search assists individuals to conduct a self-directed job search that focuses on finding meaningful employment and achieving self-sufficiency.

Services

- Assessment of skills, interests, and abilities
- Coaching for improved interview and networking skills and development of a professional résumé
- Advice on self-marketing strategies
- Support to research top ten potential employers worth pursuing
- Training for enhanced communication and work maintenance skills
- Job matching and job development

Eligibility

Unemployed or part-time employed individuals who are ready to commit to a full-time job search.

Funded by
No cost to participant

Employment Ontario

Location

Head Office

74 Tycos Drive
 Toronto, Ontario M6B 1V9

Hours

Monday – Thursday
 9 am – 5 pm

Friday
 9 am – 4 pm

Contact

416.787.1151, Ext. 271
pjs@jvstoronto.org

Serving the Jewish Community

The Kohn Summer Intern Program in Jewish leadership is an innovative program for university and college students sponsored by JVS Toronto in partnership with Hillel of Greater Toronto. Students gain valuable workplace experience, exposure to issues currently facing the Jewish community and opportunities for supervision and mentoring from Jewish community leaders through paid professional placements at leading Jewish agencies in the Greater Toronto Area.

Services

Interns are placed according to their interests and career goals. Potential work experience include:

- Advocacy
- Counselling
- Direct service with youth, the elderly and persons with disabilities
- Educational programming
- Event/volunteer coordination
- Finance & accounting
- Fundraising
- Marketing & public relations

Eligibility

Graduates and/or undergraduates who have completed at least one year of university or college.

Able to demonstrate a commitment to the Jewish community and leadership qualities.

Residents of the Greater Toronto Area.

Not participated in a previous Kohn Summer Intern Program.

Funded by No cost to participant

Irving and Toddy Granovsky and Family

The Selma Eisen Memorial Program

Tom Kohn and Family

UJA Federation of Greater Toronto

All students are paid a stipend for their participation in the program.

Location

Head Office

74 Tycos Drive
Toronto, Ontario M6B 1V9

Hours

Participants work at their internship four days a week. Students attend the Selma Eisen Memorial Leadership Series a half day per week and spend the remaining half day participating in community service in non-profit agencies throughout Toronto.

Contact

416.787.1151, Ext. 259
kohnintern@jvstoronto.org

Serving the Jewish Community

ParnossahWorks* is a confidential service helping unemployed and underemployed Jewish individuals attain employment. Through a web interface www.ParnossahWorksCanada.org and a team of employment professionals, ParnossahWorks connects job seekers and employers to place the right person in the right job.

Services

Services to Job Seekers:

- Referral of screened applicants to employers
- Job search and job development
- Employment counselling and support
- Access to labour market information
- Guidance to access skills development training

Services to Employers:

- Posting jobs on the website
- Receiving pre-screened applicants
- Access to wage subsidy programs (government funded JVS Toronto programs)*

* Certain conditions apply

Eligibility

Job seekers: Jewish individuals who are actively seeking employment

Employers: Any employer looking for qualified candidates for open positions

Funded by
No cost to participant

UJA Federation of Toronto with support from JVS Toronto, United Way Toronto and donors.

Location

North Office

1280 Finch Ave. W., Suite 607
 Toronto, Ontario M3J 3K6

Hours

Monday – Friday
 9 am – 5 pm

Contact

416.661.3010, Ext. 338
parnossahworks@jvstoronto.org

* ParnossahWorks is a joint initiative of JVS Toronto, synagogues and various Jewish community centres in the GTA and FECS Health and Human Services System.

Serving Newcomers

Canadian Workplace Communication* offers opportunities for internationally trained individuals with educational backgrounds in banking/finance, engineering or IT to improve their English language and workplace communication skills, thereby helping them to participate and reach their full potential in the Canadian workplace.

Services

- Coaching for sector-specific communication skills
- Improved telephone, meeting and business writing skills
- Sharing of knowledge about Canadian workplace culture
- In-class, online and telephone language instruction and practice

Eligibility

Unemployed Internationally Trained Individuals with an educational background and work experience in the banking/finance, engineering or IT sector who have participated in a pre-employment program at one of the participating partner agencies.

Must have completed LINC 5 or be at Canadian Language Benchmark Level 6.

Funded by No cost to participant

Citizenship and Immigration Canada with support from Canadian Imperial Bank of Commerce (CIBC).

Location

North Office

1280 Finch Ave. W., Suite 607
Toronto, Ontario M3J 3K6

Hours

Monday – Friday
9 am – 5 pm

Contact

416.661.3010, Ext. 358
cwc@jvstoronto.org

* This program is a partnership between JVS Toronto and the *Consortium of Agencies Serving Internationally Trained Professionals (CASIP)*. Participating CASIP member agencies are: ACCES, Humber College Institute of Technology and Advanced Learning, Job Start, Community MicroSkills and Seneca College of Applied Arts and Technology.

Mentoring Services match internationally trained professionals and trades people who are new to Canada with professionals in their field of expertise. Mentors are valuable sources of information, advice and support for new Canadians.

Services

- One-to-one sector-specific mentoring.
 - Mentors provide labour market information, work search strategy tips, and an understanding of the Canadian workplace culture
- CanadalInfoNet.org facilitates online communication between mentors and protégés through web-based access
- Ethno-Cultural Group Mentoring coordinates group meetings with mentors and newcomers from the same ethno-cultural community
- Occupation-specific mentoring provided in partnership and collaboration with the Toronto Region Immigrant Employment Council (TRIEC)

Location

ATRIA I - 2255 Sheppard Ave. E., Suite W307
North York, Ontario M2J 4Y1

Hours

Monday – Friday
9 am – 5 pm

Contact

416.491.0552
mentoring@jvstoronto.org

Eligibility

Unemployed or underemployed internationally trained individuals.

Specific eligibility criteria vary according to program requirements.

Funded by

No cost to participant

Employment Ontario, Ontario Ministry of Citizenship and Immigration, Ontario Trillium Foundation and JVS Toronto fundraising revenue.

Serving Newcomers

Newcomer Employment Services (NES) and Job Search Workshop (JSW) provide internationally trained professionals with the necessary tools to integrate into the Canadian job market and reach realistic employment goals leading to self-sufficiency.

Services

- Employment counselling and support
- Job search assistance through pre-employment workshops and one-on-one coaching
- Job development
- Work experience placements
- Subsidized employment, transportation and credential assessments (Markham location only)

Eligibility

Unemployed newcomers to Canada seeking support with their transition to the Canadian job market who are ready to commit to a full-time job search.

Funded by No cost to participant

Employment Ontario, Citizenship and Immigration Canada.

Locations

NES North & JSW

1280 Finch Ave. W., Suite 607
Toronto, Ontario M3J 3K6

NES East

ATRIA I - 2255 Sheppard Ave. E.,
Suite W307
North York, Ontario M2J 4Y1

Hours

Monday – Friday
9 am – 5 pm

Contact

NES North & JSW

416.661.3010
nesnorth@jvstoronto.org

NES East

416.491.0552
neseast@jvstoronto.org

Serving Persons on Employment Insurance or Reachback*

Career Decision Making Workshop (CarDM) supports unemployed and underemployed adults requiring direction and support to explore and assess career options, and develop action plans to guide efforts to find both immediate employment and long-term career direction.

Services

- Workshops offered to:
 - Identify realistic career direction and return-to-work strategies
 - Assess individual strengths, skills, interests, values and personality factors
 - Provide coaching on how to conduct effective career research
- One-on-one counselling provided to develop individual reports and action plans

Eligibility

Priority given to Employment Insurance (EI) recipients and Reachback clients who are unemployed or underemployed.

Open to non-EI, non-Reachback clients who are unemployed should space permit.

Basic English skills required (LINC Level 4)

Funded by
No cost to participant

Employment Ontario

Location

North Office

1280 Finch Ave. W., Suite 607
 North York, Ontario M3J 3K6

Hours

Monday – Friday
 9 am – 5 pm

Contact

416.661.3010, Ext. 332
cardm@jvstoronto.org

* Individuals who have received Employment Insurance (EI) within the last three years.

Serving Persons on Social Assistance

Ontario Works Employment Placement (OWEP) supports social assistance recipients to find long-term sustainable employment.

Services

- 5-day “Work Search Strategies” workshop
- Personal profile development
- Coaching on résumé writing, references, cover letters, networking, time management, job search techniques and job interviews

Eligibility

- Must be referred by a Toronto Social Services office if deemed job ready
- Must be motivated to find work and have realistic employment goals
- Must have marketable job skills
- Must have long-term child care and transportation arrangements in place

Funded by No cost to participant

Toronto Social Services

Locations

Weekly orientation sessions held at three locations:

ERC Atria

ATRIA 1 - 2255 Sheppard Ave. E., Suite A120
North York, Ontario M2J 4Y1
Every Monday – 9:30 am

ERC York Gate

York Gate Mall (Lower Level) - 1 York Gate Blvd., Unit 136A
North York, Ontario M3N 3A1
Every Wednesday – 9:30 am

Head Office

74 Tycos Drive
Toronto, Ontario M6B 1V9
Every Thursday – 9:30 am

Hours

Monday – Friday
9 am – 5 pm

Contact

416.787.1151, Ext. 271
ow@jvstoronto.org

Serving Persons on Social Assistance, Employment Insurance and/or Reachback*

Re-Employment Program (REP) identifies and supports the needs of unemployed Reachback clients including those on social assistance as they re-enter the workforce. The program helps clients increase self-awareness and self-sufficiency thereby supporting their attempts to find and maintain employment.

Services

- Individual employment counselling
 - Assessment of skills, interests and abilities
 - Development of return-to-work action plan
 - Coaching for improved interview and networking skills
 - Job search guidance
 - Advice on self-marketing strategies
 - Support to research top ten employers to pursue
 - Assistance with application process to obtain funds for Skills Development

- Referrals to a variety of pre-employment programs including:
 - Skills Development
 - Self-Employment Benefits
 - Wage Subsidies

Eligibility

Unemployed Reachback clients including those on social assistance who are ready to commit to a full-time job search.

Funded by
No cost to participant

Employment Ontario

Location

Administration

3780 14th Ave., Suite 110
Markham, Ontario L3R 9Y5

Services provided in multiple locations within North York and Scarborough.

Hours

Monday – Friday
9 am – 5 pm

Contact

416.787.0111
rep@jvstoronto.org

* Individuals who have received Employment Insurance (EI) within the last three years.

Serving Persons on Employment Insurance or Reachback*

Wage Subsidy Program (WSP) assists unemployed individuals facing difficulties to obtain long-term employment in their chosen occupational field by offering potential employers a partial wage subsidy as an incentive for hiring new employees.

Services

- Individual job placement service provided. Workforce specialists will:
 - Contact potential employers to advocate on behalf of hiring clients
 - Arrange for job interviews
 - Negotiate and develop employment agreements
 - Monitor subsidized placements

Eligibility

Employment Insurance (EI) recipients or Reachback clients who are experiencing difficulties finding employment in their chosen field.

Clients must be referred by an Employment Ontario Assessment Centre.

Funded by No cost to participant

Employment Ontario

Locations

Toronto West

5464 Dundas St. W., Suite 201
Etobicoke, Ontario M9B 1B4

Toronto North

1280 Finch Ave. W., Suite 607
North York, Ontario M3J 3K6

Toronto East

2425 Eglinton Ave. E., Suite 215
Scarborough, Ontario M1K 5G8

Hours

Monday – Friday
9 am – 5 pm

Contact

Toronto West (Etobicoke)

416.231.8495
wagesubsidywest@jvstoronto.org

Toronto North (North York)

416.661.3010
wagesubsidynorth@jvstoronto.org

Toronto East (Scarborough)

416.285.0977
wagesubsidyeast@jvstoronto.org

* Individuals who have received Employment Insurance (EI) within the last three years.

Serving Persons with Disabilities

AbilityWorks assists persons with mental health, developmental, learning and physical disabilities, injuries or illnesses to transition to employment or self-employment.

Services

- Employability determination and direction
- Unpaid work experiences in the community
- Job search assistance and job coaching
- Paid job placements and job retention support
- Employer education
- Business planning

Eligibility

- Adults with disabilities interested in preparing for and returning to paid work.
- Must be eligible for Ontario Disability Support Program/Employment Supports (ODSP/ES) or be funded on a fee-for-service basis.

Funded by
Customized fee-
for-service
offerings available

Ontario Ministry of Community and Social Services (ODSP/ES), private insurance and individual fee-for-service.

Location

Head Office

74 Tycos Drive
 Toronto, Ontario M6B 1V9

Hours

Monday – Thursday
 9 am – 5 pm

Friday
 9 am – 4 pm

Contact

416.787.1151, Ext. 247
abilityworks@jvstoronto.org

Serving Persons with Developmental Disabilities

The **AI Green Resource Centre** specializes in creating employment, training and volunteer opportunities for persons with developmental disabilities to assist them to develop work, life and social skills.

Services

Day Activity Programs

- *Developing Work Connections:* Supports the development of individual assessments and action plans, volunteer placements and meaningful day activity.
- *The Workshop:* Provides meaningful day activity, skills-development and training matched to individual abilities.
- *Youth: Community Choices for Success:* Supports youth 18-30 years of age living with a dual diagnosis (mental health issues coupled with a developmental disability) through a variety of services and case management.

Specialized Competitive Employment Program

- *Path 2 Work:* Offers pre-vocational life skills training, job development and access to paid employment.

Eligibility

Individuals with a developmental disability who are 18 years of age and older.

Funded by Customized fee- for-service offerings available

Employment Ontario; Ontario Ministry of Community and Social Services (Developmental Services) and individual fee-for-service.

Location

2700 Dufferin St., Unit 90A
Toronto, Ontario M6B 4J3

Hours

Monday – Friday
9 am – 5 pm

Contact

416.782.3976
algreen@jvstoronto.org

Serving Persons with Learning Disabilities

The Learning Disabilities Centre assists individuals to better understand their learning disabilities/challenges in order to overcome barriers to finding and maintaining meaningful employment.

Services

Generating Opportunities for Learning Disabilities (Project GOLD)

- Initial intake and assessment session
- One-on-one counselling to clarify learning styles/disabilities
- Development of a Return-to-Work Plan
- Employment-related workshops
- Job search support
- Ongoing job coaching and job maintenance support

Eligibility

Learning disabled adults seeking gainful employment.

Funded by No cost to participant

Employment Ontario

Location

120 Front St. E., Suite 208
Toronto, Ontario M5A 4L9

Hours

Monday – Friday
9 am – 5 pm

Contact

416.693.2922
gold@jvstoronto.org

Serving Persons with Disabilities

Real Experience & Access Designed for Youth (READY) serves youth who have experienced and continue to experience barriers to securing employment. Participants learn about their own needs, discuss issues that create barriers, participate in group development and life skills sessions and focus on how they find and keep a job that fits their skills.

Services

The program is delivered over 6 months and includes:

Life Skills through group sessions that explore goal setting, assertiveness, decision making, time and money management, conflict resolution and self image. Special presentations, field trips and conversation circles are also included.

Employment Preparation Skills focus on career planning, labour market information and employment opportunities.

Eligibility

Youth aged 18+ experiencing barriers to achieving employment.

Funded by No cost to participant

United Way Toronto.

READY is a partnership between JVS Toronto and Lawrence Heights Community Health Centre.

Location

**Lawrence Heights
Community Health Centre**
12 Flemington Rd.
Toronto, Ontario M6A 2N4

Hours

Every Wednesday
4 pm – 8 pm

Contact

416. 787.1661, Ext. 284

Wage Subsidy Program for Persons with Disabilities assists individuals with self-identified disabilities to obtain workplace experience and long-term employment by offering potential employers a partial wage subsidy as an incentive for hiring new employees.

Services

- Employability assessment and direction
- Job search support and interview skills assistance
- Arrange job interviews
- Assist with job search and matching
- Negotiate and develop employment agreements
- Job coaching and job retention support
- Monitor subsidized placements

Eligibility

- Have a self-identified disability
- Unemployed or underemployed (working less than 21 hours per week)
- Can be on Ontario Works (OW) or Ontario Disabilities Support Program (ODSP) (not mandatory)
- Not in receipt of Employment Insurance (EI) or of Reachback status
- Able to work a minimum of 21 hours per week

Funded by
No cost to
participant

Service Canada, Opportunities Fund for People with Disabilities

Location

2425 Eglinton Ave. E., Suite 215,
Scarborough, Ontario, M1K 5G8

Hours

Monday – Friday
9 am – 5 pm

Contact

416.787.1151, Ext. 253
wspd@jvstoronto.org

Serving Women Only

Women in New Roles (WINR) provides women the opportunity to explore career options and learn effective job search and decision making skills, build confidence and self-esteem, and develop the resources needed to conduct a successful job search.

Services

- One-on-one and group counselling
- Career exploration workshops
- Assessments to identify personal style, interests, strengths, realistic career goals, training needs and potential occupations
- Free access to computers, Internet/email, printers, fax machine and photocopier
- Job board, job development, and job referrals
- Ongoing support from counsellors
- Workshops to improve résumé and cover letters, job search skills, networking, and interview skills

Eligibility

Unemployed women over 25 with a minimum of Grade 12 or equivalent education.

Funded by No cost to participant

Employment Ontario

Location

North Office

1280 Finch Ave. W., Suite 607
North York, Ontario M3J 3K6

Hours

Monday – Friday
9 am – 5 pm

Contact

416.661.3010
winr@jvstoronto.org

Women In Successful Employment (WISE) provides women the opportunity to explore career options and learn effective job search and decision making skills, build confidence and self-esteem, and develop the resources needed to conduct a successful job search.

Services

- One-on-one and group counselling
- Career exploration workshops
- Assessments to identify personal style, interests, strengths, realistic career goals, training needs and potential occupations
- Access to computers, Internet/email, printer, fax machine and photocopier
- Job board, job development and job referrals
- Ongoing support from counsellors
- Workshops to improve résumé and cover letters, job search skills, networking, and interview skills

Location

10 King St. E., Suite 300
Toronto, Ontario M5C 1C3

Hours

Monday – Friday
9 am – 5 pm

Contact

416.682.9095
wise@jvstoronto.org

Eligibility

Unemployed or underemployed women over age 25.

Funded by
No cost to
participant

Employment Ontario

Serving Women Only

Women's Shelter Program provides women at risk the opportunity to examine pre-employment and employment-related issues in a safe and supportive environment. Participants build confidence and self-esteem while developing the skills required to transition to employment.

Services

- Assessments to identify personal style, interests, strengths, realistic career goals, training needs and potential occupations
- Workshops to improve résumé and cover letter development, and job search, interview and networking skills
- Life skills workshops

Eligibility

Women connected to the shelter system in the Greater Toronto Area.

Funded by No cost to participant

United Way Toronto

Locations

- Interval House
- Robertson House
- Woodgreen
- Red Door Shelter

Hours

Specific to each location

Contact

416.682.9095
wise@jvstoronto.org

The General Educational Development* (GED) provides Pre-GED and GED preparation and certification and literacy training to youth living in the Jane Finch community.

Services

The pre-GED and GED program is staffed by two full-time literacy facilitators and volunteer tutors.

Pre-GED preparation and literacy training

- Participants receive literacy skills training, assistance and mentorship opportunities

GED preparation and certification

- Participants who are ready to gain their high school equivalency will receive support and guidance through small group tutoring, one-to-one sessions and self-directed learning

Location

Jane Finch Mall

1911 Finch Ave. W., Unit 3
North York, Ontario M3N 2V2

Hours

Monday – Friday
9 am – 5 pm

Contact

416.636.2481, Ext. 222 or 223
youthinc@jvstoronto.org

Eligibility

Youth aged 17-30 years who reside in the Jane Finch community.

Not graduated from high school and have been out of school for at least one year (GED preparation and certification only).

Funded by
No cost to participant

United Way Toronto and Youth Challenge Fund.

*This program is a partnership between JVS Toronto and Frontier College.

Serving Youth

Toronto Youth Job Corps (TYJC) helps youth address employment barriers, increase self-esteem and ultimately enhance their employment potential.

Services

The program is delivered in two phases:

- *Pre-employment Preparation Phase* (five weeks): helps youth to address and overcome employment barriers through participation in a combination of activities including a community work team, employability skills workshops and life skills workshops
- *Subsidized Work Placement* (16-24 weeks) to obtain real work experience

Eligibility

Youth aged 16-29 years at time of intake.

Out of school and out of work.

Not in receipt of Employment Insurance (EI) Benefits.

Face barriers to employment such as low educational achievement, lack of work experience, past or present involvement with the criminal justice system and homelessness.

Funded by No cost to participant

Service Canada in partnership with the City of Toronto.

Location

Jane Finch Mall

1911 Finch Ave. W., Unit 3
North York, Ontario M3N 2V2

Hours

Monday – Friday
9 am – 5 pm

Contact

416.636.2481
tyjc@jvstoronto.org

Youthinc serves as a central point of access to a network of valuable youth resources in the GTA (e.g. schools, businesses, community services) that helps connect young people to services, education and employment. We also collaborate with community agencies to enhance their services and support their needs.

Services

For Job Seekers

- Free access to:
 - full-time, part-time, temporary and summer job postings
 - job search workshops and information sessions that focus on career decision making
 - computers, Internet/email, telephones, fax machines, photocopiers, directories and newspapers
- Case management, counselling and job development support for youth with barriers to employment
- Review and critique of résumés and cover letters
- Support to conduct a self-directed job search and labour market research
- Guidance on matters related to employment, education, health, housing, and social/cultural issues

For Community Agencies

- Free usage of professional facilities to hold meetings and special events
- Interagency partnerships to market community programs and help meet service outcomes

Eligibility

Youth aged 15-30 years.

Registration

Drop-in centre. Register in-person. No referrals or appointments required.

Funded by

No cost to participant

Employment Ontario

Location

Jane Finch Mall

1911 Finch Ave. W., Unit 3
North York, Ontario M3N 2V2

Hours

Monday
9 am – 7 pm

Tuesday – Thursday
9 am – 6 pm

Friday
10 am – 5 pm

Saturday (except long weekends) 10 am – 4 pm

Contact

416.636.2481
youthinc@jvstoronto.org

Serving Youth

YouthReach serves youth who have experienced conflict with the law and are in need of one-on-one employment counselling or referrals to appropriate community resources. Participants are provided with a variety of resources and services designed to help them overcome barriers to employment success.

Services

- Assistance with identifying skills, interests and barriers to employment
- Referrals to appropriate programs and services
- Résumé writing and job search assistance
- Guidance to access employment supports through the Ontario Disability Support Program if eligible
- Access to computers, Internet/email, telephones, fax machines and photocopiers
- Caseworkers available to provide community and agency presentations on helping youth in conflict with the law to find employment

Eligibility

Youth aged 15-30 years who have experienced conflict with the law and are looking for employment.

Funded by
No cost to
participant

JVS Toronto fundraising revenue and United Way Toronto.

Location

Jane Finch Mall

1911 Finch Ave. W., Unit 3
North York, Ontario M3N 2V2

Hours

Monday – Friday
9 am – 5 pm

Contact

416.636.2481
youthreach@jvstoronto.org

YouthSource reaches out to meet the needs of East Willowdale youth by providing a range of prevention and intervention services including education, training, mentoring, volunteering, co-op placements and employment opportunities.

Services

- One-on-one counselling to develop personal goals and set action plans
- Group workshops that offer information and strategies regarding life skills and personal growth, conflict resolution, assertiveness skills and self-esteem building, anti-bullying and anti-gang activity and diversity training
- Youth Advisory Council established to gain insight into community issues and provide networking opportunities
- Community pride campaigns that celebrate the contributions made by East Willowdale youth

Eligibility

Youth who reside in the Don Mills and Sheppard area.

Funded by
No cost to participant

JVS Toronto fundraising revenue and United Way Toronto.

Location

ATRIA I

2255 Sheppard Ave. E.,
Suite A120
North York, Ontario M2J 4Y1

Hours

Monday – Friday
9 am – 5 pm

Contact

416.756.0202
youthsource@jvstoronto.org

Serving the Community

Career Counselling provides comprehensive one-on-one assessment and counselling services designed for individuals in the process of developing an educational plan, making a career change or who need focus in their career search.

Services

- Individual career counselling
- Assessment of individual strengths, skills, interests, values, personality factors and areas for development
- Techniques for improving labour market research and job search skills
- Development of immediate and long-term career action plans
- Completion of Career Assessment Profiles to examine career options

Eligibility

16 years and older.

Fee-for-Service

Sliding scale available.

Location

North Office

1280 Finch Ave. W., Suite 607
North York, Ontario M3J 3K6

Hours

Monday – Friday
9 am – 5 pm

Contact

416.661.3010, Ext. 325
careercounselling@jvstoronto.org

Cogmed Working Memory Training is an innovative program designed for children, adolescents and adults with working memory deficits, including those with ADHD (Attention Deficit Hyperactivity Disorder) and some learning disabilities. Evidence-based research indicates that Cogmed Working Memory Training improves attention and concentration, reasoning skills and academic performance. The training is computerized using the Cogmed specialized software with support from a trained JVS coach.

Services

Cogmed Working Memory Training includes:

- An initial phone interview
- Start-up session
- Five weeks at-home training with weekly coaching sessions
- Wrap-up and follow-up evaluation sessions

Eligibility

Children aged 7+, adolescents and adults.

Fee-for-Service

Sliding scale and subsidies available.

Location

Head Office

74 Tycos Drive
Toronto, Ontario M6B 1V9

Hours

Arranged with clients on an individual basis.

Contact

416.787.1151, Ext. 538
cogmed@jvstoronto.org

*Under the directorship and supervision of a registered psychologist.

Serving the Community

Psychoeducational Assessments for Adults provide a deeper understanding of educational and/or professional strengths and abilities, and are designed to help individuals reach full potential and make realistic decisions about future education and careers.

Services

- Assessments clarify needs by evaluating learning aptitudes, academic skills and other factors that influence success at college, university and the workplace
- Assessments identify areas of strength and factors interfering with success, including issues related to learning disabilities, attentional problems and social/emotional concerns
- Assessments for university and college students to diagnose learning disabilities and recommend educational accommodations
- Comprehensive report produced that includes assessment results and recommendations

Eligibility

No restrictions.

Fee-for-Service

Sliding scale and subsidies available.

Location

Head Office

74 Tycos Drive
Toronto, Ontario M6B 1V9

Hours

Monday – Thursday
9 am – 5 pm

Friday
9 am – 4 pm

Contact

416.787.1151, Ext. 209
pave@jvstoronto.org

* Under the directorship and supervision of a registered psychologist.

Psychovocational Assessments provide a deeper understanding of individual learning and employment profiles, and are designed to help clients reach full potential and make realistic decisions about future training and careers.

Services

- Evaluation of learning profiles, academic skills, and vocational aptitudes and interests
- Assessment of areas of strength and barriers to occupational success led by psycho-educational consultants and vocational evaluators
- Consideration of issues related to learning disabilities, cognitive delays, attentional problems and mental health concerns
- Comprehensive report produced that includes assessment results and recommendations

Eligibility

No restrictions.

Fee-for-Service

Sliding scale and subsidies available.

Funding available through:

May be government funded for individuals who are eligible (such as those receiving support from Ontario Works), insurance companies and law firms.

Location

Head Office

74 Tycos Drive
Toronto, Ontario M6B 1V9

Hours

Monday – Thursday
9 am – 5 pm

Friday
9 am – 4 pm

Contact

416.787.1151, Ext. 209
pave@jvstoronto.org

* Under the directorship and supervision of a registered psychologist.

Serving the Community

Vocational Evaluation provides a measure of an individual's employment potential and vocational interest, and can determine suitability for specific training programs or areas of study or employment goals. It can be the first step in a return-to-work process, laying the foundation for selecting attainable goals and appropriate services.

Services

- Individual evaluations over three consecutive half-days
- Testing process evaluates aptitudes, academic levels, and interests as they relate to employment
- Comprehensive report produced that includes results and recommendations
- Clarifies employment, training, or educational potential
- Establishment of employment status for legal/insurance purposes or to meet pension needs

Eligibility

No restrictions.

Fee-for-Service

Sliding scale available.

Funding available through:

Employment Ontario, Ontario Works, Ontario Disability Support Program, insurance companies and law firms.

Location

Head Office

74 Tycos Drive
Toronto, Ontario M6B 1V9

Hours

Monday – Thursday
9 am – 5 pm

Friday
9 am – 4 pm

Contact

416.661.3010, Ext. 325
voceval@jvstoronto.org

* Under the directorship and supervision of a registered psychologist.

Psychoeducational Assessments for Children and Adolescents

identify areas of strength and weakness in a student's learning profile, and are helpful in diagnosing a variety of childhood problems including learning disabilities, Attention Deficit Hyperactivity Disorder (ADHD), depression, anxiety and behavioural problems.

Services

- Assessment of educational needs by evaluating learning aptitudes, cognitive abilities, academic skills, and other factors that influence school success
- Comprehensive reports produced that include specific recommendations for home and school to address learning difficulties and maximize strengths
- Consultations to parents
- School admission screens
- Gifted assessments

Eligibility

Children and adolescents.

Fee-for-Service

Sliding scale and subsidies available.

Location

Head Office

74 Tycos Drive
Toronto, Ontario M6B 1V9

Hours

Monday – Thursday
9 am – 5 pm

Friday
9 am – 4 pm

Contact

416.787.1151, Ext. 209
pave@jvstoronto.org

* Under the directorship and supervision of a registered psychologist.

Serving Children and Youth

Services for Jewish Day Schools help students, their parents, teachers, and Jewish Day School administrators to better understand and address the learning needs of students, and supports efforts to maintain children in the Jewish Day School system where deemed appropriate.

Services

- Psychoeducational assessments under the supervision of our registered Chief Psychologist and Senior Psychological Associate
- In-school psychoeducational services
- Consultations concerning program modifications for special needs students, individual student program planning, student behaviour and social concerns, and connecting with community resources
- Workshops on topics relevant to students, teachers, and parents
- Facilitation of student groups to explore vocational interests, career counselling, and academic issues

Eligibility

All students requiring psychoeducational support who are currently enrolled in a Jewish Day School that is funded for this service.

Funded by

UJA Federation of Greater Toronto/Centre for the Enhancement of Jewish Education and participating schools.

Additional services may also be purchased directly by individual schools and/ or families.

Location

Intake services provided at nine Jewish Day Schools in the GTA. All services are provided on school premises unless otherwise indicated.

Hours

Specific to individual school hours

Contact

416.787.1151, Ext. 209
dayschools@jvstoronto.org

* Under the directorship and supervision of a registered psychologist.

Cash Register Training provides a 2-day training session in practical knowledge and hands-on experience in preparation for working in a range of retail and customer service environments.

- Services**
- Training course focuses on transaction processing using computerized cash register systems, money handling and basic mathematical skills, loss prevention techniques and customer service etiquette
 - Participants receive a certificate upon completion
 - Job leads

Eligibility No restrictions.

Fee-for-Service Cost: \$75

Location

Head Office

74 Tycos Drive
Toronto, Ontario M6B 1V9

Hours

Monday – Thursday
9 am – 5 pm

Friday
9 am – 4 pm

Contact

416.787.1151, Ext. 283
retailsourc@jvstoronto.org

Serving the Community

The Retail Source provides training in customer service and sales through a combination of in-class instruction and paid placements, allowing individuals to increase self-confidence, meet retail job expectations and gain experience working in team environments.

Services

- Customer service training course focuses on building customer relationships, handling complaints, effective communication skills and sales techniques
- Coaching provided on retail skills which include merchandising and display strategies, inventory control and theft prevention, operating retail equipment and retail math

Eligibility

Adults 25 years + who are in receipt of OW.
Must be out of full-time school or work.
Must have at least Grade 9 English credit and basic level mathematics.

Funded by
No cost to participant

Toronto Social Services, JVS Toronto fundraising revenue and United Way Toronto.

Location

Head Office

74 Tycos Drive
Toronto, Ontario M6B 1V9

Hours

Monday – Thursday
9 am – 5 pm

Friday
9 am – 4 pm

Contact

Head Office

416.787.1151
retailsourc@jvstoronto.org

Serving Persons on Social Assistance

Bringing Employment Specialists to Tomorrow (BEST) is a 16-week full-time certificate program that equips professionals with the necessary skills and tools to provide job development, employment consulting and/or special services to clients.

Services

- Individual consultations to ensure goal achievement and optimal fit
- Intensive and interactive professional training to enable graduates to work as client/employer advocates
- Benefit from the knowledge of instructors and guest speakers within the academic and non-profit sectors
- Networking and discussion/group work opportunities
- 4 weeks of computer training provided

Eligibility

Must be in receipt of social assistance (from Toronto Social Services).

Must possess a degree in Social Sciences from a university

- **or** possess transferable work experience such as customer service/sales
- **or** possess a certificate in Marketing from a community college

Registration

Referrals from Toronto Social Services must be completed and submitted to the contact indicated below.

Applicants will be invited for an interview and testing session.

Applicants must bring:

- Copies of degree/certificate from place of education as well as references
- If applying for the program based on work experience, a résumé and professional references from past employers
- A letter of intent that outlines personal and professional goals

Funded by No cost to participant

Toronto Social Services

Location

Head Office

74 Tycos Drive
Toronto, Ontario M6B 1V9

Hours

Monday – Thursday
9 am – 5 pm

Friday
9 am – 4 pm

Contact

416.787.1151, Ext. 205
best@jvstoronto.org

Serving Persons with Disabilities

Pre-Employment Training Program focuses on skills development and confidence building for persons with disabilities through a six-week on-the-job training experience that leads to employment in the financial sector.

Services

- Group training provided to develop soft skills and improve hard skills
 - Curriculum emphasizes team building, customer service, sales and selling, assertiveness, articulation, personality dimensions and individual learning styles
- Weekly feedback sessions provided
- Job shadowing opportunities
- Graduates are hired into various business units in different roles

Eligibility

Any person with a disability who is interested in finding employment.

Funded by No cost to participant

Corporate sponsors: Bank of Montreal (BMO), Canadian Imperial Bank of Commerce (CIBC) and Royal Bank of Canada (RBC) Financial Group.

Location

Administration

Head Office
74 Tycos Drive
Toronto, Ontario M6B 1V9

On-the-Job Training Sites

Various business locations

Hours

Monday – Thursday
9 am – 5 pm

Friday
9 am – 4 pm

Contact

416.787.1151
pet@jvstoronto.org

Serving Persons with Disabilities

Retail Employment Action Career Hub (REACH) focuses on creating employment opportunities for persons with disabilities in the retail sector:

Services

- Intake and screening of persons with disabilities on Ontario Works (OW) or Ontario Disability Support Program (ODSP)
- 6-week ready to work program including job preparation
- Brief unpaid placement in the retail sector
- On-the-job coaching
- On-the-job follow-up and support
- Job search assistance and interview preparation support

Eligibility

Adults with a disability who are in receipt of OW or ODSP (Income Support and/or Employment Support) interested in working and pursuing a career in the Retail and Customer Service sector.

Funded by
No cost to participant

Ontario Ministry of Community and Social Services (Employment Secretariat)

Location

Head Office

74 Tycos Drive
 Toronto, Ontario M6B 1V9

On-the-Job Training Sites

Various retail stores in the community

Hours

Monday – Thursday
 9 am – 5 pm

Friday
 9 am – 4 pm

On-the-job training hours will vary.

Contact

416.787.1151, Ext. 262
reach@jvsstoronto.org

Serving the Community

Computerized Skills Assessments evaluate a client's level of computer proficiency in a range of industry standard software packages. Test results assist the vocational counsellor to identify training needs and establish realistic employment goals.

Services

- Evaluation of software skills related to clerical, administrative, and technical/information technology occupations. 100 different testing tools available.
- Testing tools available to assess typing speed, academic levels and the ability to read for meaning.

Eligibility

No restrictions.

Fee-for-Service

Cost: \$50 per individual skills test (sliding scale available).

Funding available through

Employment Ontario, Ontario Works, Ontario Disability Support Program, insurance companies and law firms.

Location

Head Office

74 Tycos Drive
Toronto, Ontario M6B 1V9

Hours

Monday – Thursday
9 am – 5 pm

Friday
9 am – 4 pm

Contact

416.787.1151
voceval@jvstoronto.org

Serving the Community

Looking to hire? Let us be your search specialist. Put JVS Toronto's 60+ years of experience to work for you in matching the right candidate to the right job. Using our database, along with sharing your recruitment needs with agencies across the GTA, we provide you with a large pool of qualified candidates from whom to choose. Our workforce specialists pre-screen candidates to carefully match their experience, skills, and personal ambitions to your business requirements.

Services

- FREE assistance in placing qualified candidates
- FREE job posting service to advertise your employment opportunities
- FREE work trial assessments
- Work internships (an unpaid work experience program)
- Access to government funded Wage Subsidy Programs - subject to eligibility and approval (see details on p.15)
- Assistance to meet employment equity targets
- Additional assessment services if required to help you make informed hiring choices
- Coordination of job information fairs to recruit for your company

A personal account representative is assigned to your company as your point of contact and support.

Eligibility

Serving all employers in the GTA – small, medium, large – private and public sector.

Funded by

Government (program dependent)

Customized fee-for-service offerings available

Consulting and assessment packages available on a fee-for-service basis.

Location

Administration

74 Tycos Drive
Toronto, Ontario M6B 1V9

Hours

Monday – Thursday
9 am – 5 pm

Friday
9 am – 4 pm

Contact

416.787.1151, Ext. 227
employers@jvstoronto.org

Serving the Community

Volunteer Services provide opportunities for individuals to enrich the lives of JVS Toronto clients and make invaluable contributions to agency programs, while learning new skills, making new connections and experiencing personal fulfillment. Annually, over 600 volunteers donate more than 32,000 hours to help JVS meet the needs of clients, the agency and the community.

Volunteer Opportunities

- Administrative support, data entry and reception duties
- Assist with planning and implementation of fundraising campaigns and special events
- Mentor people with disabilities, newcomers to Canada and youth (including tutoring opportunities)
- Provide consulting in your area of expertise
- Contribute guidance through membership on the Board of Directors and Advisory Committees

Eligibility

Individuals dedicated to making a difference in the community and interested in learning.

High school, college, or university students fulfilling community placement hours are encouraged to apply.

Minimum commitment of 3 hours per week for 3 months.

Funded by No cost to participant

United Way Toronto

Location

Administration

Head Office
74 Tycos Drive
Toronto, Ontario M6B 1V9

Volunteer placements available throughout all JVS Toronto offices.

Hours

Depends on specific volunteer opportunity.

Generally:
Monday – Friday
9 am – 5 pm

Contact

416.787.1151, Ext. 259
volunteering@jvstoronto.org

Employment Help for the Internationally Trained (E-Hit)

supports internationally trained social assistance recipients to find work in their fields of study or related profession.

Services

- Employment counselling
- One-on-one coaching
- Job search assistance through pre-employment workshops, job development and job maintenance support
- Accreditation advice

Eligibility

Must be referred by York Region Social Services.

Must be internationally trained.

Must be motivated and eligible to work in Canada.

Must be available to participate in pre-employment sessions during the day.

Funded by No cost to participant

York Region Social Services

Location

Markham Employment Services-Job Connect

3780 14th Avenue, Unit 110
Markham, Ontario L3R 9Y5

Hours

Monday – Friday
9 am – 5 pm

Contact

905.470.9675, Ext. 216
ehit@jvstoronto.org

Serving York Region

Enhanced Communication through Effective Pronunciation

focuses on common pronunciation issues faced by Mandarin-and Cantonese-speakers.

Services

The 10-week, 2 hours per week course includes:

- Individual pronunciation assessments
- Access to a computer lab with pronunciation software
- Individual telephone practice
- Final course assessments

Eligibility

Open to all residents of Toronto and York Region who are entitled to work in Canada. Must register in advance.

Funded by No cost to participant

Ministry of Training, Colleges and Universities and Canadian Imperial Bank of Commerce (CIBC).

Location

Markham Employment Services-Job Connect

3780 14th Avenue, Unit 110
Markham, Ontario L3R 9Y5

Hours

Monday – Friday
9 am – 5 pm

Contact

905.470.9675, Ext. 221
cwc@jvstoronto.org

Markham Employment Services – Job Connect provides a variety of services to respond to the employment and training needs of individuals and local employers.

Services

Job Connect offers three services:

Information and Resource Service (IRS)

- Access to information on careers and occupations, the local job market and job-search strategies
- Assistance with résumé writing, cover letters and interview preparation
- Job postings
- Free access to computers, Internet/email, telephones/fax machines

Employment Planning and Preparation (EPP)

Counsellors assist individuals to clarify their employment needs, establish short- and long-term goals, develop an action plan, and search for a job.

Job Development and Placement Support (JDPS)

Job Developers help develop clients' skills and assist them to gain experience through supports such as job trials, volunteer placements, job shadows, subsidized on-the-job training opportunities or direct employment placements.

Employers may be able to reduce costs associated with training a new employee. Job Connect will register job vacancies and help employers find the right person for the job.

Eligibility

Information and Resource Service (IRS)

Open to all residents of Toronto and York Region who are entitled to work in Canada.

Employment Planning and Preparation (EPP) & Job Development and Placement Support (JDPS)

- Aged 25 years and older.
- Out of school and out of work.
- Not in receipt of Employment Insurance (EI) Benefits.

Registration

Drop-in centre. Register in-person. No referrals or appointments required.

Funded by
No cost to participant

Ministry of Training, Colleges and Universities.

Location

Markham Employment Services-Job Connect

3780 14th Avenue, Unit 110
Markham, Ontario L3R 9Y5

Hours

Monday – Friday
9 am – 5 pm

Contact

905.470.9675
esmarkham@jvstoronto.org

Serving York Region

International Professionals Learning to Access Careers and Employment (IPLACE) is a 20-week full-time certificate program that equips internationally trained individuals with the necessary skills and tools to provide job development, employment consulting and work in the non-profit and profit placement/recruitment industry.

Services

- Individual consultations to help students achieve goals and optimal fit
- Intensive and interactive professional training to enable graduates to work as client/employer advocates to assist clients to find meaningful employment
- Benefit from the knowledge of instructors and guest speakers within the academic and non-profit sectors
- Networking and discussion/group work
- Computer training provided
- Sector specific language instruction

Eligibility

Unemployed internationally trained individuals who are permanent residents and eligible to work in Canada.

- Must have a degree in Social Sciences (as Human Resources, Social Work, Business Administration) from a university or a diploma in Marketing, Customer Services or Sales from a community college.

Must be at Canadian Language Benchmark 8, based on completion of language assessment.

Funded by No cost to participant

Ministry of Citizenship and Immigration

Location

Markham Employment Services-Job Connect

3780 14th Avenue, Unit 110
Markham, Ontario L3R 9Y5

Hours

Monday – Friday
9 am – 5 pm

Contact

905.470.9675
iplace@jvstoronto.org

JVS Toronto Head Office

74 Tycos Drive
Toronto, Ontario M6B 1V9
T: 416.787.1151
F: 416.785.7529

JVS Toronto Satellite Offices

North Office
1280 Finch Ave. W., Suite 607
North York, Ontario M3J 3K6
T: 416.661.3010
F: 416.661.5716

Jane Finch Mall
1911 Finch Ave. W., Unit 3
North York, Ontario M3N 2V2
T: 416.636.2481
F: 416.636.6416

York Gate Mall
1 York Gate Blvd., Unit 136A
North York, Ontario M3N 3A1
T: 416.514.0900
F: 416.514.0901

ATRIA I
2255 Sheppard Ave. E., Suite A120
North York, Ontario M2J 4Y1
T: 416.756.0202
F: 416.756.0211

ATRIA I
2255 Sheppard Ave. E., Suite W307
North York, Ontario M2J 4Y1
T: 416.491.0552
F: 416.491.7362

2700 Dufferin St., Unit 90A
Toronto, Ontario M6B 4J3
T: 416.782.3976
F: 416.782.7440

10 King St. E., Suite 300
Toronto, Ontario M5C 3C6
T: 416.682.9095
F: 416.682.1049

120 Front St. E., Suite 208
Toronto, Ontario M5A 4L9
T: 416.693.2922
F: 416.693.0038
(in partnership with ALDER)

5464 Dundas St. W., Suite 201
Etobicoke, Ontario M9B 1B4
T: 416.231.8495
F: 416.231.5042

2425 Eglinton Ave. E., Suite 215
Scarborough, Ontario M1K 5G8
T: 416.285.0977
F: 416.285.0944

3780 14th Ave., Suite 110
Markham, Ontario L3R 9Y5
T: 905.470.9675
F: 905.470.5839



Serving the GTA for over 60 years

PROUD MEMBER AGENCY



Jewish Vocational Service is generously funded by:



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www.jvstoronto.org

Donations raised through our fundraising events and Friends campaign are used to support JVS Toronto programs and make them accessible to all regardless of the ability to pay.

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