



*Advocates for Community-based Training and Education for Women (ACTEW) is an umbrella group of agencies and programs delivering employment and training services to women in Ontario. ACTEW distributes information regarding labour force development policy, consults with various levels of government, conducts research projects designed to enhance our understanding of the training and education terrain, and advocates for women's access to quality employment and training services. Our mission is to promote and support community-based training opportunities for women.*

## Message from the Chair & the Executive Director

This has been a year of renewed creativity and purpose, for ACTEW and our member agencies and programs. Karen Lior left in December 1998, and returned in January 2000. Karen was grateful to return to an ACTEW that had new vision and direction from Rebecca Sugarman, the interim Executive Director, and Fiona MacCool, our first Internet Project Manager. Fiona's work with the [www.actew.org](http://www.actew.org) site is supporting our membership in a transition to working "on-line". Although Fiona left in July her legacy is our gorgeous site and a women's training community open to working together in new ways. Fiona continues to be with ACTEW through her work in the non-profit training sector as an Internet consultant. ACTEW also welcomes new Board members and thanks those who worked with us through the transitions and have moved on.

Many of you faced and overcame serious challenges this year. It is your ability to regroup and your determination to offer quality services that creates a vibrant network. Thank you for taking time to tell us what you need, to participate in meetings, to give ACTEW direction. It is wonderful to return to and to be part of this community.

Stacey Papernick, Chair  
Karen Lior, Executive Director

**1999-2000**

### **BOARD OF DIRECTORS**

Stacey Papernick, Chair  
Claudette Baines  
Chris Black  
Laila Imeish  
Michelle Joseph  
Maureen Millard  
Sarah Knox  
TJ Schur  
Ann Zelechow

### **ACTEW Staff**

Karen Lior,  
Executive Director  
Rebecca Sugarman,  
Interim Executive Director  
Fiona MacCool,  
Internet Project Developer  
Guadalupe Fuller/Katrina Miller,  
Administrative Coordinator

ACTEW gratefully thanks the following funding agencies and foundations. Their on-going support allows us to work on the behalf of the women's training community.

The Ontario Ministry of Citizenship, Culture and Recreation; the Voluntary Action on Line Program, [www.gov.on.ca/mczcr/owd](http://www.gov.on.ca/mczcr/owd) Status of Women, Canada, [www.swc-cfc.gc.ca](http://www.swc-cfc.gc.ca)

The Ontario Women's Directorate, [www.gov.on.ca/mczcr/owd](http://www.gov.on.ca/mczcr/owd) The Trillium Foundation, [www.trilliumfoundation.org](http://www.trilliumfoundation.org)

The National Literacy Secretariat, [www.nald.cc/www.nald.ca/nls](http://www.nald.cc/www.nald.ca/nls)

Office Workers Career Centre/George Brown College/HRDC, [www.officeworkers.org](http://www.officeworkers.org)

The Canadian Labour Force Development Board

We would also like to acknowledge the support ACTEW receives from our relationships with two national training networks. Thank you to the New Approaches to Lifelong Learning Network, OISE/UT, and the Training Matters Network, Centre for Research in Work and Society, York University.



# ABOUT ACTEW

## OUR PAST

Advocates for Community-based Training and Education for Women (ACTEW) was incorporated in 1987 with the object of enhancing employment opportunities for women by:

- Supporting existing training alternatives in the community, and
- Establishing new training programs.

In 1984 women working in community-based training programs identified the need for a focus on women's training needs. They applied to Secretary of State Women's Programs and received a grant which led to the publication of "The Needs of Community-based Training Programs for Women in Metro Toronto: Some Recommendations". Among the recommendations were:

- Establish a training resources centre
- Coordinate staff development workshops for member agencies
- Hold regular quarterly meetings and social events
- Conduct and collect relevant research on women's training issues
- Do employer outreach

This was the basis for the establishment of ACTEW. Over the years many of the recommendations listed in the report have been met, others have become irrelevant, and still others have become harder to fulfill as the training terrain changes.

From a committee, ACTEW grew to a coalition with over 50 members, primarily in the Greater Toronto area. In the last 10 years ACTEW was involved in organizing women's reference groups on labour market issues groups federally, provincially and locally. We were part of the federal organizing of the National Women's Reference Group on Labour Market Issues to the Canadian Labour Force Development Board, the provincial outreach to create the Ontario Women's Reference Group to the Ontario Training and Adjustment Board, and have held the position of Women's Director on the Toronto Training Board. In addition, ACTEW has made numerous presentations and published reports, briefs and position papers related to women's training issues and access to the labour market.

## OUR PRESENT

Last year we announced the upcoming launch of [www.actew.org](http://www.actew.org), the Women's On-Line Training Community. This interactive web site has become an important focus of our work. We are now able to serve our members electronically, and effectively reach out beyond urban areas. The site provides the women's training

# 1999/2000

- ❖ **Launch of [www.actew.org](http://www.actew.org).** We are getting more than 50,000 hits a month!
- ❖ **Access Diminished: A Report on Women's Training and Employment Services in Ontario.** June 2000. In 1997, ACTEW received a grant from Status of Women Canada to examine the impact of the federal and provincial policy changes on women's training and employment services in Ontario. This report documents the impact of the changes in labour market policy through anecdotes, reports from women's agencies, statistical analysis and personal stories. It is the first province-wide research on the impact of labour market policy changes on the women's training and employment services sector. The paper reflects the concerns of women delivering and receiving training and employment programs across the province. The report has been widely circulated and is viewable on the ACTEW web site, [www.actew.org](http://www.actew.org).
- ❖ **CAP project.** We raised \$170,000 for our members and are creating a network of Internet access points for economically disenfranchised women across the city of Toronto.
- ❖ **Workshops and Presentations** – ACTEW conducted workshops at the 3rd Annual Conference on Prior Learning Assessment and Recognition held in Vancouver last October, at the Opportunities Conference in Toronto, at the national conference of the Canadian Congress of Learning Opportunities for Women, and a session on Effective Marketing for the Women's Skills Network and organized a session in Effective Marketing.

What Members Say  
*Positive and multi-faceted, does important  
Well-informed and connected*

# HIGHLIGHTS

- ❖ **Training Sessions** – Fiona facilitated Internet training sessions at the Office Workers Career Centre, Career Steps at Dixon Hall, Accessible Community Counselling and Employment Services (ACCES), Times Change Women's Employment Service, the YWCA Managers meeting, MicroSkills Community Development and the YWCA Working Skills for Women.
- ❖ **A change of logo and look**, new promotional materials to match the web site
- ❖ **Focus groups** – ACTEW worked with the Toronto Training Board to organize focus groups for their environmental scan and the report on the Skills Development Employment Benefit. For the *Access Diminished* research we conducted focus groups in Windsor, Ottawa and Toronto.
- ❖ **Meetings with MP's**. Dr. Carolyn Bennett, Bonnie Brown (Oakville), and Tony Ianno.
- ❖ **ACTEW in the news**, our "HRDC Success Stories" was picked up and reprinted by Community Action
- ❖ And, finally, a sign on the door so people can find us. Welcome!

## ACTEW PUBLICATIONS

- ❖ *Access Diminished, A Report on Women's Training and Employment Services in Ontario* (2000)
- ❖ *The Skills and Knowledge Profile and Coach's Manual* (1999), a tool to record the learning strategies of adult learners
- ❖ *Choosing Training* (1998)
- ❖ *ACTEW Survey of Employment and Training Services for Women in Metro Toronto* (1997)

community with an online space to network, access information, share resources, and features the following interactive areas:

- **Events and Job Listings** including free public postings
- **News**, press releases and community announcements
- **Resources**, a database with information on women, education and training
- **Member's Discussion Areas**, an online forum for working together
- **Looking for Training?** ACTEW is working with ONESTEP on a database of our member programs and services across Ontario.

The ACTEW web site has been the impetus for new member services. In addition to our member's meetings, workshops, resource packages and public education events we now circulate two electronic bulletins. **ACTEW-L** is an e-mail list providing monthly news and information to over 350 subscribers. **ACTEW News on The Net** is a regular update of electronic news and stories related to women, work and training. The [www.actew.org](http://www.actew.org) site is funded by The Ministry of Citizenship, Culture and Recreation's Voluntary @ction online program.

## OUR FUTURE

ACTEW intends to build on the successes of the past year and:

- Expand the scope and use of [www.actew.org](http://www.actew.org), our interactive web site.
- Develop content and training curriculum for a Networked Community Access Project (CAP), funded by Industry Canada.
- Follow-up the work begun in "Access Diminished" by organizing a forum based on the report.
- Speak to the national Training Matters Conference on the findings of "Access Diminished"
- Work with the New Approaches to Lifelong Learning Network to digitize the Skills and Knowledge Profile.
- Work with Women in Trades and Technology to collaborate on a "Choosing Technology" training publication.
- Meet with decision-makers on policy affecting women's access to employment and training services
- Plan more information sessions, workshops and public education forums on topics identified by the membership.
- Work with our membership to strategically position the women's training sector
- Continue to deliver effective, timely and supportive services to our members

ay About ACTEW

work in lobbying all areas of government

cted • A very strong voice

## STATEMENT OF REVENUE AND EXPENSES FOR YEAR ENDING MARCH 31, 2000

Schedule A	2000	1999
<b>Revenue</b>		
<b>Grants</b>		
Ministry of Citizenship Culture and Recreation	\$ 55,554.	\$
The Trillium Foundation	30,000.	40,000.
Ontario Women's Directorate	-	14,912.
Status of Women Canada	28,300.	13,700.
Clerical Workers Centre/George Brown College/HRDC	11,500.	22,500.
Canadian Labour Force Development Board	3,167.	11,500.
Memberships – ACTEW	3,600.	221.
Women's Skills Network	2,400.	-
Interest	2,911.	1,250.
Fundraising – net	940.	872.
<b>Total</b>	<b>138,372.</b>	<b>122,455.</b>

### Schedule B

<b>Expenses</b>		
Salaries and wages	51,652.	50,079.
Employee benefits	5,398.	5,744.
Project Expenses	24,665.	23,295.
Subcontract	23,825.	17,528.
Professional fees	-	750.
Rent	7,851.	7,847.
Insurance	885.	843.
Office and computer supplies	8,900.	3,556.
Office expenses	6,430.	4,586.
Audit, accounting and bookkeeping	2,681.	3,143.
Telephone and Internet	2,656.	2,418.
Travel and conference	272.	919.
Legal expenses	-	1,170.
	135,215.	121,878.
Excess of Revenues over Expenses	3,157.	577.
Unrestricted Net Assets, beginning of the year	11,235.	10,658.
Transfer to Reserve Fund – Strategic Planning	(10,000.)	
Unrestricted Net Assets, end of year	\$ 4,392.	\$ 11,235.

Extracted from the audited financial statements prepared by Julia Stavreff, chartered accountant.

## Membership in ACTEW

Membership in ACTEW is encouraged for all groups offering women a community-based training approach. Associate memberships are available to those supporting the ACTEW mandate.

401 Richmond Street West, Suite 355, Toronto, Ontario M5V 3A8  
 Tel: 416-599-3590 • Fax: 416-599-2043 • E-mail: [actew@web.ca](mailto:actew@web.ca) • Website: <http://www.actew.org>

