



● Information sheet:

Second language learning

There are many ways to learn or maintain a second language. This section looks at different approaches aimed at developing second language skills.

Language Training

Language training is an effective way to improve your organization's capacity to offer services in both official languages.

Several training options may be considered.

- Language courses offered outside of the organization by private language schools, colleges, universities, local school boards
- Tailor-made courses offered on-site
- Self-teaching courses (Internet, video tapes, audio cassettes, software packages, etc.)
- Distance training

When considering a program for employees of your organization, consult the "**Language training checklist**" **practical tool**.

Language maintenance

Maintaining your second language skills doesn't always require a formal language training program. There are many ways to practise second language skills without even leaving the comfort of your own home! Listen to the radio, watch a television program or play a word game in your second language. Consult the "**Practising second language skills**" **practical tool** for a wide variety of suggestions designed to help you improve your second language skills.

Professional placement or exchange

To improve your language skills, consider going on a placement with an organization that operates in your second language. To ensure an enriching professional experience, choose an organization that has a mandate similar to your own. A reciprocal exchange of staff or volunteers between similar or complementary organizations may also be an option.

Additional resources

The following Canadian database will lead you to:

- Language training organizations (private and public) listed by province or territory
- Thousands of second language educational resources to practise and improve your skills

LangCanada.ca

www.langcanada.ca

Official Languages Publications and Guides – Public Service Human Resources Management Agency of Canada

Ten Benefits of Learning and Using Another Language

Tips for Maintaining Your New Language Skills – Booklet giving examples of activities to maintain new language skills.

www.hrma-agrh.gc.ca/ollo/tools-outils/pg/index_e.asp#10