



## OBJECTIVE

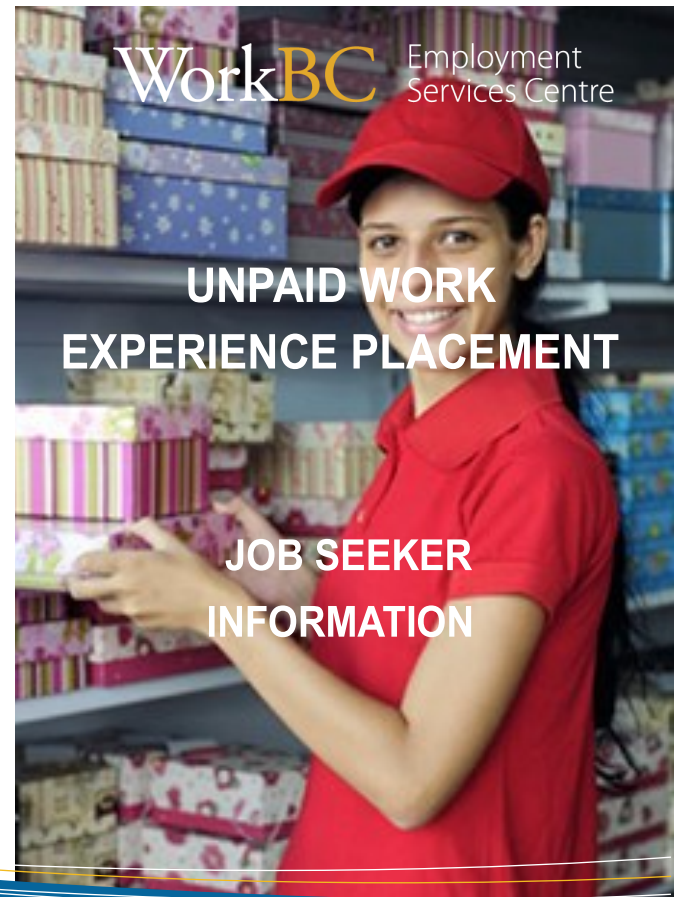
The objective of an Unpaid Work Experience Placement is for the participant to gain needed work experience, develop /improve employment readiness skills and network for potential paid opportunities.

FOR MORE INFORMATION ON OUR PROGRAMS AND SERVICES VISIT US IN PERSON OR ONLINE AT:

[WWW.EKEMPLOYMENT.ORG](http://WWW.EKEMPLOYMENT.ORG)

OTHER WORKBC SERVICES INCLUDE:

- JOB SEARCH AND START FINANCIAL SUPPORTS
- WAGE SUBSIDY (PAID) WORK EXPERIENCE PLACEMENTS
- DISABILITY AND ACCOMMODATION SUPPORTS
- JOB DEVELOPMENT AND CUSTOMIZED EMPLOYMENT
- WORKSHOPS AND TRAINING
- SELF-EMPLOYMENT
- APPRENTICESHIPS
- LOTS MORE!



VISIT US IN PERSON OR ONLINE

[www.ekemployment.org](http://www.ekemployment.org)

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The Employment Program of British Columbia is funded by the Government of Canada and the Province of British Columbia.

Updated April 2018

# Understanding Unpaid Work Experience Placement

## WHO CAN PARTICIPATE - WHAT IS INVOLVED - HOW DOES IT WORK

Unpaid Work Experience Placements provide work experience and skills enhancement in positions that would normally be paid. This allows job seekers to gain needed work experience and develop or improve employment readiness. It also supports the development of informed occupational choices and networking skills.

### EK EMPLOYMENT

WE DELIVER THE EMPLOYMENT PROGRAM OF BC (EPBC) AND WORK DIRECTLY WITH JOB SEEKERS AND EMPLOYERS IN A VARIETY OF CAPACITIES, INCLUDING UNPAID WORK EXPERIENCE PLACEMENTS.

### WHO CAN PARTICIPATE

Eligible job seekers are Case Managed Clients of a WorkBC Employment Services Centre who are accessing BC Employment Assistance. They have been assessed as having little or no work experience, lack recent experience, have significant gaps in labour market participation, are a new entrant into the Canadian labour market, or have other significant barriers to employment.

## developing a skilled workforce

### WHAT'S INVOLVED

Unpaid placements are designed to provide real work experience in a real work setting that can help you to explore career options and to identify and assess your skills, abilities and challenges. You also have the chance to network with employers. The placement is time sensitive with a defined start date and end date. Duration of the placement must not exceed 8 weeks and is expected to be full-time (some exceptions may apply).

Following approval, job seekers will receive support to assist them in finding suitable job opportunities that meets their specific needs. Once an eligible employer is identified, EK Employment will negotiate an agreement that outlines the duties and duration of the placement. This must be in place prior to the first day of the unpaid work experience placement. Staff will also monitor the placement to ensure success.



#### STEP #1

Contact your local EK Employment office to set up your first appointment.

#### STEP #2

Confirm eligibility. Upon approval, begin your job search and receive training in how to self-market!



#### STEP #3

As soon as an eligible employer is identified and a position offered, a Work Place Agreement is drafted and signed.



#### STEP #4

To support success of the placement, your local EK Employment office will monitor progress. A site visit will occur at least once during the placement. Other contact may occur by e-mail or phone.



FIND EK EMPLOYMENT OFFICES IN CRANBROOK, FERNIE, INVERMERE AND GOLDEN

We work daily to address local labour market needs. How can we help you?