



DENOVO PROGRAM

The DeNovo Program is for individuals looking to start “anew” and get back to work quickly



PROGRAM CONTENT

- Microsoft Computer Training
- Skills for Success
- Focused Skills Training
- Employment Development
- Career Planning and Labour Market Information
- Strategies for Success
- **and 2 weeks of on the job Work Experience**

The term DeNovo is loosely based on the Latin term for “anew”. We are pleased to offer our DeNovo program for individuals looking to start “anew” and get back to work quickly.

This program is fully funded by the Ministry of Post Secondary Education and Future Skills.

It is a 24-hour per week for 12-week program and is offered in Langley, Prince George, and Kamloops. If you are interested, let us know.

For qualified applicants, travel and living expenses may be available. Not sure, just ask.



Funding provided by the Government of Canada through the Canada-British Columbia Workforce Development Agreement.

Canadian Vocational Training Centre

1-888-348-2207

Langley | Prince George | Kamloops

www.vocationaltrainingcentre.com



DeNovo Program

Program Description	The <i>DeNovo</i> Program provides participants with the essential skills needed for today's workplace. The program is designed to teach the nine essential skills as defined by Service Canada and viewed from the employer's point of view. It includes a three week skills training component based on the individual specific employment needs of the client.
Certifications	<i>DeNovo</i> Certificate (CVTC), STOC certifications (based on need).
Learning Objectives	By the end of the program the participant should be able to work in any type of business operation including retail, hospitality, skilled and unskilled labour, semi-professional, junior management, and office environs based on previous experience and/or employment history.
Eligibility Criteria	Living in British Columbia, not in a simultaneous Government funded program, unemployed or precariously employed, multi-barriered (i.e. housing instability, mental health challenges, lack of employment skills, limited literacy, older worker, person with disabilities, etc)
Program Hours	Classes are scheduled for a mandatory 6 hours per day, four days a week. Classes will be scheduled from Tuesday – to Friday, from 9:00 – to 3:30 daily, with additional time on Mondays for labs, testing and appointments.
Supports	Dependent upon need, supports could include attendance support, living support, re-location assistance, wage subsidies, scholarships, completion rewards, travel or other supports needed to complete the program. As this is an employment program many of the supports are based on an individual's need, once the participant is employed or furthering their education.
Evaluation	Participants will be evaluated through participation, attendance, and attitude throughout the program as well as securing employment upon completion of the program.
Practicum	As part of the <i>DeNovo</i> Program participants may be required to complete a two week work experience. The total program length is up to 12 weeks dependent upon the training needed.

Program Outline					
Course#	Course Name	Hours	Course#	Course Name	Hours
JS-121	Strategies for Success	24	OS-302	Essential Skills	24
CS-107	MS Word Core	48	JS-136	Job Club	48
DN-100	Focused Skills Training	72	WE	Work Experience	80*
CS-118	MS Outlook	24			
				Total Hours	320
				Course Duration - Weeks	12

Note: The actual schedule of courses may NOT be the same as listed above. *up to 80 hours dependent upon employer guidelines and needs

Educate, Empower, Employ

Educating individuals using up-to-date curriculum, **Empowering** them to take control of their future and become **Employed** in a career of their choice



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Please note that the vocational curriculum is continually reviewed and revised to ensure program quality and relevancy. As such, the centre reserves the right to modify the curriculum as needed. May 13, 2024