

# Let's Upskill Together @ERB

Ethnic Minorities



# SKILLS





## Dedicated Courses

The Employees Retraining Board (ERB) offers diversified training courses covering vocational and professional education and training, technology applications, and workplace generic skills training to help ethnic minorities integrate into the society and strive for the well-being of themselves and their families. Eligible persons can apply for courses based on their interests and training needs.

### Placement-tied Courses

- Generally offered in full-time mode, courses are dedicated for the unemployed and non-engaged, and are offered free-of-charge
- Eligible trainees can apply for retraining allowance and are provided with placement follow-up services for at least three months (for those courses which are conducted in English, the placement follow-up period lasts for six months)

### Skills Upgrading Courses and Generic Skills Courses

- Courses are generally offered in half-day / evening mode, and are fee-charging. The unemployed and in-service workers can apply for the courses. Eligible trainees can apply for course fee waiver or fee subsidies according to their income levels
- Skills Upgrading Courses enhance the skills competency of trainees and foster their attainment of multi-dimensional skills
- Generic Skills Courses cover cross-industry foundation skills, including IT Applications, Vocational Cantonese and Putonghua, Workplace Chinese, Personal Attributes, Job Search Skills and Career Planning, etc.

### Youth Training Courses

- Courses are dedicated for the non-engaged youth aged between 15 and 29, and are offered free-of-charge. Eligible trainees can apply for retraining allowance and are provided with placement follow-up services for six months
- A wide variety of courses are offered to youths to cater for their diverse study and career development needs

ERB provides vocational skills training for trainees of the “Youth Employment and Training Programme” (YETP) of the Labour Department. YETP trainees may enrol in a variety of ERB training courses\* including the Youth Training Courses through Career Advisors of the YETP. The Labour Department will provide career development and relevant follow-up services to YETP trainees.

\* Placement follow-up service and retraining allowance for regular ERB Placement-tied Courses are not applicable to YETP trainees. For details of training allowance provided by the YETP, please visit the YETP’s website ([www.yes.labour.gov.hk](http://www.yes.labour.gov.hk)).



## Training Support Services

- Interpretation services in class provided by teaching assistants who can speak English and ethnic minority languages are arranged where necessary to enhance the effectiveness of learning
- Training Support Services Subsidies are available for training bodies to develop supplementary training materials and provide learning support services to ethnic minorities who can speak and comprehend Cantonese
- Courses conducted in English or Cantonese and supplemented with English training materials
- Course Prospectus in English and course leaflet in English and eight ethnic minority languages to foster awareness of ethnic minorities regarding the available training opportunities



## Other Support Services

ERB provides different support services to assist ethnic minorities in acquiring training and employment information and enrolling in ERB courses.

### ERB Service Centre

- The “ERB Service Centre” provides an overview of ERB courses, handles general enquiries on training courses and provides course enrolment service
- Dedicated workshops and activities are organised for ethnic minorities. Training consultancy service and “Training and Career Needs Test” are available to facilitate ethnic minorities to identify suitable training options

### ERB Service Spots

- ERB has set up “ERB Service Spots” in collaboration with social service organisations to provide enquiry and enrolment services for ERB courses, organise industry seminars and taster courses, and assist members of the public to sign up for training consultancy service. Staff of the operators will be present at each ERB Service Spot on a regular basis to provide personal assistance

### “ERB Training Net” Course Search Terminals

- ERB has set up “ERB Training Net” course search terminals at the district level, including the ERB Headquarters, the “ERB Service Centre”, “ERB Service Spots”, Labour Department Job Centres, and designated non-governmental organisation partners. Members of the public can obtain information on ERB courses, training centres, services and activities as well as register for training consultancy service through the terminals

## Training Consultancy Service

- Training Consultants will arrange interviews to assess the training needs and job aspirations of service users, providing personalised support and advice on suitable ERB courses, and assisting them to apply for the courses. Training Consultants also reach out to district organisations to assist specific service targets to acquire information on the training and employment front

## District-based Activities

- ERB sponsors training bodies to organise district-based promotional activities including promotional activities for courses and relevant industry opportunities, promotion booths, district guided tours, course experience activities, online activities as well as dedicated activities for specific service targets to disseminate training and employment information to members of the public (including ethnic minorities)

ERB co-ordinates, funds and monitors training courses and services provided by about 80 training bodies. The service targets of ERB are eligible employees of Hong Kong aged 15 or above. ERB endeavours to provide “skills-based” training to help trainees map out their progression ladder and nurture talent for various industries.



## Contact Us

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