

# We are Here to Help

## How do you apply?

Contact your regional ECE Service Centre  
for more information.

## Contact Us

Regional ECE Service Centres:

**Fort Simpson**.....(867) 695-7338

Dehcho Regional Education Centre

**Fort Smith**.....(867) 872-7425

Sweetgrass Building

**Hay River**.....(867) 874-5050

Courthouse Building

**Inuvik**.....(867) 777-7365

GNWT Multi-use Building

**Norman Wells**.....(867) 587-7157

Edward G. Hodgson Building

**Yellowknife**.....(867) 766-5100

Nova Plaza

[www.ece.gov.nt.ca](http://www.ece.gov.nt.ca)

## Employment Assistance Services

*Increasing opportunities  
for career development*

The Employment Assistance Services program provides  
financial assistance for **community partners** to deliver  
career development services to unemployed individuals.

If you would like this information  
in another official language, call us.



Northwest  
Territories Education, Culture and Employment

Canada

## Am I Eligible?

### Eligible contractors may be:

- Businesses
- Municipal or Local Governments
- Aboriginal Organizations
- Non-profit Groups
- Band Councils
- Boards or Agencies
- Employer/employee Associations
- Educational Institutions

### Eligible contractors must:

- Be licensed to operate in the Northwest Territories
- Be in good standing with the Workers' Safety & Compensation Commission
- Have the minimum required liability insurance
- Demonstrate all the necessary abilities and capacity to deliver the service

## Types of Employment Assistance Services

### Eligible activities may include, but are not limited to:

- Individual or group career counselling
- Diagnostic assessments
- Workshops
- Labour market information
- Job maintenance assistance
- Special events
- Job search strategies
- Job finding clubs
- Needs assessments

The duration of Employment Assistance Services' activities are intended to be short and typically range from a single one-hour intervention to programs lasting up to 12 weeks.

## Financial Assistance

### Financial assistance to eligible contractors may include:

- Salaries and benefits
- Overhead costs (such as supplies, communications, rental of office space, and equipment)

