

# CAREER OPPORTUNITIES

for  
Secondary School Graduates

Pathways to Success



PEOPLE

## Service

### PEOPLE PARISH/CHARITABLE ORGANIZATION

Caterer  
Housekeeper  
Esthetician  
Photographer  
Barber/Hairstylist  
Taxi Driver  
Dietary Assistant  
Bridal Consultant  
Flight Attendant  
Florist Assistant  
Real Estate Agent  
Tailor/Seamstress  
Chauffeur/Courier

Pastoral Care Worker  
Custodian  
Grounds Keeper  
Thrift Shop Owner/Clerk  
Cemetery Keeper  
Truck Driver  
Secretary  
Fundraiser  
Event Planner  
Outreach Worker

### Coop Focus Program:

Newspaper/Flyer Distributor  
Community Service Worker  
Day Care Worker/Nanny  
Pest Control Technician

### College Extensions:

Marketing  
Early Childhood Educator  
Child and Youth Worker

### SECURITY

Firefighter  
Lifeguard  
Armed Forces Personnel  
Ambulance Driver  
Security Officer/Guard  
Building Superintendent/Landlord  
Police Officer  
Border Services Officer  
Social Services Worker  
Correctional Worker  
Pre-Service Firefighter  
Property Manager  
Real Estate Agent  
Insurance Agent  
Law Clerk

# PATHWAYS TO SUCCESS

FOUNDATION COURSES		DESTINATION PREPARATION COURSES	
Grade 9 (8 credits)	Grade 10 (8 credits)	Grade 11 (8 credits)	Grade 12 (8 credits)
Compulsory	Compulsory	Compulsory	Compulsory
Religion HRE 1O English ENG 1P or ENG 1L Mathematics MFM 1P or MAT 1L Canadian Geography CGC 1P Science SNC 1P or SNC 1L French FSF 1P	Religion HRE 2O English ENG 2P or ENG 2L Mathematics MFM 2P or MAT 2L Canadian History CHC 2P or CHC 2L Science SNC 2P Career/Civics GLC 2O and CHV 2O	World Religions HRF 3O English ENG 3C or ENG 3E *ELS 3O Literacy Skills Mathematics MBF 3C or MEL 3E	Religion HRE 4O English ENG 4C or ENG 4E *check group 1, 2 and 3 compulsory credits
Recommended Electives (2 of the following)	Recommended Electives (2 of the following)	Recommended Electives (Preparation Courses) *check group 1, 2, and 3 compulsory credits	Recommended Electives (Preparation Courses)
Integrated Technologies TTI 1O Any Grade 9 Arts Course Learning Strategies 1: Literacy & Numeracy GLE 1O or GLS 1O *(CC Substitution)	Discovering the Workplace GLD 2O *(CC Substitution) Construction Technology TCJ 2O Communications Technology TGJ 2O Drama ADA 2O Visual Art AVI 2O Physical Education PPL 2O	Hospitality TFH3E Understanding Canadian Law CLU 3M or CLU 3E Designing Your Future GWL 3O Accounting Essentials BAI 3E Leadership and Peer Support GPP 3O 2 credits in Cooperative Education <b>Military Coop Program</b>	Transportation Technology TTJ 4C or TTJ 4E Navigating the Workplace GLN 4O Mathematics MAP 4C or MEL 4E 2 or 4 credit package in Cooperative Education with or without OYAP (see reverse)
After-school Literacy/Numeracy Programs may be recommended	OSSLT - Provincial Literacy Test	OSSLT Provincial Literacy Test (repeat if applicable)	*OLC 4O Gr. 12 Literacy Course (if applicable)

### O.S.S.D. Compulsory Credits Include (22 of the 30 credits required for Graduation are Compulsory):

- 4 credits English
- 4 credits Religion (CDSBEO)
- 1 credit Health & Phys. Ed.
- ½ credit Civics
- 3 credits Mathematics
- 1 credit Canadian History
- 1 credit The Arts
- ½ credit Career Studies
- 2 credits Science
- 1 credit Canadian Geography
- 1 credit French as a Second Language

### Additional Compulsory Credits (Group 1, 2, 3)

- 1 additional credit in English or a third language, or Social Sciences and the Humanities, or Canadian and World Studies, or Cooperative Education\*\*, or Guidance and Career Education
  - 1 additional credit in Health & Physical Education, or the Arts, or Business Studies, or Cooperative Education\*\*
  - 1 additional credit in Science (grade 11 or 12), or Technological Education (grades 9-12), or Cooperative Education\*\*  
*PLUS a minimum of 8 Elective Credits to total 30 credits. PLUS a minimum of 40 hours of Community Involvement.*
- \*Compulsory Credit substitutions may apply. Students may substitute up to 3 compulsory credits. See a Guidance Counsellor.  
\*\*A maximum of two credits in Cooperative Education may be used as Compulsory Credit Requirements.

## ONTARIO YOUTH APPRENTICESHIP PROGRAM (OYAP) APPLICATION PROCESS

1. If you are interested in starting an apprenticeship while still in high school, arrange an interview with a Guidance Counsellor to review your graduation requirements.
2. In Grade 10, select "Discovering the Workplace" (GLD 20) for excellent preparation for Cooperative Education. In your Grade 10 year, attend a Cooperative Education assembly and schedule an individual interview with a Cooperative Education Teacher.
3. In Grade 11 and/or Grade 12, select a 2 or 4 credit Cooperative Education program.
4. Apprenticeship candidates will be placed with an employer who is prepared to evaluate/train with a view to registering the student as an apprentice. (Students must be 16 years of age or older, have a minimum of 16 credits and must have a Social Insurance Number)
5. With the assistance of the Board OYAP Coordinator, a Training Consultant from the Ministry of Training, Colleges and Universities will visit the work placement to interview the student and employer.
6. If both parties agree, the student will be registered as an apprentice for the duration of the semester.
7. At the discretion of the employer, the student may continue as an apprentice after graduating, or may be hired by a different employer to continue completing the apprenticeship.

## ONTARIO SKILLS PASSPORT ([www.skills.edu.gov.on.ca](http://www.skills.edu.gov.on.ca)):

This website provides free access for students, allowing them to identify and develop their workplace skills and create work plans they can take to employers. The passport is used in high school Guidance and Cooperative Education courses. *Please obtain information from your Guidance Department or Coop Teacher.*

*For information on how to graduate with a **Specialist High-Skills Major** on your diploma, please consult a Guidance Counsellor or Cooperative Education Teacher.*

**CATHOLIC DISTRICT**  
**SCHOOL BOARD OF**  
**EASTERN ONTARIO**



### Essential Employability Skills

- Reading
- Use of Documents
- Numeracy
- Thinking Skills
- Oral Communication
- Writing
- Working With Others
- Computer Use
- Continuous Learning

### Industry Certification

- WHMIS
- Service Excellence
- First Aid/St. John Ambulance
- CPR/Infant CPR
- Class F Driver's Licence
- First Impressions
- Good Host/Super Host
- Self Defence

### Where to Find Jobs

[www.canadajobs.com](http://www.canadajobs.com)  
[www.working.canada.com](http://www.working.canada.com)  
[www.careerowl.ca](http://www.careerowl.ca)  
[www.cooljobscanada.com](http://www.cooljobscanada.com)  
[www.jobshark.ca](http://www.jobshark.ca)  
[www.monster.ca](http://www.monster.ca)  
[www.workopolis.com](http://www.workopolis.com)  
[www.jobs-emploi.gc.ca](http://www.jobs-emploi.gc.ca)

Service **PEOPLE**

*To start your search, visit these suggested web sites:*

### Specific career information:

Canadian Restaurant and Food Services Association  
[www.crfa.ca](http://www.crfa.ca)

Tourism Work Web  
[www.tourismworkweb.com](http://www.tourismworkweb.com)

Armed Forces  
[www.recruiting.forces.gc.ca](http://www.recruiting.forces.gc.ca)

Workapedia  
[www.workapedia.ca](http://www.workapedia.ca)

The Canadian Red Cross  
[www.redcross.ca](http://www.redcross.ca)

Catholic Relief Services  
[www.crs.org](http://www.crs.org)

### General career information:

Job Futures  
[www.jobfutures.ca](http://www.jobfutures.ca)

Government of Ontario  
[www.edu.gov.on.ca/eng/tcu/apprentices/](http://www.edu.gov.on.ca/eng/tcu/apprentices/)

Human Resources Skills Development Canada  
[www.hrsdc.gc.ca](http://www.hrsdc.gc.ca)

Jobs Etc.  
[www.jobsetc.ca](http://www.jobsetc.ca)

Apprenticeships  
[www.apprenticesearch.com](http://www.apprenticesearch.com)

Skills Canada  
[www.skillscanada.com](http://www.skillscanada.com)

Ontario WorkinfoNet  
[www.onwin.ca](http://www.onwin.ca)

Labour Market Information  
[www.labourmarketinformation.ca](http://www.labourmarketinformation.ca)

Canada Prospects  
[www.canadacareerweek.com/canadaprospect](http://www.canadacareerweek.com/canadaprospect)