



PROFESSIONAL ADVANCEMENT & CAREER TRAINING (PACT) FOR NEWCOMER WOMEN

Empowering Women in the Workplace!

WORK READINESS PROGRAM WITH WAGE SUBSIDY

The PACT Program is a government funded work-readiness program with wage subsidy designed for professional women who have received some or all their education and work skills from outside of Canada and want to gain Canadian experience in the specific areas of **Finance, Accounting, Engineering and Information Technology**. Applications for the Program are accepted all year round and we host multiple intakes per year. The PACT Program structure includes three main sections:

1. 4-week, full time, in-class portion consisting of workshops on the Canadian workplace culture, job search skills, interview skills and other employment-related topics;
2. 2-week job shadowing portion once the in-class training session is completed and,
3. 10-week work placement that matches participants' skills and areas of expertise.

Classes are tailored to individual participants' needs as much as possible. Through job shadowing and work placements, participants attain Canadian work experience, demonstrate their skills to an employer and network with other professionals in their chosen fields.

Job Shadowing Information:

Job shadowing creates first-hand career exploration, specific occupation learning and development opportunities for the participants.

- There is no obligation to hire the participant after they have completed their job shadowing & work placement.

Work Placement Information:

Work placements give the PACT Program participants real hands-on work experience in their areas of training. Ultimately, participants have a better chance of successful future job prospects having been equipped with relevant work experience and professional networks.

Our Expectations from the Employer:

1. Commit to approximately 30 hours per week.
2. Treat the participant as they would a real employee whilst appreciating that it's a learning experience for the intern.
3. Evaluate the participant's performance & provide feedback to both the participant & the PACT Program staff.
4. Report any complications or concerns to the PACT Program staff as soon as possible; this allows us to work with the Employer and the participant to resolve issues, provide extra coaching or offer support in a timely manner.

Benefits for the Employer:

Hosting a PACT participant has many benefits for employers. By hosting the program participant, employers will be able to:

- Experience the contributions of highly skilled and experienced professionals;
- Train potential employees with minimal monetary expense – employers are reimbursed 50% of the interns' wages;



Work Placements:

- The duration for the job shadowing & work placement is a combined total of 12 weeks.
- Participants are matched with companies in Saskatoon that align with their education & experience.

- All participants possess post-secondary education and usually have work experience from outside of Canada.
- Participants have high CLB (Canadian Language Benchmark) levels for easier communication in the workplace.

How the PACT Program Works:

Step 1: Discussion Stage – The Mentoring Coordinator discusses with you what your needs & expectations are and recommends participant(s) who will be the best fit for your organization.

Step 2: Interview – It is up to you to decide if this will be a meet and greet or more similar to a regular job interview. Either way, you will get to speak to the recommended participant(s) before deciding if you would like to go ahead with the job shadowing/work placement.

Step 3: Agreement Signing – If you decide to go ahead with the job shadowing & work placement, the Coordinator will plan a meeting with you and the participant. At this meeting, the three of you will fill out the agreement to include the expected job duties and work schedule. Then the agreement is signed (it can be adjusted during the placement if all parties agree).

Step 4: Work Placement – The selected participant(s) will work for the agreed times

and days for typically twelve (12) weeks. Both the placement host and participant will provide the Coordinator with interim and final evaluations regarding their experience in the placement.

Hosting a Work Placement:

If you are interested in hosting one of the PACT Program participants, please contact:

Fungai Marowa - PACT Mentoring Coordinator
Saskatchewan Intercultural Association
601B 1st Avenue North
Saskatoon SK, S7K 1X7
Ph. (306) 986-0074
Email: fmarowa@saskintercultural.org

If you have any questions regarding the PACT Program, or if you would like to host a job shadowing and work placement, please contact Fungai or our office at 306-978-1818. Thank you for your consideration!

