

The Advisor

Progressive Training College of Business & Health



Pictured - Staff and friends of PTC come out to the CN Annual Holiday Train event in Toronto, ON to show their support for the Daily Bread Food Bank!

PTC Participates in the Annual CN Holiday Train Food Drive

On Tuesday November 28, 2017, PTC joined thousands of other holiday enthusiasts in donating food and welcoming the festive CN Holiday Train to town.

For a second year in a row, students, staff, and members of the community generously donated non-perishable food items to PTC's Annual Holiday Food Drive.

Despite the frigid cold temperatures, staff and friends of PTC made their way to Lambton Yard in Toronto to welcome the brightly lit and musical CN Holiday Train, and to drop off all of your donations to the Daily Bread Food Bank.

We thank you all for your kindness and generosity this past holiday season!



Alumni Update

Derrick S.,
Automotive Service
Advisor Diploma grad
from our Scarborough
campus was hired from
his co-op placement at
Canadian Tire!



Upcoming Events

Open House College-wide: March 2, 2018
9:00 AM - 4:30 PM



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Older and Unemployed? Use your experience to your advantage!

By **Cale Zimmerman**

The practice of making personnel decisions on who to employ based on age is referred to as age discrimination or 'ageism'.



When I talk to people that are in the process of re-training themselves to enter the workforce this is rightfully one of their major concerns.

According to Statistics Canada, 58% of "older" job seekers are pessimistic about finding employment in the next 6 months. It can be

daunting when your skills are being compared to a younger, more tech-savvy individual that may be willing to work for a lesser wage than you. However, in talking with companies in the community that have hired former PTC students for co-op placements and employment, the consensus is that there is plenty of room in the job market for experienced workers.

For instance, the Auto Service Advisor Diploma program, one of PTC's more popular programs, is one field where previous work experience is extremely valued. The best part is that it doesn't have to be in the auto industry! When I speak to dealership Service Managers, two main skills that they look for are the ability to work as part of a team and a strong work ethic. One Service Manager even implied they are cautious of hiring younger workers because of the tendency to be on their phone often. In a setting where workers are often customer facing and the work environment can be rapid, it's understandable this would be a concern.

There are multiple ways to highlight that you have a strong work ethic and expansive work history. A professional profile at the top of your resume is a fantastic way of communicating

PTC PARTNERS WITH ST. JOSEPH'S CARE GROUP IN THUNDER BAY

We are excited to announce a new initiative with St. Joseph's Care Group for our Personal Support Worker program in Thunder Bay that will allow students to get a \$3000 tuition grant and a \$1000 loan (for a total of \$4000) with employment commencing shortly after graduation!

The next class will be starting April 2018. For more information, please contact Kathie Winkworth at kwinkworth@ptcollege.com or (807) 622-6070.



that you possess what an employer is looking for. Further down on a resume, you can then list your previous work experience. Lastly, when it gets to the point when you have an interview, be sure to expand your work ethic and history of employment by highlighting examples of your career achievements.

Getting back into the job market in a new field may not seem easy, but it certainly is not impossible. Employers are recognizing that job applicants that are 40 years of age or more have a strong work ethic, willingness to learn and many useful skills. Persistency is the key to any successful job search effort.

Want to have a chat with Cale? Get in touch with him at czimmerman@ptcollege.com.



ALERT: April/May Classes Starting

Our Personal Support Worker and Business Programs are gearing up for another term!

There are still some spots available - Please contact us at info@ptcollege.com or 1-888-711-3271 TODAY for more information.

Back to School Success

By Catherine MacLeod

Going back to school as an adult can be overwhelming. It will affect not only you, but your loved ones as well. We want you to enjoy your educational experience at PTC, so we put together a few helpful tips to make the transition successful!



Use your support network

The people that you live with, babysitters, parents and friends, partners and children can all help make this adventure exciting and fulfilling. Remember that you are going back to school to learn new skills, knowledge to transition into a new career or get more experience for a job you enjoy.

If you have children, have them help to set up your quiet study place. It will give them a great place to study too and will help them to understand that distractions are not helpful.

Work together to plan the weeks activities so everyone involved knows the time that has been set aside for studying, being together and school. Sharing the load will make it easier for you to concentrate on what you need to do to be successful.

Purchase what you'll require for class

Business courses will require you to have a USB stick, pens & pencils and a calculator, along with a folder or binder to keep assignments and projects. You can get these items at stores like, Dollarama, Walmart or Staples. Personal Support Worker courses will require notebooks or binders with paper, pens and pencils.

Get a backpack or bag to carry your books. Keeping all your material in one place will make it easy to take what you will need for class.

Get organized

Plan the space at home where you will study, by using a table or desk away from distractions such as a television or the kitchen. Make sure the space around it is clear of clutter.

When you're finished with your homework each day, pack your bag and place it by the door so you remember to take it with you to class. There's nothing worse than leaving your USB or textbook at home when you need it during class.

Time management skills are imperative

Be on time for class. Plan your route to PTC to arrive at least 10 minutes before the class starts. It is difficult on other students and the instructor if you disrupt the class with your tardiness. It is also unprofessional. Being early gives you time to get settled and be ready to learn.

Plan the time to study and stick to it. Stay in the classroom after your lecture to ensure you understand assignments and work on them while you have your instructors available to answer questions and assist you if you have difficulties. Try to complete all your assignments during the time provided. In most cases, you will be more productive in the classroom than at home where there will be a multitude of distractions.

Make a study schedule

When you have a test or exam coming up, block time prior to test day to concentrate on reading and practicing what is on the test. For example, if you have a test on Friday, block Wednesday and Thursday afternoon from 4 pm to 6 pm for uninterrupted study.

Another good practice is to review the lesson at the end of the day or before the next days' class to assist in retention of the information and refreshing the topic or chapter content before you start a new one.

If you are challenged when it comes to tests, your instructor can provide different techniques to make test taking easier. *(continued on page 5)*

Let us help you to be successful

PTC's staff and instructors want you to succeed and meet your educational goals. So, remember...

- Come to class prepared
- Be professional – always get your assignments completed on time
- Develop good time study habits
- Be on-time (10 minutes early) for class
- Be ready to learn!

Want to have a chat with Catherine? Get in touch with her at cmacleod@ptcollege.com.

Where are they at now?

Check out what PTC's amazing graduates are currently up to!



Grad - Raija Susan Rajamaki

Program - Human Resources, Business Management, and Business Administration

Where you are working?

Currently I am working at the local YMCA on a contract through NOHFC Funding as their Fundraising Coordinator. When I graduated in March of 2017 I was fortunate to have secured a 4 month contract with Nogdawindamin Family & Community Services working within the IT Department as a Data Records Clerk afterward moving to the YMCA.

Why did you choose PTC?

How I came to select PTC to further my education was a fairly simple choice for me based on some variables surrounding my situation at the time. My age was a factor for me, and I did explore a “traditional” college setting, but it would have meant that I would have had to spend two years attaining the same diploma I was able to acquire at PTC in under a year.

The fact that PTC is an accredited college was an additional benefit as well, because it is valid and recognized which gives one the confidence in the quality education you receive. The choice to attend PTC meant that I could be in a smaller class size, take only the courses that were relevant for my field of study. That prepared me to enter the workforce confident and fresh wielding the knowledge that I had acquired.

How did you get your job?

I managed to get my new job through some proven tactics of job search and the willingness to come out of the gates feeling job ready, thanks to PTC. About two months before

graduation I began scoping out the employment scene in SSM. I worked on my resume to ensure it was up to date and relevant to positions that proved of interest to me.

I had worked at the YMCA membership services part time while attending PTC and discovered the posting for a Fundraising Coordinator for the YMCA, shortly after my graduation. I applied, along with 11 other very qualified folks, and heard I was short listed to six for an interview. The entire interview process was extensive, but I certainly felt solid in my knowledge and past experience could be transferred to the position. After several weeks I was informed I was the successful candidate and started the position mid-summer 2017.

How has your training prepared you for your new job?

Every aspect of training that was included within my diploma program has carried over and I apply much of it every day. If I were to target one specific part of the training received at PTC, I would target newly gained marketing skills and knowledge has helped me to see much success in many areas of my position.

Congratulations to our amazing Personal Support Worker grads from our Thunder Bay Campus! Here is where they're working now:

Johnny Collett- Roseview Manor

Jodi Jensen- Roseview Manor

Patricia Lapointe- Hogarth Riverview Manor

Steve Mazzaferro- Roseview Manor

Norman Nadeau- Hogarth Riverview Manor



JOIN US
to
Win!

Join us at Progressive Training College of Business & Health on Friday, March 2, 2018 ANYTIME between 9 AM and 4:30 PM for our Spring OPEN HOUSE for your chance to win a

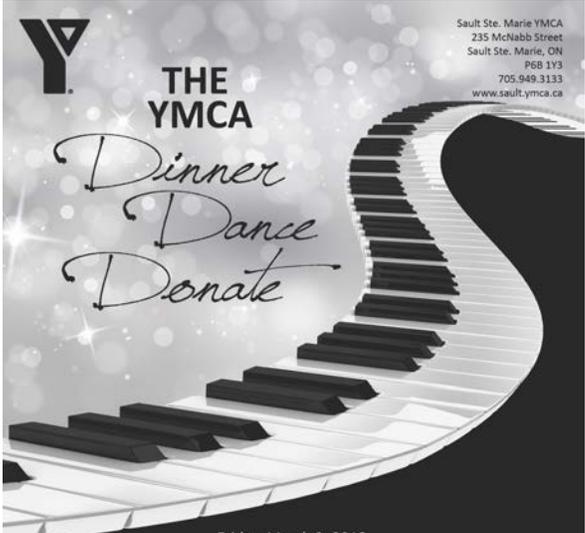
\$50
Tim Horton's Gift Card!

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*Dinner
Dance
Donate*

Sault Ste. Marie YMCA
235 McLabib Street
Sault Ste. Marie, ON
P6B 1Y3
705.949.3133
www.sault.ymca.ca

Friday, March 2, 2018
Delta Waterfront Hotel, 208 St. Mary's River Drive, Sault Ste. Marie, ON
Cocktails 6:00 pm Dinner to follow
Cash Bar Silent Auction \$60.00 per person
Entertainment by
MOBILE DUELING PIANOS
"It's a high energy, interactive, sing-a-long, clap-a-long comedy show, packed full of songs that you request and the dueling piano players play them for you. Live interactive & unique experience!"
All proceeds go towards our Strong Kids Campaign