

JA Central Ontario Company Program START HERE.

We invite you to engage in this training by:

- Speaking up when you have something to say!
- When not speaking, press “mute” so everyone can hear the speakers well
- Participate in the chat

Please update your profile with your first name and last name.



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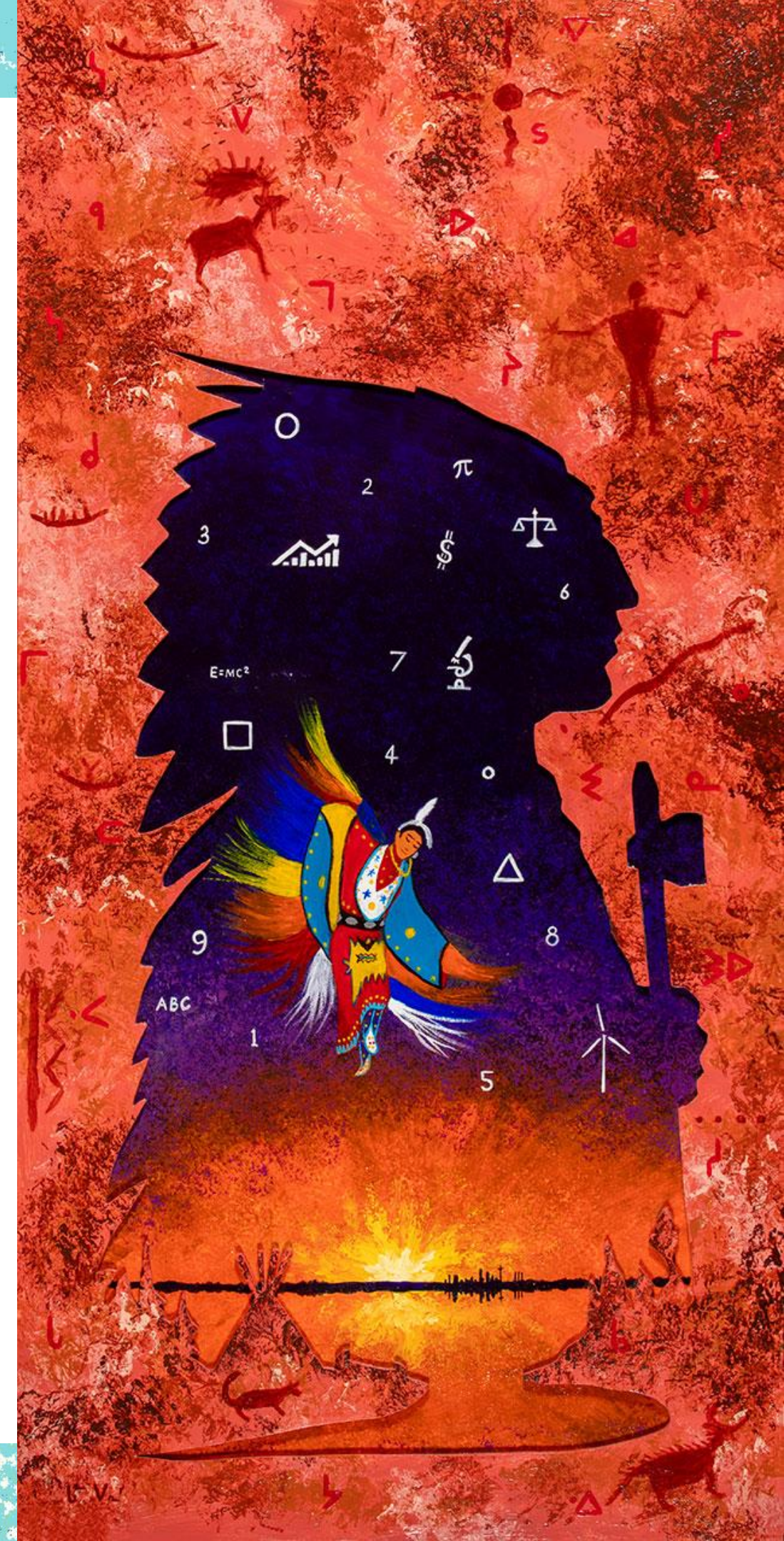
3A
Central
Ontario

Land Acknowledgement

JA Central Ontario serves communities on the traditional territory of the Mississaugas of the Credit, the Anishinabeg, the Chippewa, the Haudenosaunee, and the Wendat peoples. We also acknowledge that Toronto, where we are based, is covered by Treaty 13 with the Mississaugas of the Credit. This land is now home to many diverse First Nations, Inuit, and Métis peoples.

JA celebrates the inspirational Indigenous Peoples and communities who call this region home and acknowledges the truth of Canada's history. JA Central Ontario understands that reconciliation is a shared responsibility for all, requiring action every day.

Artwork created for JA in Ontario
by John Ferris, member of
Constance Lake First Nation



Welcome



Lucia Ly

Lead, JA Company Program



Advisor Training Goals

By the end of this training, you will have a better understanding of:

- This year's programs and the youth you will be mentoring
- Important program, policy and safeguarding guidelines
- Your role and responsibilities as an advisor
- Next steps

You will also have an opportunity to:

- Hear from an experienced advisor and a returning Company Program student
- Connect with advisors from across Central Ontario
- Ask questions



*Indicates something that is ***new*** or ***updated*** for this year*



Message from our President & CEO



Jennifer Holmes Weier
President & CEO, JA Central Ontario



Year at a glance



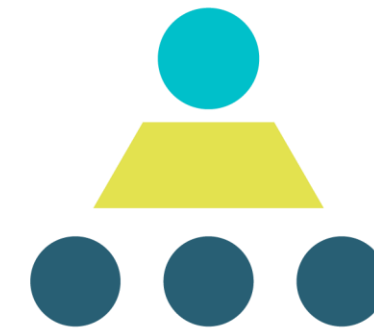
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After-school
Company Program
teams



750+

High school students
from across Central
Ontario registered



180+

Volunteer advisors
from various
corporations and
communities



JA Company Program is generously supported by mentors and funding from:

Barclays
BMO
CIBC
Cognizant
Deloitte

EDC
Grant Thornton Foundation
International Financial Data Services (IFDS)
PepsiCo Foundation
Pendle Fund (The Mississauga Foundation)

RSM Canada
Scotiabank
The Starke Group
Z Zurich Foundation



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Student Registration



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Student Registration



**Virtual and in-person
presentations in
classrooms**



**Advisor and student
recruiters**



**Social media and
email newsletters**

- In 2023, we presented in over 100 classes and 35 schools in Central Ontario.
- This year we presented in 62 classes and 23 schools in Central Ontario.
- We engaged 14 student ambassadors and 7 advisor recruiters.



Student Registration



- Ajax
- Barrie
- Brampton
- Burlington
- Etobicoke
- Markham
- Milton

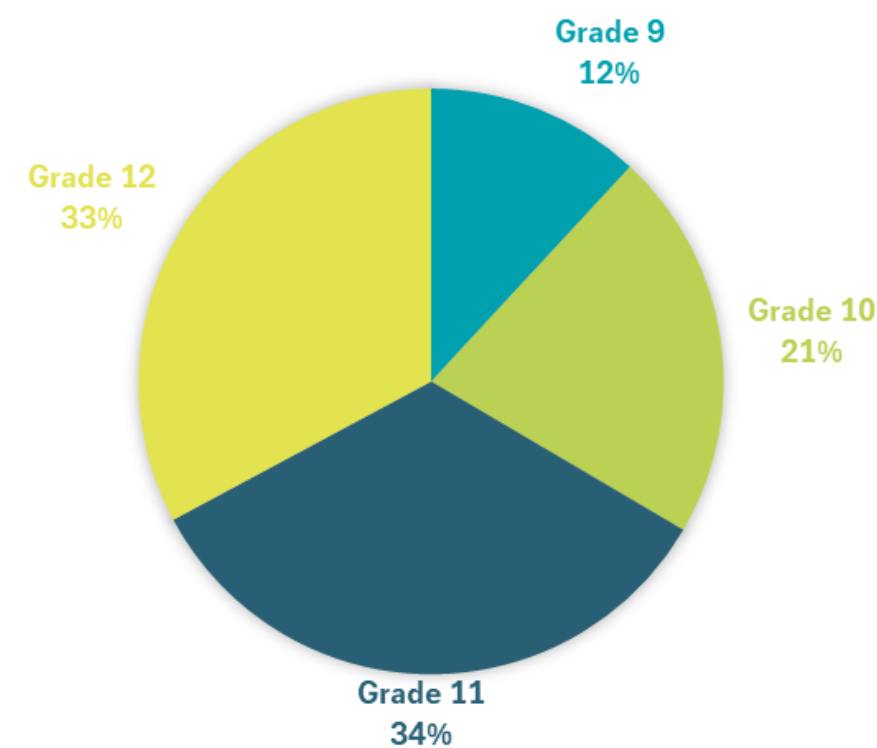
- Mississauga
- North York
- Oakville
- Richmond Hill
- Scarborough
- Toronto



155 high schools represented

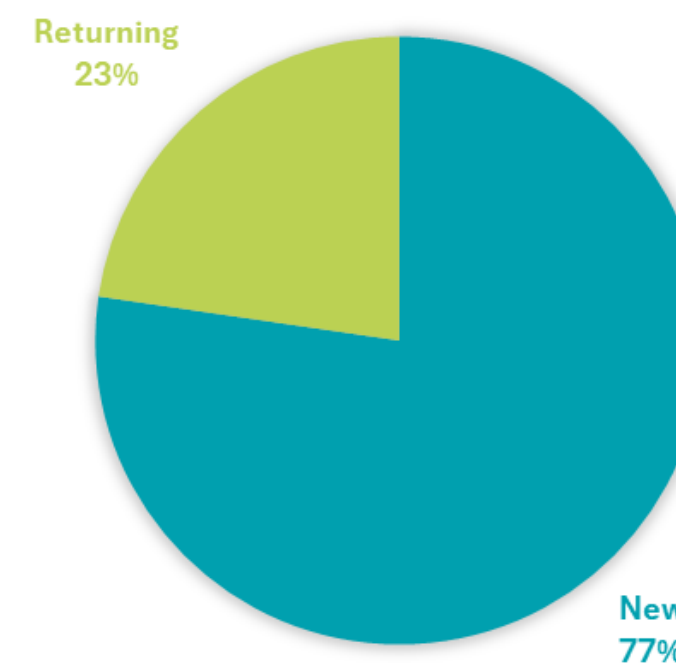
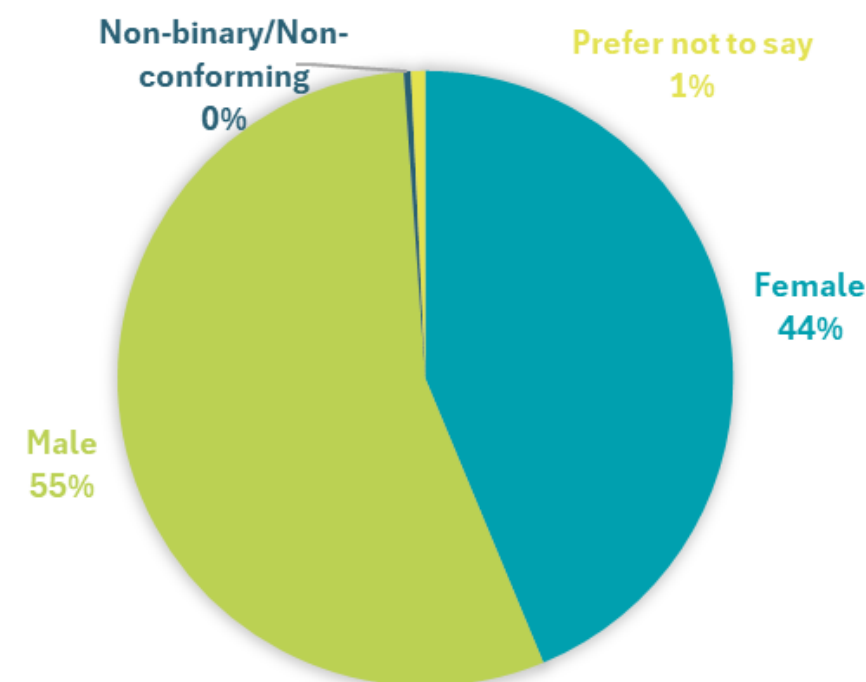


Student Registration



Grades

Gender



New vs Returning Students





Safeguarding Practices



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Role of Volunteer Advisor

Create a Safe Space:

- complete Vulnerable Sector Check
- adhere to JA Volunteer Code of Conduct
- monitor student engagement and attendance
- foster an inclusive and equitable environment for students
- report any concerns, questions or issues to JA immediately

****While the students are under your supervision, you have a responsibility for their well-being and duty of care.***

This includes reporting any signs of abuse and creating an environment where the students feel safe, heard and supported.



In Loco Parentis

In the context of Family Law, the term in “*loco parentis*” translates to “*in the place of a parent*”.

Your responsibility as an advisor is to provide **reasonable safety measures** and act as a careful and prudent parent while the students are under your supervision in the program.



**Creating
a safe space**



**Being
mindful and attentive**

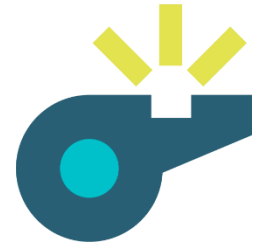


**Report
any signs of abuse***

- **Be aware** of students' whereabouts (including absences)
- **Monitor** student arrivals and departures
- **Be observant** of students and their behaviours



Signs of abuse



Signs of abuse to watch out for include:

- signs that a student may be afraid to go home (i.e., due to an unsafe family situation)
- signs that a student is being harassed/bullied
- signs that a student may be putting themselves in an unsafe situation outside of their home (work, activities)



How to monitor:

- Be mindful of what the students say and do, their body language and any changes that take place over time
- Get to know your students – connection will develop trust



What to do:

- Reach out to JA for guidance
- Do not ask students directly regarding any concerns



Disclosure / Anonymous Reporting



Report incidents to JA Central Ontario immediately



Incident Reporting:

- accidents or injuries
- hazards, unsafe situations
- suspected abuse (i.e., physical, verbal, neglect)
- theft
- inappropriate behaviours (student or volunteer)

Incident Report Template will be shared on JA Campus and HQ



Anonymous Reporting:

- for any volunteers, students or parents who wish to submit a concern or complaint
- Privacy Officer will not share the identity of any individuals with staff or volunteers at JA Central Ontario

Email: privacy@jacentralontario.org



Student & Advisor Registration

- **One** lead advisor will have access to the student and advisor registration list online.
- Advisors are responsible for **monitoring the accuracy** of the student and advisor registration list.
- The decision to allow a student into a program is **at the discretion of JA** and not the advising team.

What happens if there is a student or advisor present who is not on the registration list?

- Double check the accuracy of the parent and student details
- Dismiss any unregistered students and/or advisors
- Contact JA to follow up ASAP



Unregistered students or volunteers pose liability risks for you, your employer/organization and JA



Student Attendance, Arrival & Departure

As an advisor, you are responsible for:

- **Taking attendance:** ensuring that follow-up is conducted with any student who does not attend
- **Monitoring arrival and departure:** ensuring students arrive safely and leave as expected

Advisors will have:

- **Contact Information** for students, parent/guardians and emergency contacts
- **Students' Approved Transportation** to and from the program

What to do if a student is absent and did not notify you in advance?

- Email the student and copy parent/guardian
- If you don't hear back, email JA

What to do if a student is leaving in non-approved transportation?

- Ask students in advance if there are any changes to their departure method
- Confirm with parents via phone before end of session



Interacting with students



Be mindful of the **guidelines** around your **in-person meetings** with students



Scheduled Meeting Time

- Meet students in-person during scheduled meeting time only.
- If you need to meet with advisors virtually outside of scheduled meetings (i.e., executive meetings), these meetings must be communicated and approved by JA in advance.

Scheduled Meeting Place

- Meet students at your approved Company Program location only.
- Never meet students outside of approved locations – including another building, coffee shops or external meeting space.
- “Field Trips” are strictly prohibited.

*****If you must change the date, time or location of your in-person meetings, you must notify JA immediately – any updates must be approved by JA in advance*****



Interacting with students



No 1:1 meetings with students

- There should always be two or more advisors present in all interactions.
- Advisors are not to meet 1:1 with students outside of meetings, in-person or virtually.



Advisors must wear name tags:

- Advisors must wear a name tag at each meeting to indicate they are a mentor.
- Virtual team advisors must include “Advisor” in their Display Name.



Taking photos of students:

- Taking and sharing photographs/videos of students by students, volunteers, parents and guests is prohibited.
- Sharing photos or names of students must be authorized by JA Central Ontario.



Student Display Names

- Students are not to share their full name publicly including social media and/or on partner/student company websites.
- Students should use their First Name and Last Initial only (i.e., Taylor S.)



Guest Speakers & SMEs



Be mindful of the **guidelines** around inviting **guest speakers**



Volunteer guest speakers and subject matter experts:

- must be registered and screened (including completing a vulnerable sector check), and their participation must be approved by JA at least one week in advance.
- must not visit the same program more than once but may visit multiple Company Program teams across the region.
- are not allowed to meet with students 1:1 or without registered advisors present.
- are not allowed to communicate with students outside of the meeting times.



The total number of volunteers (between full-time volunteer advisors, guest speakers and subject matter experts) should not exceed a total of 12 on any given week to maintain an optimal student to advisor ratio.



Role of the parent/guardian



Consent Form:

- Parent/guardians must complete an online parent/guardian consent form for their child.



Parent/guardian at meetings:

- Parent/guardians are **not allowed** to participate in the weekly meetings.



Absences & Transportation:

- It is the responsibility of the student participants and/or their parent/guardians to inform you of their absences.
- If a student is absent or you have concerns regarding their attendance, you may reach out to the parent/guardian to check in.
- Parent/guardians must approve of transportation changes.



Meeting parent/guardians:

- We encourage you to introduce yourself via email and/or in-person when they drop off or pick up their child.
- Confirm any contact details with them.





Getting Started



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Advisor Reflection & Defining Roles

What are your goals as an advisor?

- What are you hoping to achieve and learn?
- How will you support your team?



What do you bring as an advisor?

- Do you have experience in mentoring youth?
- Do you have experience in training or facilitating large groups?
- Are you a project manager?
- Do you have strong organizational skills?
- Do you have expertise, experience or a strong interest in any of the departments: Finance, HR, Production, Marketing, Sales, Technology?



Defining roles for each advisor:

- These questions will help you and your advising team determine your individual roles in supporting your company.
- Take note of these roles for reference.



Student Participation



80% Attendance:

- Students who miss more than 3 meetings without an excused absence may be dismissed.

What to do:

- Email students and their parent/guardians immediately regarding absences.
- If you do not hear back, notify JA.

Excused Absences include:

- Illness, family emergency, etc.



Student Participation



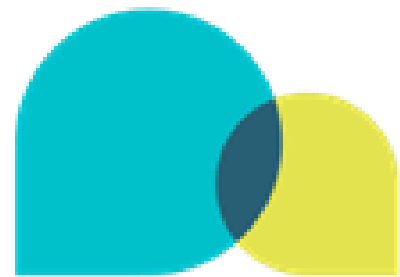
Active Participation:

- Students must participate actively in program activities, assignments, discussions and communications to remain in good standing.
- For virtual programs, students should be on camera as much as possible.

*Monitor attendance and participation consistently and address any concerns as early as possible.



Student Participation



Be mindful:

- Students with excused absences should make every effort to catch up.
- Ask students if they are experiencing any barriers/challenges to participating.
- Support students in developing their goals and a plan to be more engaged and present.
- Exceptions can be made with students who have more than 3 absences if they are due to extenuating circumstances.

Let JA know if you have any questions or concerns.



Student Participation

Students who withdraw:

- **First two weeks of program:** Notify JA by email ASAP so that we may review the waitlist.
- **After first two weeks:** add the student to the monthly report and cross them off your attendance list.
- **Send email to parent/guardian:** If it was the student who withdrew, please let the parent/guardian know by email.

Dismissing students:

- **If attendance and participation have been addressed with student with no improvement:** you can notify JA and remove them.
- **If you are having performance and/or behaviour issues with a student:** please contact JA and we will support you to address the concerns before dismissal.





Supporting You



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Company Program Visits & Check Ins



Virtual Check In November/December	In-Person Visits February/March
Check in with team	Share updates including awards and Trade Show information
JA to answer your product development questions	Hear from students and team progress



Advisor Calls



Date / Time	Topic
Friday, November 1 12 to 1 p.m.	General Q&A – Last minute questions to prepare for your first meeting
Friday, November 8 12 to 1 p.m.	End of first week – De-brief first week, questions around product selection, executive elections
Friday, November 15 12 to 1 p.m.	End of second week – De-brief second week, questions around product selection, executive elections, organizational structure, Student Management Training, etc.

Other topics: Banking, managing students, project management, Trade Show, awards, etc.
**Suggestions for topics is always welcome!*



Communications



Monthly Reports	Weekly Emails
Student/Advisor List Updates	Updates
Questions for JA	Deadline Reminders
Challenges & Highlights	Goes to both students and advisors



Communications



Team Communications	Advisor WhatsApp Community
Teams will decide together which platform to use	JA will post general updates in “Announcements”
Advisors are required to monitor all activity	Advisors are welcome to join subgroups.
Add JA to the platform	You can request a private group with JA for ongoing communications.



JA Resources



JA Campus	JA Company Program HQ
Separate logins for students and advisors	Calendar (Events, Deadlines)
Presentation slides & speaking notes	Weekly updates & submission links
Activities and supplementary resources	Company Program awards information
Incident Report Template, Safeguarding Procedures & Policies	





Company Program Timeline



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Timeline



Elections and product selection must be completed by Week 4

- **Product Approval Form Due:** Friday, November 29
- **Executive List Due:** Friday, November 29
- **Business Plan Due:** Friday, December 20

Students elected to the 7 mandatory executive roles must be available to attend in-person Student Management Training on Saturday, December 7. They will have an opportunity to discuss their product with JA if needed.

**The earlier deadline allows teams more time to work through any questions from JA regarding their product approval and it will allow them more time to work on their company*

**JA must have the list of student executives to share with the venue by November 29.*

PHASES	JA COMPANY PROGRAM OBJECTIVES
Phase One Weeks 1 to 2	• Get to know each other & establish expectations as a team • Brainstorm
Phase Two Weeks 3 to 4	• Decide on a product • Executive elections & Organizational structure
Phase Three Week 5	• Business plan • Start-up capital
Phase Four Weeks 6 to 15	• Production, Marketing, Sales
Phase Five Weeks 16 to 18	• Liquidation • Reflect on overall experience and celebrate



Product Selection



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Company Program Cycle



Product Ideation & Selection (Approx. Weeks 1-4)

- You will be able to choose whether you want to do elections first or product selection first, but both must be completed no later than Week 4.
- The earlier you have your product and executive team in place, the sooner the team can get their approval from JA and start their business.



Product or Service Selection

Why do we have product guidelines and restrictions?

- For insurance and liability reasons
- For student, advisor and public health and safety

Review with students:

- Product Guidelines & Restrictions
- Product Approval Form Questions

Reminder:

- Students are not allowed to host events as part of their company – virtual or in-person
- No food (prepared by the team) or cosmetics
- No services where students would be potentially interacting with strangers 1:1 or where it may be heavily regulated or include significant safety concerns

Research

- Students should be researching their product/service ideas thoroughly before the team decides on a product/service
- Students are encouraged to review the UN Sustainable Development Goals if they want ideas on needs to fill/address



Product or Service Selection



JA Company Categories:

- Retail/Manufacturing
- Technology
- Social Enterprise (company must address one of the UN Sustainable Development Goals)



Innovation:

- Developing a product that:
 - Fills a clear need and has a clear target market
 - Uses creativity, branding, design features, and/or marketing to be unique



Timing:

- Keep in mind the student company is not meant to run for more than 18 weeks! What is realistic for students to accomplish?



Shopify:

- Students may have access to free e-commerce account this year (TBC).



Product or Service Selection

How to support students in the brainstorming and product selection process:



Set a positive and supportive tone from the start

- Remind students they are not working to shoot down each other's ideas, they're working together to build one product and business as a team.
- Remind everyone (including advisors!) to be open-minded and flexible.



Establish your team norms

- Ensure that everyone (advisors and students) is on the same page in terms of how you will work together and support each other.



Define success as a team

- Remind students that success doesn't just have to be about profit.
- It can and should be much more than that! (i.e., being passionate about their product, working well as a team, demonstrating resilience)



Product or Service Selection

How to support students in the brainstorming and product selection process:



Encourage constructive feedback

- Remind students (and advisors!) to be kind and thoughtful when giving and accepting feedback – give examples of how to do this.



Be prepared

- Remind students to research and put together a fully-formed idea before you do product pitches and vote.
- Ask students questions to prompt them to consider different challenges their ideas may face and how they can overcome them.
- If you see groups forming that may skew decisions, break them up by pairing students together and having them come up with ideas as a team.



Facilitation Strategies



To increase engagement and support from all students for the product/service, we recommend that you have students work together at each step before the final decision/vote is made:

Identifying the problem/need the students want to solve with their company:

- Brainstorm problems and needs together
- Narrow down the ideas (or vote on just one) and split off into small groups to brainstorm products to solve these needs

Research and pitching ideas:

- Once a few product ideas have formed, have students work together in groups to research and put together the pitch
- Give all students the opportunity to provide feedback on each idea before voting and/or coming to a consensus on which product to move forward with



Facilitation Strategies



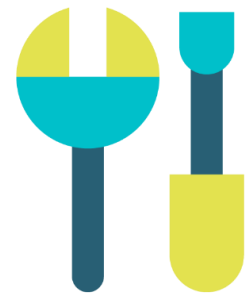
We've put together a Product Ideation Document to help support you and the students to navigate the product selection process.

The document includes tips, best practices and includes links to facilitation resources including design thinking, brainwriting, sketch storming, SCAMPER method, Six Thinking Hats, ERIC matrix.

We encourage you to review this document for ideas and strategies!



Using AI



Here are some tips and best practices to share with students based on JA's AI guiding principles:

Ethical AI Use

- Students should be aware of its limitations – AI can and will make mistakes!
- AI tools like text generation (ChatGPT) or multimedia AI can be a good starting point for inspiration, first drafts, research, etc. However, all information generated by these tools should be fact checked and verified
- Discuss with students how to critically evaluate AI-generated content – this is a great way to develop critical thinking and analysis skills.
- The goal is to create original content always

Transparency and Accountability

- Students should be transparent and disclose any use of AI tools with their team. All tools should be discussed with the team, including advisors before proceeding. Lack of transparency and accountability may affect the team's standings for Company Program awards

Data Privacy and Security

- Encourage safe usage to protect privacy. For example, any data input into a generative AI tool should be treated as an external disclosure (i.e., never share persona or confidential information online)

Prioritize Learning

- AI should be used to enhance learning, not replace or take away from it – discuss with students the importance of them doing the work themselves versus simply relying on AI





Executive Elections



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Executive Elections

Executive Elections

- **Standardized process** – application form and presentation – you can make additions/modifications as needed
- Elections can take place between **Weeks 3 or 4 / must be completed no later than Week 4**
- Teams can decide whether to select their product or elections first
- Advisors vote (1 advisor vote = 2 student votes)

During your first meeting with students:

- Review **executive roles** and **election process** with students starting from Week 1.
- Let students know whether elections will take place in Week 3 or 4 and if there are any additional requirements for their application. Remind them to submit their application by Week 2.



Executive Elections

7 Elected Executive Roles:

- President
- VP of Finance
- VP of HR
- VP of Marketing
- VP of Production
- VP of Sales
- VP of Technology

***If role is not listed here, they are not invited to Student Management Training (i.e., CSR, Health & Safety, etc.)

– *Please note that co-leads/executives are **NOT permitted**



– Students elected to one of the 7 executive roles above will be required to attend our mandatory in-person **Student Management Training** on Saturday, December 7



Executive Elections



- Students not elected to executive roles will select a department to support and a job title.
- Each executive member must also assign a **“second-in-command”** in their department. Executives can work with advisors to identify this individual based on several factors (i.e., select from those working in the same department, runner ups in the elections, etc.)
 - The “second-in-command” can have any relevant title (ie: Marketing Officer)
 - This role will work closely with the President and/or VPs and will step in in the event the elected executive member is not able to perform their duties (due to illness, absence or if the executive is no longer able to participate in the program).
 - In the event the elected executive is not performing their responsibilities, they should be given opportunity to improve, however, the “second-in-command” can support and step in as needed.
 - We encourage you to identify the “second-in-command” as soon as possible; the list should be included in the students’ business plan.





Wages, Shares & Fixed Costs



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Wages, Shares & Fixed Costs



Wages:

- Mandatory for all teams - as low as \$0.50 per student per meeting.

Shares:

- Priced at \$5 to \$30 maximum
- If team is selling preferred shares, the maximum that can be raised is \$300 in preferred shares.
- Advisors are eligible to purchase preferred shares only.

Fixed Costs:

- \$200 split into two instalments; 2nd payment may be waived if the team does not make a profit
- 10% Sales Profit Tax applicable for teams making a profit of \$500 or more

Sponsorship & Partnerships:

- Sponsorship can be a form of in-kind or monetary revenue for the team
- Please review the sponsorship guidelines
- Requirement to complete a form with list of prospects to JA
- JA to provide messaging template for teams



Collecting Shares & Banking



How are shares collected?

- Electronic transfers are encouraged to collect shares from students

What if a student cannot afford the share payment?

- Let JA know privately and confidentially – JA will work with them to make their share payments

Confidentiality:

- A student's financial circumstances should be respected and kept in confidence.

Banking:

- No changes this year – advisors will be required to open a bank account for the students – info to be shared.





Company Program Events & Awards



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Company Program Events

Throughout Company Program, students will be offered the opportunity to attend exciting networking and learning events:



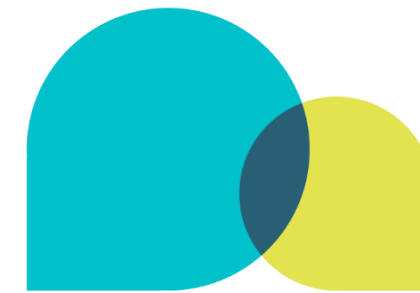
**Student Management
Training (SMT)**

(in-person)



Trade Show

(in-person)



Interview Night

(in-person)



ventureON

(virtual)



Company Program Awards

At the end of the program, students will be offered the opportunity to apply for individual and group awards.



Individual Awards



Group Awards



**National &
International Awards**



Team Challenge Award

Teams can collect points for:

- Participating in various activities and challenges
- Having high attendance
- Meeting deadlines
- Other activities outlined by JA

Added challenge point activities will be communicated in the weekly emails.

The team with the most points at the end of the year wins.

Tips:

- Assign someone on the team to stay on track of the team challenges.
- Ensure that students and advisors review the weekly emails for updates.





Q&A



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Break 5 minutes



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05:00

COUNTDOWN



Empowering Youth



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JA's Theory of Change

We empower young people with the confidence, connections and skills to succeed.

Self-efficacy is at the centre of JA's theory of change.

The Cycle of Self-Efficacy:

Learning by doing: Mastering skills through hands-on experiences

Working with role models: Observing others with self-efficacy being successful

Developing optimism: Hearing that others believe in your ability to succeed



“People who believe they will succeed are more likely than others to actually succeed.”

- Professors Alfred Bandura and Icek Ajzen



Youth Brain Development



Their brains are developing

- A teenage brain is still developing and fine-tuning
- The brain does not finish maturing until the mid-to-late 20s



They need patience, compassion, and lots of reminders!

- Prefrontal cortex is one of the last parts to mature. This area is responsible for skills like planning, prioritizing and making good decisions.



They need a sense of connection and community

- Learning experiences and social connections have a profound effect on a teen's development



Developmental Relationships



EXPRESS CARE

Show me that I matter to you.

Be dependable

Be someone I can trust

Listen

Really pay attention when we are together

Believe in me

Make me feel known and valued

Be warm

Show me you enjoy being with me

Encourage

Praise me for my efforts and achievements



SHARE POWER

Treat me with respect and give me a say.

Respect me

Take me seriously and treat me fairly

Include me

Involve me in decisions that affect me

Collaborate

Work with me to solve problems and reach goals

Let me lead

Create opportunities for me to take action and lead



CHALLENGE GROWTH

Push me to keep getting better.

Expect my best

Expect me to live up to my potential

Stretch

Push me to go further

Hold me accountable

Insist I take responsibility for my actions

Reflect on failures

Help me learn from mistakes and setbacks



EXPAND POSSIBILITIES

Connect me with people and places that broaden my world.

Inspire

Inspire me to see possibilities for my future

Broaden horizons

Expose me to new ideas, experiences, and places

Connect

Introduce me to people who can help me grow



PROVIDE SUPPORT

Help me complete tasks and achieve goals.

Navigate

Guide me through hard situations and systems

Empower

Build my confidence to take charge of my life

Advocate

Stand up for me when I need it

Set boundaries

Put limits in place that keep me on track



Entrepreneurial Resilience



As an advisor, you are not responsible for being a mental health expert or providing mental health support to students.

- Reach out to JA for additional support and resources that can be shared with students

- JA Campus offers optional resources and activities per phase that you can review:

Explore topics on:

- Building courage and empathy
- Relationship building and teamwork
- Creativity
- Navigating failure ** this might be a good one to cover to embrace failure as part of the learning process!*
- Self-awareness and self-reflection
- Decision-making and Conflict Management
- Adaptability and Stress Management
- Mindfulness
- Growth mindset





Guest Speakers



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Guest Speaker: Advisor



Christine Davis

Vice President, TD Securities

- JA Company Program Lead Advisor for more than 6 years
- JA Company Program Advisor Hall of Fame



Guest Speaker: Christine Davis

Getting Started

- Familiarize yourself with resources and materials
- Understand the journey ahead
- Invest in preparation
- Lay a strong foundation
- Understand your students' goals & motivations

Staying on Track

- Team communication
- Participation & engagement
- Activities & Icebreakers
- Ongoing check-ins

Remember...

- The Advisor role
- Creating a safe & welcoming environment
- Have fun!



Guest Speaker: Student



Kavish D.

Grade 11 Student

2nd year JA Company Program Student

- President of Cosmos Canvas (2023-2024)
- Winner of the Changemaker Award 2024



3 Pillars of Mentorship that helped me at JA:

- **Providing support**
 - encouraging us to think out of the box by asking questions
 - helping us understand the timeline
- **Discussing the importance of goal setting**
 - supporting us with defining our personal and company goals
- **Building community**
 - teambuilding from the beginning
 - motivating the team to drive their company to success through teamwork



2026 Graduate

Team 25 Member (This Year!)

- **Cosmos Canvas President 24'**
- **Changemaker Scholarship 24'**
- **Sales Pitch Winning Team 24'**
- **2nd year in Company Program**



Q&A



JA
Central
Ontario

Member of
JA Canada

Advisor Networking Breakouts

Breakout Session – 10 minutes

**We invite you to engage in the breakouts by turning on your camera!*

- Share your name, place of work and/or industry/profession
- **If you're a new advisor**
 - Share a mentorship experience you've had in the past (as a mentor or mentee), how did it impact you?
- **If you're a returning advisor**
 - Share an *ah-ha* moment you had with your students as an advisor

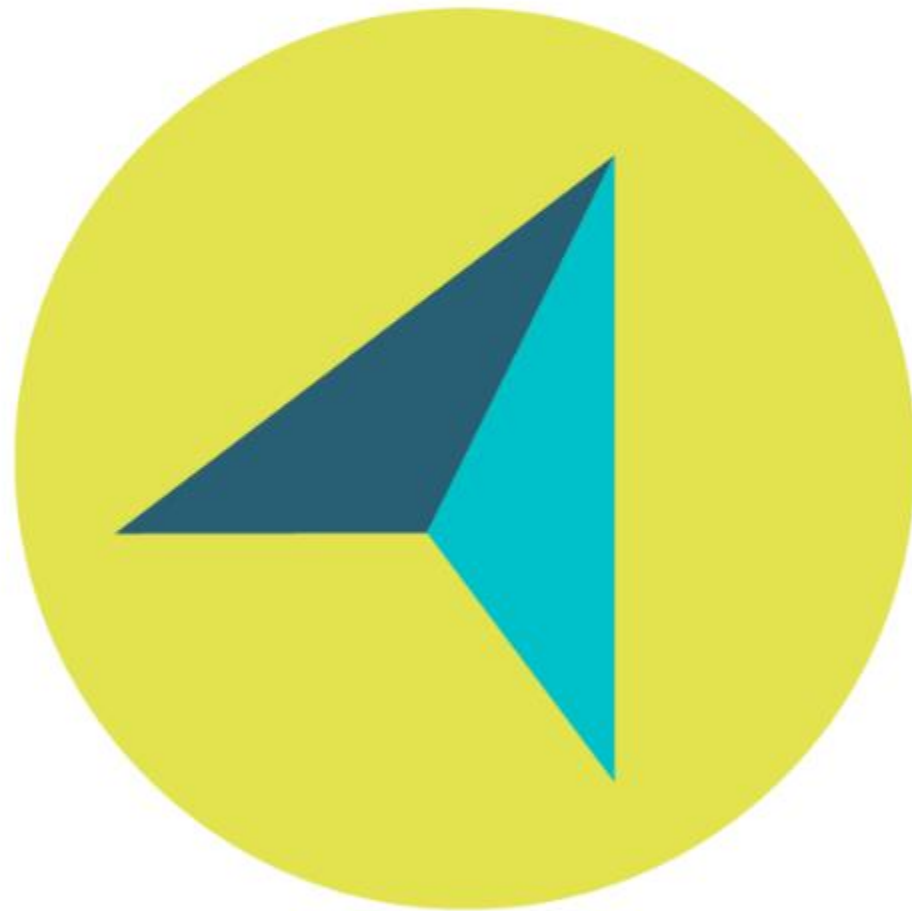


Next Steps

- Complete **Vulnerable Sector Check** requirements ASAP (follow instructions from JA)
- Sign onto the **JA Campus**
- **Meet with your advising team** to review and prepare materials to facilitate your first meeting
- **Send out your welcome email** to your student and parent list before November 4
- Program starts the week of **November 4 to 8!**



THANK YOU!



Instagram

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