

**Title:** *Literacy Solutions in the Workplace*

**Date:** November 17, 2017

**Time:** 9:00 a.m. - 4:00 p.m.

**Location:** AWENS Training Centre, 3667 Strawberry Hill, Suite 106, Halifax

**Registration Fee: \$225.00**

### About This Professional Development Opportunity

NS literacy statistics indicate that approximately 40% of NS workforce have literacy skills below the level required to get or keep a job in the knowledge-based economy. Some of these individuals are in our workplaces. It could be the reluctant, quiet, or disengaged employee that may have a literacy issue. If you have performance concerns with employees, you may have never thought about literacy being the cause of low performance.



This workshop will help you identify how to recognize literacy issues, and strategies to improve the level of literacy in the workplace. In addition, this session will provide insight into the tools that are available to assist with ensuring that literacy issues are reduced in your workplace, which will increase productivity, job performance and satisfaction.

This workshop is specifically designed for individuals in management and supervisory positions.

This one-day workshop on *Literacy Solutions in the Workplace* will include but is not limited to the following topics:

- NS Literacy Research: how these statistics impact workplace performances.
  - Recognizing Literacy Issues: cues and clues that may indicate a literacy issue.
  - Using a literacy lens when developing communications for the workplace.
  - Tools for Customization: Readability Statistics, Fog Index.
  - Assessment Resources: literacy and numeracy tools.
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**About the Facilitator:**

Teresa Love has been an educator for 30+ years and a Workplace Educator since 2013. She has delivered Reading, Writing, and Math programs for GED preparation; Basic, and Beyond Basic Computer Skills; Communication Skills for Front-line Workers; Human Resource Skills; Supervisor Leadership for Welcome Workplaces and Advanced Facilitation Skills. Her past work has included community-based literacy programs, teaching English as a Second Language, and facilitating employment programs for refugee youth. She has also worked in both public education, and post-secondary at Nova Scotia Community College.

Teresa has a strong academic and practical foundation in reading instruction and diagnostics, including customization of materials. Teresa looks forward to sharing her knowledge and insights.

**Registration and Information:**

Please contact, Nancy Thompson, [nthompson@awens.ca](mailto:nthompson@awens.ca) or call 902-877-3206

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