



WHY YOU SHOULD BE THINKING ABOUT WORKPLACE LEARNING

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Many employers find, as their business grows and changes, that their workforce is having difficulty keeping up. Workplace changes are often related to new technologies, new procedure, demands for increased productivity, and employee health and safety.

If you suspect that your workforce is falling behind, and keeping your business behind, you should consider a workplace learning program.

Are there skills gaps in your workforce?

Some of the following may indicate that there are knowledge and skills gaps in your workforce:

- High staff turnover
- High absenteeism
- Low motivation or productivity
- Employees who resist change
- On-the-job accidents and other health and safety issues
- Difficulty meeting business goals

What are the benefits to employers of a workplace learning program?

- Higher productivity and reduced error rates
- Improved health and safety
- Enhanced communication and teamwork
- Enhanced corporate image



What are the benefits to employees?

Employees with increased knowledge and skills are:

- Better at their jobs
- More adaptable to new tasks
- More likely to have skills for advancement
- More self confident both at work and in the community
- Motivated to succeed, have higher morale
- More likely to stay on

How we can help!

As a client-focused organization, Frontier College can offer a range of strategies and program models for workplace learning instruction:

- Problem solving activities
- Working in pairs
- Small and large group activities
- Learning and transfer activities (training on company procedures and policy)
- Question and answer exercises
- Computer based learning/online learning
- Train-the-trainer (training businesses to implement a workplace learning program)
- Families Learning Together (FLT) – an intergenerational approach with learning support for employees and their children and families

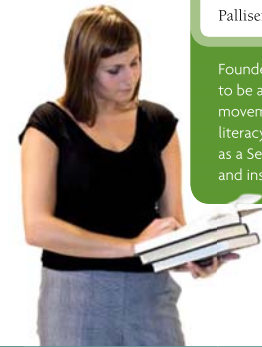


We'll help you choose the best program to suit your workplace. Program models range from family learning programs and peer tutoring sessions to paid instructors offering classes on an ongoing basis. Costs vary according to program model.

HOW DOES IT WORK?

Our proven methodology involves the following activities to establish a workplace learning program:

- 1 Workplace needs assessment
- 2 Report and recommendations
- 3 Employee learning assessment
- 4 Program and curriculum development
- 5 Program implementation
- 6 Program evaluation
- 7 Follow-up and review



Previous Clients

Canada Post
Canadian Pacific Express and Transport
Cara Foods
Department of National Defence
Esselte Pendaflex
Great West Life / London Life
Palliser Furniture

Founded in 1899, Frontier College continues to be a leader in the Canadian literacy movement, much of our work involves literacy and essential skills as well as English as a Second Language (ESL) program design and instruction.

CONTACT US

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SCENARIO	IMPLICATIONS	RECOMMENDATIONS
Employees have difficulty understanding written or verbal instructions	Frustration for supervisors and employees; lost time to check and redo work; possible safety issues	Offer training for supervisors on how to communicate with employees who speak little English; help supervisors create written documents that are clear and easy to understand
Employees have difficulty communicating with each other	Poor morale; animosity between cultural groups; production inefficiencies	Ensure employees have exposure to different groups within the operation; improve general levels of English skills through classes or peer tutors
English communication skills lacking	Wasted time, jobs not done properly, lack of advancement opportunities	Offer ongoing English as Second Language (ESL) classes for employees

LITERACY. LEARNING FOR LIFE.

FRONTIER COLLEGE WORKPLACE LEARNING

