

**Work Experience Opportunities Grant
(WEOG) Communities of Practice
April 22, 2026
Onboarding & Implementation**

Welcome & Introductions

Meet the Team:

- **Danella Parks**– Director, Community Impact & Investments
- **Jenny Louie** – Specialist, Community Impact & Investment
- **Stacey Swarchuk**– Project Coordinator, Community Impact & Investment



Today's Agenda

- About WEOG & the CoP Purpose
- Deliverables & Expectations
- Pre & Post Surveys, Final Reports and Check-ins
- Recruitment: Sharing Approaches & Challenges
- Important Dates & Timelines
- Guest Speaker: Dan's Legacy Experience from WEOG Round 1
- Open floor for Q & A

Work Experience Opportunities Grant Overview

Part of StrongerBC: BC's Economic Recovery Plan, WEOG is delivered by United Way BC to support nonprofits and charities in creating short-term, paid work experiences for individuals facing employment barriers.

The program helps participants particularly those on BC Employment and Assistance (BCEA) or federal equivalents build skills for in-demand jobs, gain work readiness, and increase employability. By promoting inclusive employment across B.C., WEOG also strengthens local nonprofits and enhances community programs.

Funding provided by the Government of Canada and the Province of British Columbia.

Communities of Practice: Supporting Agencies & Participants

- Create collaborative spaces to connect, share knowledge, and learn.
- Support agencies with program start-up, equitable delivery, and impact reporting.
- Build participant career readiness through mentorship, resilience, and growth.
- Provide tools, guidance, and peer support for success during and beyond placements.

Agency Checklist – Purpose & Overview

- **Pre-Placement:** Agencies confirm eligibility, prepare work experience descriptions, collect documentation, and complete pre-surveys.
- **During Placement:** Agencies provide structured, supervised work experience, monitor progress, attend Communities of Practice, and check in with UWBC as needed.
- **Post-Placement:** Agencies complete participant evaluations, surveys, and final reports, while sharing outcomes, stories, and documentation for audit purposes.

The checklist provides clarity for agencies, supports quality experiences for participants, and strengthens reporting to demonstrate the overall impact of WEOG.

Pre- and Post-Surveys: Purpose & Value

- Participants complete both the pre and post surveys before and after placements to capture their background, barriers, skills, and career goals, as well as growth in confidence, job readiness, and overall experience. (first shift)
- Agencies complete surveys to assess organizational capacity, inclusive hiring practices, recruitment strategies, and, later, the program's impact on service delivery, workplace inclusion, and community benefits. (Prior to first participant starting or May 31st)
- Together, these surveys provide a before-and-after snapshot of outcomes, measuring progress for both participants and agencies.
- The feedback helps strengthen program delivery, highlight successes, identify areas for improvement, and demonstrate the impact of WEOG to funders and partners.

WEOG Check-Ins

Casual check-ins with the WEOG team will take place throughout the initiative, whether virtually, in person, by phone, or through email. These sessions serve as a touchpoint to:

- See how agencies and participants are doing
- Offer insight, guidance, and support where needed
- Provide space to share successes, challenges, and stories with UWBC

Check-ins are meant to be supportive, flexible, and collaborative, helping ensure a positive experience for both agencies and participants.

Participant Evaluation Overview

Agencies are **required** to complete a participant evaluation for **each individual** upon the completion of their work experience placement.

The evaluation captures:

- **Hours Completed:** 200 / 240 hours (depending on intensity level) or specify partial completion and reason.
- **Eligibility Verification:** Confirm participant status (e.g., BCEA, PWD, PPMB) with supporting documentation.
- **Initiative Participation:** Record involvement in courses, workshops, volunteering, or community engagement.
- **Wrap Around Supports:** Note any supports provided (e.g., transportation, PPE, childcare).
- **Skill & Engagement Growth:** Assess development in communication, leadership, initiative, and confidence.
- **Future Employment Potential:** Indicate whether the participant would be considered for future opportunities.

Managing Placement Changes

- Placements are **based on total hours (200–240)**
- If a participant leaves, the **placement should be filled**
- Offer remaining hours + stipend to a **new participant**
- Ensure total placement hours are completed



Placement Update Form:

- Submit when a participant exits or a new one starts
- Helps track **hours + participants accurately**



Important:

- Notify UWBC **as soon as possible**
- Placements are tied to hours, not individuals
- All participants are to complete surveys regardless of completion or not

Final Report – Agency Responsibility

As part of receiving WEOG funding, agencies are required to submit a **Final Report**. This report ensures accountability, captures impact, and supports future funding opportunities.

The Final Report includes:

- Initiative outcomes and participant demographics
- Services and supports provided
- Successes, challenges, and impact stories
- Financial summary and budget reconciliation

 **Due Date:** Within one month of placement completion (final deadline: *March 31, 2027*)

Your Go-To Hub for All Things WEOG

Visit the link below to access everything you need for the **Work Experience Opportunities Grant (WEOG)**:

- Initiative Guidelines
- Checklist
- Income Verification
- FAQs
- WEOG Map – List of funded agencies and placements
- Key Resources and Updates

Everything in one place to help you stay informed and on track!

<https://uwbc.ca/program/work-experience-opportunities-grant/>

Branding & Communication

To ensure consistency and increase visibility of the Work Experience Opportunities Grant (WEOG), please follow the outlined branding and recognition requirements:

- Use Provided Logos & Templates in all WEOG-related materials
- Acknowledge Funders — United Way BC, the Province of BC, and the Government of Canada in promotional content (e.g., websites, job posts, social media, press releases)
- Submit Press Releases for approval before publication
- Follow Social Media Guidelines provided in the toolkit
- Stories chosen for sharing publicly require a release form signed by participant.

These steps help amplify the impact of WEOG and promote continued support for community-based initiatives.

Recruitment Strategies for WEOG Placements

Where to Find Participants

- Community partners (food banks, shelters, settlement services, Indigenous organizations)
- WorkBC centers and case managers
- Foundry
- Internal clients / waitlists and volunteers
- Local groups, community boards, and grassroots networks
- Social Media and Job Boards

Recruiting Participants

Reducing Barriers to Participation

- Warm referrals through frontline staff
- Info sessions or drop-ins (virtual or in-person)
- Partner-led recruitment (have partners share directly with their clients)
- Simplified application process (reduce barriers—no long resumes required)
- Supportive interview process (for example more conversation based)

How to Present the Opportunity

Connecting Participants to the Opportunity

- Emphasize **low barrier, supportive environment**
- Be clear it's a **work experience placement (not a job)**
- Highlight **wrap-around supports** (transportation, mentorship, flexibility)
- Focus on **confidence-building and skill development**, not just tasks
- Use plain, inclusive language

How to Word a WEOG Placement Posting

When posting a WEOG placement, please ensure the following:

- Use: **“Work Experience Placement – Description of Duties”** (not "Job Description")
- Add: **“Participants receive a stipend. This is not a wage or salary.”**
- Clearly state the **time frame** to highlight it’s a temporary placement
- Include the funding & eligibility line:

“This position is funded by the United Way Work Experience Opportunities Grant and is open to individuals who receive or are eligible for BCEA/PWD (or federal equivalent for on-reserve) and/or face barriers to employment.”

This helps avoid confusion and ensures compliance with WEOG guidelines.

Key Information to Share with Participants

Be clear upfront:

- This is a **work experience placement (not employment)**
- **Participants receive a stipend, not wages**

Set expectations:

- Placement is temporary with set timelines and regular schedules
- Participation includes surveys, check-ins, and evaluations

Income reporting:

- Stipend must be declared on monthly reports
- Suggest participants seek independent tax advice

Supports available:

- Wrap-around supports may be available (transportation, mentorship, etc.)
- Attend CoP's or events if offered

How to Declare WEOG Income

- Must be reported monthly
- Select “No” for employment changes
- Report under “Other income / money received”
- Not employment (stipend, not wages)
- Each situation is unique, if unsure or participants have questions, please encourage them to confirm with WorkBC/case worker

WEOG Participant Verification

WEOG Participant Verification (Income Eligibility)

- Participants must provide 1 piece of documentation to confirm eligibility
- Documentation must be dated within the last 60 days
- Copies must be kept on file for reporting/audit purposes

Eligible Participant Groups:

- Individuals receiving **BCEA (Income Assistance)**
- Individuals on **PWD, PPMB, or Hardship Assistance**
- Individuals receiving **First Nations income assistance (federal or band-administered)**

Accepted Documentation Examples:

- Ministry-issued cheque stub or direct deposit
- Confirmation letter or My Self-Serve screenshot
- Referral from WorkBC
- Band Office or case manager confirmation

Important Dates & Timeline

- **Placement Start Dates:** As stated on your application
- **Pre-Placement Surveys:** To be completed before first placement begins
- **Post-Placement Surveys:** To be completed within one week after placement completion
- **Placements Must End By:** Feb 28, 2027
- **Deadline to Return Unspent Funds:** Feb 28, 2027
- **Final Evaluation:** Due one month after placement completion, or by March 31, 2027
(whichever comes first).
- **Final Report:** Due one month after placement completion, or by March 31, 2027
(whichever comes first).

Thank you for your time and interest in the
United Way BC Work Experience Opportunities Grant



We appreciate your commitment to creating inclusive
opportunities and supporting individuals across B.C. through
meaningful work experience.



United Way
British Columbia

Canada



This program is funded by the Government of Canada
and the Province of British Columbia.