

Ontario Association of Youth Employment Centres



2003-2004 Annual Report

*Celebrating OAYEC's
15th Anniversary*



Message from the President

The Ontario Association of Youth Employment Centre's (OAYEC) team and Board of Directors is very excited about the association's new strategic plan! Over the next few years, OAYEC will be busy implementing many of the recommendations outlined in the plan.

As many of you already know, I have always believed that team members are our most valuable resource! Over the past year, the OAYEC team has demonstrated tremendous creativity and professionalism when working with the Board of Directors, member centres, and stakeholders. I wish to commend Matt and the entire team for their sincere commitment to young people and to member centres across Ontario.

It is difficult to believe that five years have passed since I accepted the position of OAYEC President. Prior to that time, I served as a regional representative for four years. Though I will be stepping down from the President's position, I will be remaining on the Board as past President for one year. I want to take this opportunity to encourage all members to consider the possibility of participating on the Board of Directors. I have benefited substantially from my experience at OAYEC, both personally and professionally. Throughout the past nine years, I have had the opportunity to network, meet many new people and have learned how important it is to be an active member of such a progressive provincial association!

I look forward to the year ahead with much enthusiasm!

Sincerely,

Wendy Woods-Fontaine
President



OAYEC Board

President: Wendy Woods-Fontaine,
Job Zone d'emploi

Vice President: Darlene Holowachuk,
YMCA Employment & Community Services

Vice President: Sallyann MacDonald,
JHS Youth Employment Resource Centre

Treasurer: Lee Fraser,
YMCA Employment & Community Services

Northern Region Representative: Kerry White,
Lake of the Woods Employment Action Project, Inc.

Central Region Representative: Barbara MacDonald-McLeish,
Operation Springboard

South West Region Representative: Bill McDougall,
YMCA Employment & Community Services

East Region Representative: Joelle Holt-Morey,
John Howard Society of Durham Region – Job Connect

Executive Director: Matt Wood,
Ontario Association of Youth Employment Centres

Message from the Executive Director

What an exciting year we've had. And thanks to the contributions of so many of our members, we've been more effective and active than ever.

This year, the Counselling Foundation of Canada believed in our organization so much that they gave us 'core funding' for the next 2 - 5 years. For this we thank them and commit to becoming a more powerful and independent voice for youth employment.

With this support we have been able to initiate our new strategic plan. OAYEC has set the bold direction of becoming the "go to" organization for policy makers, media and youth employment centres in Ontario. We are rising to this challenge, with the release of our Labour Market Position Paper and others, and the results of our hard work are already starting to pay off with increased attention from all our stakeholders.

Maintaining a strong organization within which to accomplish this work also means developing new programs, such as our new EVIDENCE program, which allow us to diversify our revenue and develop deeper relationships and more credibility with stakeholders.

This annual report highlights the accomplishments of OAYEC, its staff and members. We are working for the members and we believe that in the long-term game of policy influence and public awareness generation, our efforts will begin to pay greater dividends in the near future. I look forward to continuing to work with you to make that happen.

Sincerely,

Matt Wood
Executive Director



OAYEC is the "go to" organization for policy makers, media and youth employment centres in Ontario.

OAYEC Staff

Executive Director: Matt Wood

Office Administrator/Events Manager: Bunny Godman

YEJD Coordinator: Linda McGrath

Project Manager, Evidence: Adam Mukamal

Project Manager, Hire Prospects: Jazira Asanova

Researcher: Valerie Bernard

Researcher: Stephanie Donaldson

E-Business Researcher: Paula Wansborough

Job Connect Researcher: Nandita Biswas-Mellamphy

Technical Support Staff: Jesse Boyd

Administrative Assistant: Catherine Yepson

Accountant: Ben Bunsee

Who We Are

Foundation Statements

The Ontario Association Of Youth Employment Centres (OAYEC) supports and advocates for a sustainable delivery network of youth employment services in Ontario. Over the past 15 years, OAYEC has emerged as the leading forum for the exchange of knowledge and practice related to youth employment.

We have a strong member network of over 70 youth employment centres across the province who provide direction, support, and value to the Association. They deliver accessible, high quality, outcomes-based employment services to young people, particularly those from at-risk or disadvantaged backgrounds.

Over 140,000 youth access services at OAYEC member centres each year. Our network is the largest provider of youth employment services in Ontario.

Community Vision

Young people will have access to holistic services that assist them to reach their employment and life goals.

OAYEC Vision

OAYEC will be the “go to” organization for media, policy makers and youth employment deliverers.

Core Functions

These four core functions define the major strategies through which OAYEC’s mission is achieved.

1. **Knowledge Transfer**
Collecting, studying, creating and disseminating knowledge from/to our stakeholders.
2. **Strategic Communications**
Building and maintaining stakeholder relations through strategic communications focused on youth employment.
3. **Public Policy**
Influencing public policy in support of a sustainable youth employment network.
4. **Professional Development**
Providing professional development opportunities to strengthen the capacity of the youth employment network.

Who We Are

Values and Beliefs

We believe that all youth should have the opportunity to reach their full potential.

We believe that youth should have equitable access to services.

We believe in the values of a community-based, non-profit delivery model.

We believe in honesty, fair play and integrity in all our partnerships and value collaborative solutions.

We believe in accountability to members for the achievement of OAYEC's mission and core functions.

We value an active and influential membership.

We value partnerships with other organizations and governments where they contribute to the achievement of our vision and mission.

We believe in the value of knowledge transfer and evidence-based activities for members, governments and community grounds.

Strategic Issues

OAYEC's 2004-2008 Strategic Plan, 'Doing It On Purpose', has identified four major strategic issues for OAYEC to focus on. In the plan, each issue was addressed by developing a strategic direction and corresponding outcomes. Knowledge Transfer, the exchange of information and expertise between members, communities, government, academics and individuals, will be embedded within all strategic directions.

Strategic Issues

- Creating Effective Strategic Communications
- Informing Supportive Public Policy
- Developing Sustainable and Diverse Funding
- Building Stronger Infrastructure - both Governance and Operational

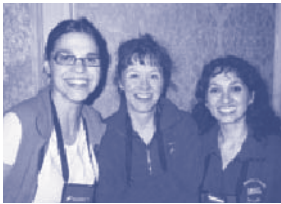
Highlights



"This event is always a highlight of the year for our staff. Thanks."



"The social events are a fabulous opportunity to network. Every year I learn so much from the new colleagues I meet."



"An opportunity to enhance skills that, at times, get stagnant after a number of years in the employment counselling field."



15th Annual OAYEC Conference and AGM

The "15th Anniversary" Conference and AGM held at the Nottawasaga Inn in Alliston Sept 29 to Oct 1 was OAYEC's best conference to date, proving once again that OAYEC just keeps getting better with age.

Conference highlights included Kelly McCormick's inspirational address on motivating employees; keynote speaker, author and media entrepreneur Irshad Manji's talk on the Ne(x)t Generation and the new F-word and Paul Huschilt's comedic closing address, which took a fond look back on the first fifteen years of OAYEC and provided a hilarious recap of this year's conference.

Some of the entertainment included an "80's theme-night" with emcee Rob Gray and a Murder Mystery Dinner featuring "Mysteriously Yours".

Thanks to everyone who attended and participated in all of the workshops and events that made this year's conference such a success.



Award of Merit 2003/2004

Congratulations to this year's merit award winners!

Northern Region:

Paul Levac

YES Employment Services Inc.
North Bay, ON

Central Region:

Korrie Silver

YMCA Employment & Community Services
Scarborough, ON

Eastern Region:

Diane Coulter

Career Edge
Trenton, ON

South West Region:

Mirella Bryant

Youth Opportunities Unlimited
London, ON

Highlights

EVIDENCE



THE ONTARIO TRILLIUM FOUNDATION
LA FONDATION TRILLIUM DE L'ONTARIO

OAYEC Received Multi-Year Funding From the Ontario Trillium Foundation

EVIDENCE is a program evaluation initiative, generously funded by the Ontario Trillium Foundation.

EVIDENCE will first look to organizational capacity and develop an agency's ability to strengthen its core functions. Second, EVIDENCE will look at program outcomes and their intimate relationship with organizational processes. Third, EVIDENCE will provide a periodic review of community impact with the objective of influencing policy.

OAYEC members and funders will benefit from EVIDENCE by obtaining credible and compelling evidence of the effectiveness of their funding regime and its relation to organizational capacity.

In February 2004, OAYEC welcomed Adam Mukamal to our office. Adam is Strategist/Project Manager of the EVIDENCE program.

A working group of representatives from OAYEC member agencies across Ontario has been organized to inform the design of EVIDENCE. It held its first meeting in March 2004.



The Counselling Foundation of Canada Supports OAYEC's Core Development

The Counselling Foundation of Canada has generously agreed to fund the core development of OAYEC for the next 2 years with a possible extension for another 3 years beyond that. The grant represents the first "core" funding OAYEC has received in 10 years.

The funding is allowing OAYEC to develop its strategic and sustainability plans, enhance its independence, strengthen its research capacity and explore national implications of its work. The timely and substantial grant comes in the midst of widespread change in provincial and federal youth employment programming and a time of instability in non-profit funding patterns.

OAYEC thanks the Counselling Foundation of Canada for this generous "core funding".

Activities

April 03

OAYEC Presented at the Intergovernmental Committee for Economic (ICE) Committee Round Table, April 29, 2003

The Intergovernmental Committee for Economic and Labour Force Development, a tri-level government committee examining workforce issues, invited OAYEC to present at the ICE Round Table on Youth: Investing in Youth for a Prosperous Tomorrow.

May 03

YEJD Project Received Funding for Another Year

In May 2003, the Youth Employment Job Development (YEJD) project was granted another year of funding by the City of Toronto. The project has been highly successful in co-ordinating Job Developers across the City.



“Serving Youth Through Technology” Think Tank

OAYEC, in partnership with Career Circuit, hosted a one-day symposium for managers of youth-serving agencies on May 7, 2003, to discuss how centres can use technology more effectively. A combination of panels, workshops and a networking lunch reaped an informative day for over 70 participants from across the province.

Media Attention for OAYEC’s Double-Cohort Study

Findings from the double cohort survey released April 16th by OAYEC received media coverage on radio stations in Toronto and Ottawa and were printed in newspapers in Sudbury, London, the Canadian Press and elsewhere. Focussing on work-bound youth, the study attempted to refocus double cohort media attention from post-secondary access issues to labour market issues.

July 03

OAYEC Received Support From The Counselling Foundation of Canada

OAYEC received funding for the next 2 years with a possible extension for another 3 years beyond that. The funding will allow OAYEC to develop its strategic and sustainability plans, enhance its independence, strengthen its research capacity and explore the national implications of its work.

Activities

July 03

Meeting Employment Needs of Deaf, Deafened and Hard-of-Hearing Youth

OAYEC, in partnership with the Canadian Hearing Society, launched the The Deaf, Deafened and Hard-of-Hearing Youth Employment Counselling Resource Development Project. The OAYEC / CHS partnership has acted as the catalyst and leader to create and nurture widespread awareness, dialogue and support for the excellent work being done with youth in both sectors. This was done by documenting, sharing and disseminating best practices and operating wisdom between practitioners throughout the Province of Ontario.

September 03

OAYEC's e-Business Research Project

The purpose of the e-business set of research projects, funded by the MTCU, was to identify the local web-based service needs of youth, employers, and community-based agencies and to inform the development of the Job Connect system. Through usability studies and focus groups, OAYEC developed a framework of client and employer needs and behaviours on the internet, examined the current gaps in needs and existing services and finally, examined agency online services.

Job Connect Apprenticeship Culture Research Project

OAYEC, with funding from the MTCU, launched a research project focusing on Apprenticeship Culture within Job Connect agencies across the province. This research explored the extent to which Job Connect agencies can improve links to employers, students and job-seekers regarding apprenticeship services, by evaluating the activities agencies are already engaged in to foster apprenticeship culture.



OAYEC's "15th Anniversary" Conference and AGM

Speakers and participants from across Ontario shared their knowledge, experiences, successes and challenges in the youth employment sector. The three-day event attracted over 300 delegates and presented over 35 workshops and two keynote addresses.

OAYEC would like to recognize the contributions of many OAYEC members to the research through focus group hosting and attendance. Our work could not happen without your generosity!

Activities

September 03

OAYEC Apprenticeship Think Tanks

OAYEC hosted two regional think tanks on September 25th and 26th, 2003 in co-operation with the Job Connect College Sector Committee and with funding from the MTCU. These think tanks brought Job Connect job developers together with OYAP co-ordinators, employers, sector and union representatives to discuss some of the most pressing issues that surround bringing youth into the skilled professions through apprenticeships.

November 03

HRDC Program Guidelines Survey

OAYEC conducted a survey among its members to better understand the state of HRDC funding of Youth Employment Centres across Ontario. The study arose out of HRDC's changes to the Youth Employment Strategy (YES) program and a desire to learn more about local HRDC communications surrounding these amendments.

December 03

Job Connect Manager's Forum

OAYEC, with funding from MCTU, hosted a two-day Manager's Forum in Toronto on November 3rd and 4th. MCTU Strategic Priority Sessions included workshops highlighting e-Business, Apprenticeships and Internationally Trained Professionals. Featured speakers included Mike Lipkin, speaking on 'Control of Destiny', and Dr. Leigh Quesnel, on 'The Leadership Challenge'. The new Minister, Mary Anne Chambers, was in attendance to present the Minister's Awards for Excellence to eleven of OAYEC's member agencies.

Toronto Youth Employment Career Practitioners Forum

With partial funding from HRDC, OAYEC held a one-day Forum on Dec. 8, 2003 for approximately 150 career practitioners from various agencies within the City of Toronto. The forum provided career practitioners with new information on the various employment and educational programs available in Toronto, as well as an opportunity for awareness-raising on key issues facing youth.



OAYEC's First Annual Member Survey Released

As part of our on-going member services, OAYEC has pledged to conduct a detailed survey of its membership once a year so that our organization best reflects the interests and needs of Youth Employment Centres. In September 2003, we conducted the first of these surveys. The Annual Members' Satisfaction and Research Direction Survey focuses on agency characteristics, agency services and their program funding sources.

Activities

January 03

OAYEC Received Funding From The Ontario Trillium Foundation

Funded by the Ontario Trillium Foundation, EVIDENCE is a multi-year program evaluation project that seeks to build on agencies' organizational capacities to enhance program effectiveness while strengthening links between the agency, their funders and the community.

February 03

YEJD and ICE Create Strong Partnerships With Employers

YEJD, in partnership with the Intergovernmental Committee for Economic and Labour Force Development (ICE), facilitated a youth employment forum on February 12, 2004. The purpose of the event was to form innovative partnerships with labour market-related organizations, including employers, within the City of Toronto to create job opportunities for at-risk youth.

March 03

OAYEC's Labour Market Development Agreement Position Paper

In consultation with OAYEC members, community stakeholders and policy experts, OAYEC released a position paper on a potential Labour Market Development Agreement for Ontario. In the report, OAYEC proposes key recommendations and five principles for successful LMDA implementation. These recommendations and principles support Ontario's community-based youth employment delivery network and the at-risk youth that these agencies serve.

Pre-Budget Submission to Ontario Standing Committee on Finance and Economic Affairs

As part of the Ontario government's 2004 budget consultation process, OAYEC submitted a pre-budget report to the Standing Committee on Finance and Economic Affairs. In this report, OAYEC argues for the maintenance or enhancement of the Job Connect program in Ontario.



Financial Report

Statements

Statement of Financial Position

Year ended March 31, 2004, with comparative figures for 2003

	2004	2003
Assets		
Current assets:		
Cash and cash equivalents	\$ 676,848	\$ 655,730
Accounts receivable and prepaid expenses	44,794	50,693
	<u>721,642</u>	<u>706,423</u>
Capital assets	5,759	5,215
	<u>\$ 727,401</u>	<u>\$ 711,638</u>
Liabilities and Net Assets		
Current liabilities:		
Accounts payable and accrued liabilities	\$ 29,855	\$ 97,941
Grant repayable	155,286	204,571
Deferred revenue	131,898	116,148
	<u>317,039</u>	<u>418,660</u>
Net assets:		
Invested in capital assets	5,759	5,215
Unrestricted	183,603	66,763
Internally restricted for working capital	184,000	184,000
Internally restricted for technology development	37,000	37,000
	<u>410,362</u>	<u>292,978</u>
Commitments		
	<u>\$ 727,401</u>	<u>\$ 711,638</u>

Financial Report

Statements

Statement of Operations

Year ended March 31, 2004, with comparative figures for 2003

	2004	2003
Revenue:		
Programs and services	\$ 1,327,811	\$ 1,441,594
Fee for service	223,618	213,823
Conferences	166,994	165,438
Members' dues	61,371	53,400
Interest income	8,162	15,507
Other	4,585	10,023
Counselling Bursary Program	26,491	21,600
	1,819,032	1,921,385
Expenditures:		
Programs and services	1,236,635	1,421,139
Conferences	196,692	147,992
Salary and benefits	130,871	223,531
Building occupancy	39,679	41,115
Purchased services	25,243	33,072
Travel	22,759	12,321
Professional fees	17,200	21,633
Telephone	15,439	6,977
Office supplies	13,248	23,786
Amortization	3,882	7,181
	1,701,648	1,938,747
Excess of revenue over expenditures (expenditures over revenue) before the undernoted	117,384	(17,362)
Prior years Goods and Services Taxes payable to sponsor	—	(156,839)
Excess of revenue over expenditures (expenditures over revenue)	\$ 117,384	\$ (174,201)

OAYEC Members 2003-2004

Our membership network of over 70 community-based agencies and colleges provides accessible, high quality, outcomes-based employment services to young people in a manner that reflects their diverse needs.

Central Region

Alternative Youth Centre for Employment (AYCE), North York
 Brampton Information and Referral Centres, Brampton
 COSTI - Caledonia Employment Centre, Toronto
 COSTI - Vaughan Employment Centre, Concord
 Gateway Café, Toronto
 Job Skills, Keswick
 JobStart, Etobicoke
 Operation Springboard, Scarborough
 Parachute Community Employment Centre, Toronto
 Seneca College of Applied Arts and Technology, Newmarket
 St. Stephen's Employment & Training Centre, Toronto
 The Career Foundation / Completing the Circle, Toronto
 Woodgreen Youth Job Centre, Toronto
 YMCA Career Development & Learning Centre, Burlington
 YMCA Employment & Community Services, Etobicoke
 YMCA Employment & Community Services, Mississauga
 YMCA Employment & Community Services, Newmarket
 YMCA Employment & Community Services, North York
 YMCA Employment & Community Services, Scarborough
 YMCA Employment & Community Services, Toronto
 Youth Employment Service, Toronto
 Youthinc., JVS Toronto, North York
 YWCA of Greater Toronto, Toronto

Eastern Region

Career Edge, Trenton
 Employment & Education Centre, Brockville
 Employment Planning & Counselling, Peterborough
 JHS Youth Employment Resource Centre, Nepean
 Job Zone d'emploi, Cornwall
 John Howard Society of Durham Region - Job Connect, Oshawa
 KEYS Employment Counselling Services, Kingston
 Victoria County Career Services Inc., Lindsay
 YMCA Employment & Community Services – Durham, Pickering
 Youth Employment Training Centre, Lakefield
 Youth Services Bureau of Ottawa, Ottawa

OAYEC Members 2003-2004

Northern Region

Cambrian College of Applied Arts and Technology, Sudbury
Centre de Consultation des pour l'Embauche des Jeunes, Hearst
College Boreal, Elliot Lake
College Boreal, Hearst
College Boreal, Kapuskasing
College Boreal, Sudbury
College Boreal, Timmins
Lake of the Woods Employment Action Project, Inc., Kenora
Northern Community Development Service - NCDS Career Works, Fort Frances
Parry Sound Employment Service, Parry Sound
Red Lake Career & Employment Services, Red Lake
Sault College of Applied Arts and Technology, Sault Ste Marie
YES Employment Services Inc. (Nipissing), North Bay
YES Employment Services, Thunder Bay
YMCA Employment & Career Services, Sudbury
YMCA Employment & Community Services, Sault Ste Marie

SouthWest Region

Community Employment Services, Woodstock
Conestoga College of Applied Arts and Technology, Kitchener
Elgin / St. Thomas Youth Employment Counselling Centre, St. Thomas
Fanshawe College of Applied Arts and Technology, London
Fanshawe College of Applied Arts and Technology, Simcoe
FOCUS Community Development Corporation, Alliston
Grand River Employment & Training Centre, Ohsweken
Job Gym, St. Catharines
Job Gym, Welland
John Howard Society / Cambridge Career Connections - Waterloo-Wellington, Cambridge
Kettle & Stony Point YES, Forest
Lutherwood CODA, Kitchener
Niagara College of Applied Arts and Technology, Niagara on the Lake
Second Chance Employment Counselling, Guelph
South Essex Community YEC Service, Leamington
St. Clair College YECC, Chatam
St. Clair College, Windsor
St. Leonard's Community Services - Brantford YEC, Brantford
St. Leonard's Employment Centre, Dunnville
Tillsonburg & District Multi-Service Centre, Tillsonburg
TRACKS Employment Services, Collingwood
YMCA Community & Employment Services - Owen Sound, Grey & Bruce Counties, Owen Sound
Youth Opportunities Unlimited, London

OAYEC's mission is to support and
advocate for a sustainable youth employment
delivery network.



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