

## JANE COLLINS

Jane Collins CPA, CA, HBA  
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www.willingchangecourses.com

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My work is to facilitate the changes, shifts and transformations that that you want to see in your life. As a facilitator my purpose is to give you something to think about—not to tell you what to do. I help readers and students to develop a perception of self, others, and the world that **works for them**. I share alternative ways of thinking, responding, and observing.

### **FACILATATOR & TEACHING EXPERIENCE**

From Mohawk College classrooms to the offices of Small Business Development agencies to the homes and offices of course participants, my work has been well-received; many endorsements have been provided to attest to their change facilitation effects.

**Mohawk College** - Hamilton, Ontario – 1999 to 2010

Instructor in classroom and distance education – Three levels of Applied Accounting

**OntarioLearn**, Mohawk College - Hamilton, Ontario – 2004 to 2006

Facilitator - Get Organized for Small Business Owners - Online Course - Developed the course outline and all materials

**Continuing Education Facilitator** for Registered Insurance Brokers of Ontario (RIBO), and Canadian Professional Counsellors Association (CPCA)

Developed accredited home-study courses and workshops based on *Willing Change* and several publications developed by Jane Collins

**Writing Coach** – 2018 –

Jane works with aspiring writers to find their inspiration through workshops and as a coach with individuals

**Workshops** – 2000 –

Workshop materials developed and workshops presented to new business owners, non-profits, and college-level students regarding financial literacy, business success mindsets, management roles, and organizational skills.

CROSS TRAIN YOUR MIND – Be both Sensible AND Insightful

Self-Employment Success – based on the *Willing Change Workbook* by Jane Collins

Self-Motivation – Developing mindsets to take action and move forward

Handling Change at Work – Helping employees cope with workplace restructuring

Business Sense Initiatives - Bookkeeping and budget training based on materials developed by Jane Collins

Bookkeeping Step by Step – Delivered to Mohawk College and several non-profit Community Development Corporations

Budget Basics for Non-Profits - Workshop delivered through Mohawk and Niagara Colleges

**EDUCATION**

Chartered Accountant Designation, 1981

Honors Business Administration, University of Western Ontario, 1977

**Continuing Education**

Dale Carnegie

Teaching Adults - Niagara College, Niagara-on-the-Lake, Ontario

Literacy Tutor Training - Haldimand - Norfolk

Writing for Publication - Niagara College, Welland, Ontario

Grammar - Niagara College, Welland, Ontario

Writing for Children - Niagara College, Welland, Ontario

**AUTHOR**

As an author my published works include one non-fiction book, *Willing Change*, (Jane Collins), accredited by Curriculum Services Canada, and two fiction novels, *Perspectives* and *Perceptions*, (Jane Vlasblom).

***Willing Change***

Published by Burnstown Publishing House, Burnstown, Ontario – 2010

***Self-Employment Success, a Willing Change Workbook***

Published by Burnstown Publishing House, Burnstown, Ontario – 2011

**Articles**

Various travel, general interest, and business articles, published in daily newspapers and business publications

**BUSINESS OWNER****Jane Collins Publications (JCP) 1995 –**

JCP offers Continuing Education and publications that educate and inspire including, [How to Accomplish More with Less Effort](#), [Bookkeeping Step by Step](#), and [Get Organized for Small Business Owners](#).

**Jane Collins Chartered Accountant 1995 - 2010**

Offered full accounting and tax services for small businesses, internal audits, and administrative systems design for Credit Unions.

**PAST EMPLOYMENT**

**Manager** of Finance and Human Resources – Children’s Aid Society Haldimand

Responsible for all financial reporting to Province, budgets, staff management

**Business Auditor** – Canada Revenue Agency

**Chartered Accountant** – Touche Ross

**COMMUNITY CONTRIBUTIONS**

DREAM Program, Dunnville - Created curriculum and mentored group of students grades 9-12

Ontario Press Council Member – 2003 – 2010

Member of Dunnville Rotary Club – 2007 – 2011, Treasurer