**OALCF Task Cover Sheet**

**Task Title:** Understand and Locate Labour Market Information

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| **Learner Name:** |
| **Date Started: Date Completed:****Successful Completion: Yes\_\_\_ No\_\_\_** |
| **Goal Path:** Employment**✓** Apprenticeship\_\_\_ Secondary School\_\_\_ Post Secondary\_\_\_ Independence\_\_\_ |
| **Task Description:**Learn the terminology of Labour Market and locate information related to occupation information |
| **Competency:**A: Find and Use InformationB: Communicate Ideas and InformationD: Digital Technology | **Task Group(s):**A1: Read continuous textA2: Interpret documentsB2: Write continuous textD2: Digital technology |
| **Level Indicators:**A1.2: Read texts to locate and connect ideas and informationA2.2: Interpret simple documents to locate and connect informationA2.3: Interpret somewhat complex documents to connect, evaluate and integrate informationB2.1: Write brief texts to convey simple ideas and factual informationB2.2: Write texts to explain and describe information and ideasD2: Perform well-defined, multi-step digital tasks |
| **Performance Descriptors:** see chart on last page |
| **Materials Required:*** Pen and Paper
* Computer with Internet access
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**Learner Instructions and Tasks**

**Understanding Labour Market Information (LMI)**

The term **Labour Market** and **Labour Market Information** will be used frequently in the search for employment. The local Employment Service and Resource Centre will have all types of information related to the Labour Market.

What does the term **Labour Market** mean? It’s the market in which employers look and compete for workers and in which workers look and compete for employment.

What does the term **Labour Market Information** mean? It’sinformation about earnings, self-employment, work outlooks, unemployment rates, qualifications and work conditions.Labour Market Information is constantly being updated, so it is important to continually search out this information.

Where can Labour Market Information be located? There are several sources for information and may include websites, such as *Working in Canada* and *National Occupational Classification*; or newspapers, libraries and the Chamber of Commercein your local community.

What can Labour Market Information do for you? It can help you decide on the things that are important to you in your goals for employment. Things such as education, salary and if there are opportunities to work in the field you choose in your community, can be found within Labour Market Information.

**Complete the following tasks using the above information and the internet.**

**Task 1:** Explain the difference between Labour Market and Labour Market Information.

**Task 2:** Using the internet locate the Working in Canada website (<http://www.jobbank.gc.ca/occupation_search-eng.do?lang=eng> ) and list the four areas (website tabs) that can assist you in your search for information.

**Task 3:** You are interested in becoming a landscaper. Use the Working in Canada website to locate information related to this occupation. Use the Explore Careers section. Fill in the occupation box with Landscaper and the postal code with your own. View the report and list the number of jobs posted in your area.

**Task 4:** On the home page (click on the word Job Bank to go to the home page) of Working in Canada there are three things listed in the Job Market Trends box. What are the current average weekly earnings?

**Task 5:** Locate the number of jobs that are currently available on the Working in Canada home page.

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**Answer Sheet**

**Task 1:** Explain the difference between Labour Market and Labour Market Information.

**The Labour Market is the term used to describe how workers compete for jobs and employers compete for workers. LMI is the information related to working regardless of the workplace.**

**Task 2:** Using the internet locate the Working in Canada website and list the four areas that can assist you in your search for information.

**Job Search, Employers, Explore Careers and Job Market Trends**

**Task 3:** You are interested in becoming a landscaper. Use the Working in Canada website to locate information related to this occupation. Use the Explore Careers section. Fill in the occupation box with Landscaper and the postal code with your own. View the report and list the number of jobs posted in your area.

**This number may vary depending on the area.**

**Task 4:** On the home page of Working in Canada there are three things listed in the Job Market Trends box. What is the current average weekly earnings?

**As of March 2014: $927.61 - this number may vary**

**Task 5:** Locate the number of jobs are currently available on the Working in Canada home page.

**As of March 2014: 95,105 - this number may vary depending on the current statistics**

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| Performance Descriptors | **Needs Work** | **Completes task with support from practitioner** | **Completes task independently** |
| A1.2 | * Makes connections between sentences and between paragraphs in a single text
 |  |  |  |
|  | * Scans text to locate information
 |  |  |  |
|  | * Locates multiple pieces of information in simple texts
 |  |  |  |
|  | * Reads more complex texts to locate a single piece of information
 |  |  |  |
|  | * Makes low-level inferences
 |  |  |  |
|  | * Follows the main events of descriptive, narrative, and informational texts
 |  |  |  |
| A2.2 | * Performs limited searches using one or two search criteria
 |  |  |  |
|  | * Extracts information from tables and forms
 |  |  |  |
|  | * Uses layout to locate information
 |  |  |  |
|  | * Makes connections between parts of documents
 |  |  |  |
|  | * Makes low-level inferences
 |  |  |  |
|  | * Begins to identify sources and evaluate information
 |  |  |  |
| A2.3 | * performs complex searches using multiple search criteria
 |  |  |  |
|  | * manages unfamiliar elements (e.g. vocabulary, context, topic) to complete tasks
 |  |  |  |
|  | * integrates several pieces of information from documents
 |  |  |  |
|  | * uses layout to locate information
 |  |  |  |
| B2.1 | * Writes simple texts to request, remind or inform
 |  |  |  |
|  | * Conveys simple ideas and factual information
 |  |  |  |
|  | * Uses sentence structure, upper and lower case, and basic punctuation
 |  |  |  |
| B2.2 | * writes texts to explain and describe
 |  |  |  |
|  | * conveys intended meaning on familiar topics for a limited range of purposes and audiences
 |  |  |  |
| D2 | * Selects and follows appropriate steps to complete tasks
 |  |  |  |
|  | * Locates and recognizes functions and commands
 |  |  |  |
|  | * Makes low-level inferences to interpret icons and text
 |  |  |  |
|  | * Begins to identify sources and evaluate information
 |  |  |  |
|  | * Performs simple searches using keywords (e.g. Internet, software help menu)
 |  |  |  |

**This task:** was successfully completed\_\_\_ needs to be tried again\_\_\_

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| Learner Comments |
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#### Instructor (print) Learner Signature