

COMMUNITY LITERACY OF ONTARIO MEMBERS' E-COMMUNIQUE JULY 2010

Dear CLO Members,

Community Literacy of Ontario is pleased to present its **JULY 2010** Members' E-Communique. Topics covered in this E-Communique are:

1. CLO's "Resource Guide: Popular Resources Supporting the Transitioning of Adult Learners with Independence or Employment Goals"
2. CLO's "Developing Job Descriptions in Ontario's Community Literacy Agencies" Resource Guide
3. Reminder: CLO's 2010 AGM and OALC Overview Training – November 10, 2010
4. Employment Ontario News and Information
5. Literacy London's "About Us" Online Video
6. Literacy Ontario Central South's Literacy and Essential Skills in Industrial Arts Curriculum

CLO'S "RESOURCE GUIDE: POPULAR RESOURCES SUPPORTING THE TRANSITIONING OF ADULT LEARNERS WITH INDEPENDENCE OR EMPLOYMENT GOALS"

CLO has researched the resources most highly recommended by practitioners in Ontario's community based literacy agencies for transitioning adult learners with independence or employment goals. An overview of these resources can be found in CLO's "*Resource Guide: Popular Resources Supporting the Transitioning of Adult Learners with Independence or Employment Goals*".

Topic areas included in the "*Popular Resources Guide*" are:

- Communicate ideas and information
- Find/use information
- Numeracy
- Technology
- Self-direction
- Working with others
- Multiple-skill resources

You can access this valuable resource at: www.nald.ca/clo/resource/resources_guide.pdf

CLO'S "DEVELOPING JOB DESCRIPTIONS IN ONTARIO'S COMMUNITY LITERACY AGENCIES"

Due to frequent requests for sample job descriptions, CLO has prepared a new resource called "*Developing Job Descriptions in Ontario's Community Literacy Agencies*". The resource contains job descriptions for various staff and volunteer positions in our member agencies. Staff positions include: executive director, program coordinator, instructor, administrative assistant and bookkeeper. Volunteer positions include tutor, board member, administrative volunteer, fundraising volunteer, treasurer, and board secretary.

We would like to share additional sample job descriptions! **Please send us the various job descriptions used in your agency for both staff and volunteers and we will include them in a future resource.** Simply email your samples to clo@bellnet.ca. Thank you!

You can find this new resource at: www.nald.ca/clo/resource/developing_job_descriptions.pdf

REMINDER: CLO'S 2010 AGM AND OALC OVERVIEW TRAINING

Don't Forget the Date!

Community Literacy of Ontario is delighted to invite our members to our AGM, being held in **Toronto on Wednesday, November 10, 2010.**



This event will include our AGM, CLO project updates, networking opportunities, and round tables discussions. CLO will also be delivering an **Ontario Adult Literacy Curriculum Overview training session** in the afternoon, following the AGM. This comprehensive overview will enhance your understanding of the OALC initiative and lay the groundwork for the OALC Implementation Training that will follow in the winter of 2011. Watch your inbox for more information about this important event in August.

EMPLOYMENT ONTARIO NEWS AND INFORMATION

MTCU's Employment Ontario Partners Gateway (EOPG) website provides a wealth of information on the latest developments. See: www.tcu.gov.on.ca/eng/eopg/newpostings . Recent EOPG updates include:

- Online client referral guide for Employment Ontario programs and programs in partner ministries. See: www.tcu.gov.on.ca/eng/eopg/tools/referralguide.html

- A one-page brochure about the Literacy and Basic Skills program (suitable for online use or for downloading and printing). See: www.edu.gov.on.ca/eng/document/brochure/basicSkills/literacy_EN.pdf
- An update on EOIS (Employment Ontario Information System) User Management: See: www.tcu.gov.on.ca/eng/eopg/eotransformation/eois.html
- MTCU's Call for Proposals for funding under the Employment Ontario Network Development Fund. See: <http://www.tcu.gov.on.ca/eng/eopg/programs/eondf.html>
- The Ministry of Training, Colleges and Universities has a new centralized service for people to find Employment Ontario programs and services online. You can find this new "Find a Service" on MTCU's website at: www.edu.gov.on.ca/eng/tcu/search.html
It is anticipated that data uploading will be completed by October 2010.

LITERACY LONDON'S "ABOUT US" ONLINE VIDEO

Literacy London, a community based literacy agency in London, Ontario has produced an excellent online video designed to promote their programming.

Be sure to check out this awesome video (along with their new website!) at: http://literacylondon.ca/?page_id=2

LITERACY ONTARIO CENTRAL SOUTH'S LITERACY AND ESSENTIAL SKILLS IN INDUSTRIAL ARTS CURRICULUM

Literacy Ontario Central South (LOCS) has developed the curriculum for various essential skills and industrial arts courses.

This innovative curriculum covers a variety of topics including:

- Stained Glass
- Jewellery Making
- Mosaics
- Blacksmith
- Welding

You can freely access these helpful resources at: www.locs.on.ca/cwles_project.htm