

COMMUNITY LITERACY OF ONTARIO  
MEMBERS' E-COMMUNIQUE  
JANUARY 2010

Dear CLO Members,

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

1. [MTCU Announcement Regarding the Transformation of Employment Services](#)
2. [Marketing for Non-Profits – New Voices for a New World](#)
3. [Ministry of Finance's Online Pre-Budget Consultation](#)
4. [OLC'S Literacy In Ontario Resource Guide](#)
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7. [Literacy Link South Central's Succession Planning Toolkit](#)
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**MTCU ANNOUNCEMENT REGARDING THE TRANSFORMATION OF EMPLOYMENT SERVICES**

Assistant Deputy Minister Laurie LeBlanc of MTCU held a conference call with SDAG (Service Delivery Advisory Group) members late yesterday. Community Literacy of Ontario is a SDAG member.

At that time, it was announced that all Employment Ontario agencies delivering Employment Services (LBS is considered as Training Services) will receive notification on Wednesday, January 20, 2010 about who will be moving forward and who will not be moving forward under the EO transformation.

All agencies delivering Employment Services will receive an email on January 20<sup>th</sup> and a hard copy letter will follow. MTCU is committed to an open process and agencies will receive a clear rationale for MTCU's decisions.

Laurie thanked Employment Ontario providers for their patience and commitment.

**MARKETING FOR NON-PROFITS – NEW VOICES FOR A NEW WORLD**

*Marketing for Non-Profits – New Voices for a New World* has designed an entertaining and helpful video that overviews diverse Web 2.0 (or social media) tools and how they can be used by non-profit organizations for effective marketing. You can view these helpful videos at: [www.casefoundation.org/social-media-tutorials](http://www.casefoundation.org/social-media-tutorials)

## MINISTRY OF FINANCE'S ONLINE PRE-BUDGET CONSULTATION

The Ontario Ministry of Finance has launched an online pre-budget consultation. Three key questions are asked in these consultations:

1. What processes should the government put in place to enable it to move out of deficit?
2. What steps should the government take to streamline and provide better public services to Ontarians?
3. Government priorities are job creation, health care, education, strong fiscal management and economic growth. How should the government balance this multitude of priorities? Given the considerable fiscal challenges, what should be the core priorities of the 2010 Budget?

To give your input into this important process, go to: [www.fin.gov.on.ca/en/consultations/prebud/](http://www.fin.gov.on.ca/en/consultations/prebud/)

## OLC'S "LITERACY IN ONTARIO" RESOURCE GUIDE

The Ontario Literacy Coalition has produced an excellent resource guide on literacy in our province. It is very appropriately called *Literacy in Ontario*.

This resource covers the following important topics:

- What is Literacy?
- Literacy Programming in Ontario
- Literacy Statistics and Trends in Ontario

Hard copies can be ordered from the OLC and a downloadable version is available at: [www.on.literacy.ca/themes/olc/pdfs/Literacy%20in%20Ontario.pdf](http://www.on.literacy.ca/themes/olc/pdfs/Literacy%20in%20Ontario.pdf).

## CLO'S ONLINE SELF-STUDY TRAINING MODULE ON BOARD GOVERNANCE

CLO is pleased to announce our new online self-study training module on *BOARD GOVERNANCE*. This training module is located on our highly accessible and free Literacy Basics website. Ce module est également disponible en français.

Our Board Governance module covers important topics such as:

- Board roles and responsibilities
- Governance structures
- Risk management
- Board development
- Effective meetings
- Board evaluation

Please visit: [www.nald.ca/literacybasics](http://www.nald.ca/literacybasics).

## NEW ISSUE AVAILABLE ON THE LEARNING EDGE

*The Learning Edge*, an interactive, online newspaper for adult learners, has recently released its newest issue. *The Learning Edge* is easy to read; learner-friendly; audio-visual based; and has engaging and practical content. Please visit [www.thewclc.ca/edge/](http://www.thewclc.ca/edge/) to access these valuable resources.

The latest series on *The Learning Edge* features a variety of topics about apprenticeship.

- Issue 1: Introduction to Apprenticeship
- Issue 2: Finding Your Way into Apprenticeship
- Issue 3: Finding an Employer

## LITERACY LINK SOUTH CENTRAL'S SUCCESSION PLANNING TOOLKIT

In our recent visits with community-based programs, the need for resources relating to succession planning was continually raised. Luckily, an excellent resource on this very topic has just been released!

Literacy Link South Central (LLSC) has created a *Succession Planning Toolkit* for literacy agencies. This practical resource is available online. This toolkit includes many resources, including sample policies, gap analysis checklist, risk assessment tools, training and development planning, checklists for the assessment of key job requirements, documents and data.

To access this timely and helpful resource, check out the LLSC website at [www.llsc.on.ca/resources.html](http://www.llsc.on.ca/resources.html) and scroll down to *Succession Planning Toolkit*.

## MYTHS AND FACTS ABOUT WORKPLACE LITERACY AND ESSENTIAL SKILLS

The Canadian Association of Municipal Administrators (CAMA) has released a useful factsheet called *Myths and facts about Workplace Literacy and Essential Skills*. Some of the myths debunked include:

- Literacy is the simple ability to read and write
- If workers have low literacy skills, it is their own fault
- Hiring employees with Grade 12 or the equivalent guarantees that a worker will have the range of skills needed by a municipality and guarantees a good base in literacy and Essential Skills
- Lower productivity in Canada can be blamed only on a skills shortage

To access this and other factsheets on literacy, visit the CAMA website at: [www.camacam.ca/en/literacylearning/LiteracyFactSheets.asp](http://www.camacam.ca/en/literacylearning/LiteracyFactSheets.asp)

## ONLINE FINANCIAL TOOLKIT

The Ottawa Community Loan Fund (OCLF) has developed an online toolkit for adult language instructors and settlement workers on financial matters in Canada. This kit is called ***Newcomer Finances Toolkit*** and topics covered include banking, credit, income tax, insurance, government support programs, investments and fraud.

This online kit includes **worksheets, sample materials, and an instructor's manual**. They have also developed an online practice bank machine and debit card machine that instructors can use in the classroom.

The materials are written in plain language and are available for free on the OCLF website at: [www.oclf.org/en/newcomers.php](http://www.oclf.org/en/newcomers.php).

## UPDATE ON CLO'S SURVEY OF COMMUNITY BASED LITERACY AGENCIES

In December 2009 CLO asked community literacy agencies in Ontario to fill out an important survey for our sector. We are happy to let you know that a total of 70 agencies responded to our survey! Thank you for your support!

CLO will use the survey data collected to promote the high value community literacy agencies bring to the Employment Ontario training system. This year, the results of our survey are particularly critical, as we have used them to capture some of the important ways community-based literacy agencies are using the new funding from MTCU. Please see the attached letter to MTCU which overviews the critical need for this funding to continue.

The survey has three distinct components:

- Programming issues
- Human resources
- Funding issues.

CLO is currently summarizing and analyzing the survey results. We will share the survey results later in February 2010.