



University College of the North

News Release

FOR IMMEDIATE RELEASE

October 21, 2021

University College of the North and Community Partners Offer Office Assistant CO-OP Program

(Thompson, MB) – Through a partnership with the University College of the North (UCN), Northern Manitoba Sector Council, and Workplace Education Manitoba (WEM) are offering the Office Administration CO-OP Program. This is a first for the City of Thompson and UCN.

“The Office Assistant CO-OP program will provide job-ready skills training and work experience to northern Manitoba employees,” said Dean of Faculty of Arts, Business & Science, Kim Laycock. “The program intends to provide employers with a pool of qualified candidates to fill vacant office positions.”

The Office Assistant CO-OP program begins January, 2022 and will complete in April, 2023. Students will receive Workplace Education Manitoba Essential Skills Training, classroom training provided by UCN, and two work CO-OPs.

“Forging collaborative partnerships are crucial to the economy in northern Manitoba,” said Northern Manitoba Sector Council Project Coordinator, Sharon Lidbetter. “Being able to train to employment opportunities in one stream is the uniqueness of this program that is attainable and assists with this vision.”

The Office Administration CO-OP Program will be hosting a virtual information session on **October 27th, 2022, at 11:00 AM and 7:00 PM**. If interested in attending, please contact fabsadmin@ucn.ca or call 204.677.6391 to register. A Zoom link will be provided upon registration.

University College of the North provides learning opportunities to northern communities while respecting diverse Indigenous and northern values.

[UCN.ca](http://ucn.ca)

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