

## Skills Development Assistance

*Assisting eligible individuals who  
need training to find employment*

- We provide one-to-one counselling to help you assess your need for training and develop an employment plan.
- You are generally expected to contribute to the cost of training.

### *What services are offered?*

#### **Support Services**

- counselling and assistance to develop an employment plan
- access to information on occupations and training opportunities
- access to the Manitoba Student Aid Program if you need help to fund your contribution towards training

#### **Financial Support**

- generally 12 to 52 weeks
- up to 2 years of support may be available for training in high demand occupations
- support for training will not be provided if you started a training course on your own without prior approval from Employment Manitoba
- support for training may not be provided if you have received support from Employment Manitoba to participate in skills training within the previous two years
- we will review your request for assistance in relation to your needs, the labour market, and the availability of funds

#### **Eligible Training**

- occupational and/or skills training
- academic upgrading, literacy and/or English as a Second Language training required for skills training or employment
- apprenticeship training
- co-operative education programs

#### **Eligible Schools**

- community colleges and other public training and education institutions
- private vocational institutions
- private training organizations

### *Who can participate?*

You may be eligible if you fit into one of these categories:

- Unemployed or working less than an average of 20 hours/week
- Have a current or previous Employment Insurance (EI) claim
- Employed individuals who are low skilled or a lower income individual or family with dependent child(ren)
- An individual who is about to lose your job

### *Want to know more?*

**Contact your local Employment  
Manitoba Centre to find out more  
about this program.**

To find the Centre nearest you:

- Call 945-0575 (in Winnipeg) or toll free 1-866-332-5077
- Or visit Employment Manitoba Online at [www.manitoba.ca/employment](http://www.manitoba.ca/employment)