

IMMIGRANT WORK EXPERIENCE

PROGRAM INFORMATION



The **Immigrant Work Experience** provides an opportunity for immigrants to participate in a positive work term and enables participants to successfully transition into the labour force.

ELIGIBILITY INFORMATION-INDIVIDUALS

To be eligible for participation in the Immigrant *Work Experience* program, you must be:

- An immigrant to Prince Edward Island in the past five years and have been unable to make a successful transition to employment;
- Unemployed;
- Non-EI eligible;
- A permanent resident of Canada and Prince Edward Island
- Legally entitled to work in Canada;

ELIGIBILITY INFORMATION-ORGANIZATIONS

Eligible organizations in Prince Edward Island may include:

- Non-profit organizations, municipalities or private businesses who are legally registered to do business in Prince Edward Island.

All proposed employment opportunities must demonstrate the potential for a valuable work experience. Employers must provide on-the job training and a coaching component to the selected immigrants.

WHAT ELSE DO I NEED TO KNOW?

- Financial assistance in the form of a subsidy is provided to employers to cover a percentage of the costs of wages paid to participants. Private sector employers, municipalities and non-profit organizations are eligible to receive wage reimbursement. Financial assistance may also be provided to cover all or a portion of the costs related to the special needs of persons with disabilities.
- Your application must be approved by **SkillsPEI** before activities funded under this program begin.
- The work experience will be up to 40 hours per week and with a maximum agreement duration of 16 weeks. This will be determined in conjunction with the organization and individual.

WHO DELIVERS THE IMMIGRANT WORK EXPERIENCE PEI PROGRAM?

SkillsPEI delivers the Immigrant *Work Experience* program in partnership with organizations.

APPLICATION INFORMATION

Both the individual and organization must complete separate applications when requesting assistance under the *Immigrant Work Experience* program.

Individuals

Individuals applying for assistance under the Immigrant *Work Experience* program must ensure that the following documentation is completed:

- *Immigrant Work Experience* individual application;
- External Referral Form;
- Resume;
- Proof of permanent resident status.

Organizations

Organizations seeking assistance under the *Immigrant Work Experience* program must ensure the *Immigrant Work Experience* Organization application is completed and submitted to **SkillsPEI**.

Office Locations

Charlottetown
Atlantic Technology Centre
90 University Avenue, Suite 212
Ph: (902) 368-6290
Fax: (902) 368-6340

Charlottetown
Sullivan Bldg.
16 Fitzroy St, 1st Floor
Ph: (902) 368-5805
Fax: (902) 368-5909

Summerside
Access PEI
120 Harbour Drive
Ph: (902) 438-4151
Fax: (902) 438-4096

O'Leary
Future Tech West
454 Main Street
Ph: (902) 859-8898
Fax: (902) 859-8895

Montague
541 Main Street
Ph: (902) 838-0674
Fax: (902) 838-8090

www.skillspei.com

1-877-491-4766

