

EssentialSKILLS

The foundation for work, learning & life

“Essential Skills are the skills needed for work, learning and life. They provide the foundation for learning all other skills and enable people to evolve with their jobs and adapt to workplace change.”

Human Resources and Skills Development Canada

Essential Skills at the Training Group

The Training Group at Douglas College is a leader in Essential Skills with extensive experience in the areas of research, assessment, skills enhancement, workplace and practitioner training.

On-Line Creating an Essential Skills Portfolio

This three week on-line course is designed to present a three step process for helping clients identify, understand and document their Essential Skills.

- Gathering artifacts for the portfolio
- Analyzing and identifying Essential Skills
- Researching skill requirements of the occupational goal
- Identifying Essential Skill strengths and challenges

Pre-requisite:

Introduction to Essential Skills ESKL 1000 or 1001

Essential Skills Practitioner Training (ESPT) Certificate Program

Completion of the courses below lead to an Essential Skills Practitioner Certificate

- Introduction to Essential Skills ESKL 1000 (or 1001)
- Methodology and Task Analysis ESKL 2300 (or 2301)
- Essential Skills Assessments, Interpretation and Application ESKL 1100 (or 1104)
- Creating an Essential Skills Portfolio ESKL 1200 (or 1201)
- Bridging the Gap – Enhancing Essential Skills ESKL 1300 (or 1301)
- Essential Skills Work Experience Study ESKL 2400

Who is this Program for?

Career practitioners, Employment Counsellors, Human Resource Professionals, Educators, Literacy Practitioners, Workplace Trainers.

Course Details:

Dates:

May 17 – June 4, 2021

This course will be through Douglas College's web-based course management system, Blackboard

Requirements:

- Complete course modules/assignments through Blackboard
- Be available to participate in a webinar Date and time TBA
- Headset with microphone

Cost:

\$445

Includes registration fee and certificate of completion

Payment:

Payment can be made either by cash, cheque, Visa or Master Card

To Register: Register by May 5th

Call: 604 -527-5472 (Continuing Education Registration)

Course: ESKL 1201 090

Course Reference Number: 21032

For more information:

Telephone: (604) 777-6152

Fax: (604)777-6151

e-mail: essentialskills@douglascollege.ca

Cancellation:

A 100% refund less \$15 admin fee is provided up to 10 calendar days prior to the start date of the course

No refunds provided after this date

Please request refunds via telephone or in-person

Your partner in training solutions

The Training Group at Douglas College specializes in responsive career and workplace training solutions. We design and implement specialized programs for the specific needs of individuals, employers, industry groups and government agencies.