isans | Immigrant Services Association of Nova Scotia

Ritu Ganju, Team Lead & Coordinator, Professional Mentorship Program
Kyle Turner, Coordinator, Employer Engagement

BEST PRACTICES

PROFESSIONAL MENTORSHIP, PROFESSIONAL PRACTICE & EMPLOYER ENGAGEMENT

Vision and Mission

A community where all can belong and grow

Helping immigrants build a future in Nova Scotia

Who We Are

Our staff are dedicated, diverse, highly professional, qualified and experienced in their field

- Serving immigrants for over 38 years
- Connecting immigrants with employers
- Connecting immigrants with the community

7,563 clients served last year

2,967 new clients

728 active volunteers

259 qualified staff

100+ countries of client origin

100+ NS communities served

64 countries of staff origin

73 languages spoken by staff

Strategic Priorities

- ✓ Empower immigrants
- ✓ Value and support our Staff
- ✓ Engage partners and community
- ✓ Champion a more inclusive and welcoming province

How We Do It

ISANS provides the full range of programs and services along the settlement and integration continuum

- Client-centered, strength based
- Customized & strategic
- Flexible, responsive & accessible
- Integrated
- Community partnerships

Professional Mentorship Program

Overview

ISANS Professional Mentoring program brings together skilled immigrants and established professionals in occupation-specific mentoring relationships.

Program Structure

Profession specific

- One-to-one matching

Communications

- In-person meetings

Skype sessions

- Scheduled phone-calls and emails
- Minimum of 6 in-person, face-to-face meetings build the mentoring relationship

Approximate duration

- 3-4 months

Referral Process

Intake

Employment Counselling

Mentorship Program
Professional Practice
Practice Interviews

Language Training

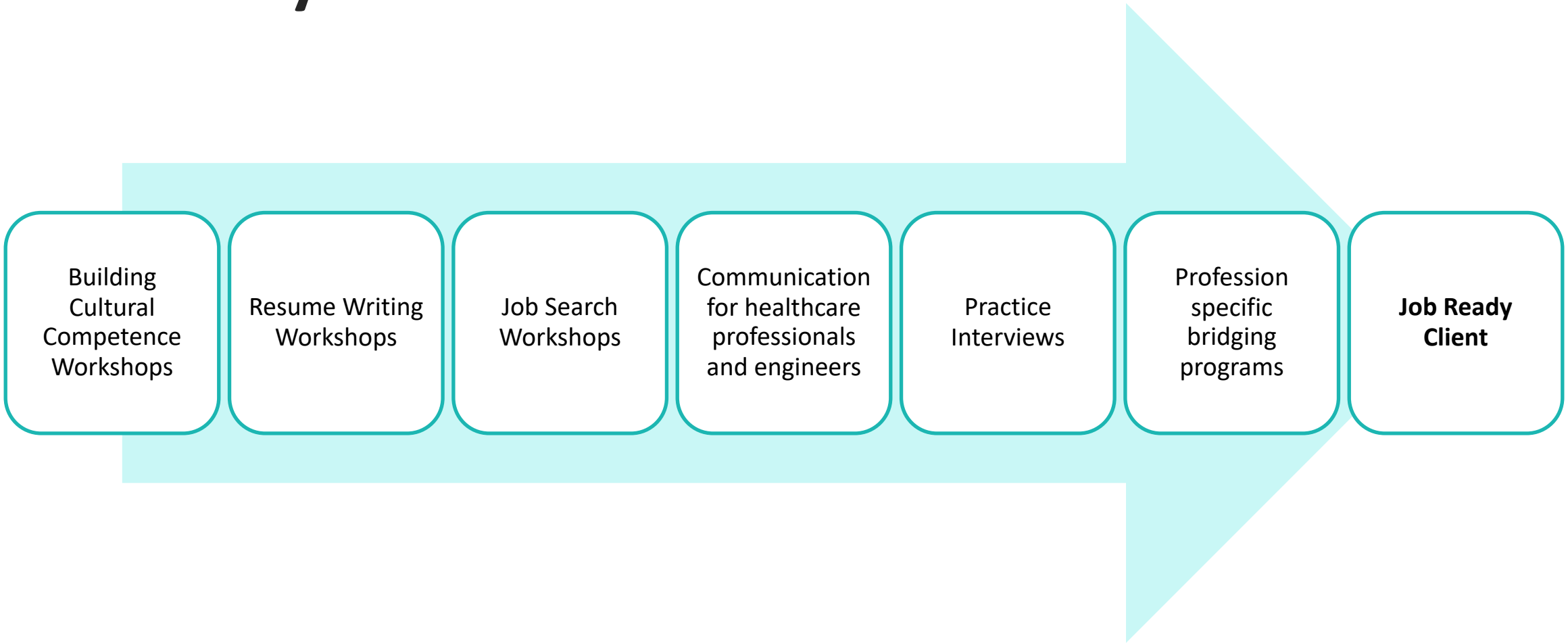
Resume Writing

Pre-employment Workshops:

- Job Search
- Interview skills
- Computer Training

Job Ready!

Job Ready Client?



The Matching Process

- Job ready client intake and orientation
- Recruiting and training professional mentors
- Match mentor with mentee (profession, interest and personality)
- Program Evaluation
- Mentors lead and guide mentees
- **Mentors are not expected to find employment for mentees**

Mentors

Have a combination of knowledge and business experience.

Are well established professionals with a reputation for developing others.

Qualities include:

- Sensitive and respectful
- Good listener
- Open-minded
- Encouraging

Mentees

Internationally trained professionals with language, knowledge and business experience

Qualities include:

- A willingness to listen, learn and share
- Actively seeking employment
- Serious and committed
- Able to maintain professional conduct without the expectation of a job offer

Benefits for Mentee and Mentor

Benefits for the Mentor

- Opportunity to share skills and knowledge
- Development of leadership and coaching skills
- Intercultural and cross-cultural awareness
- Professional development credits: e.g. Certified General Accountant (CGA) and Human Resources Professional Association (HRPA)

Benefits for the Mentee

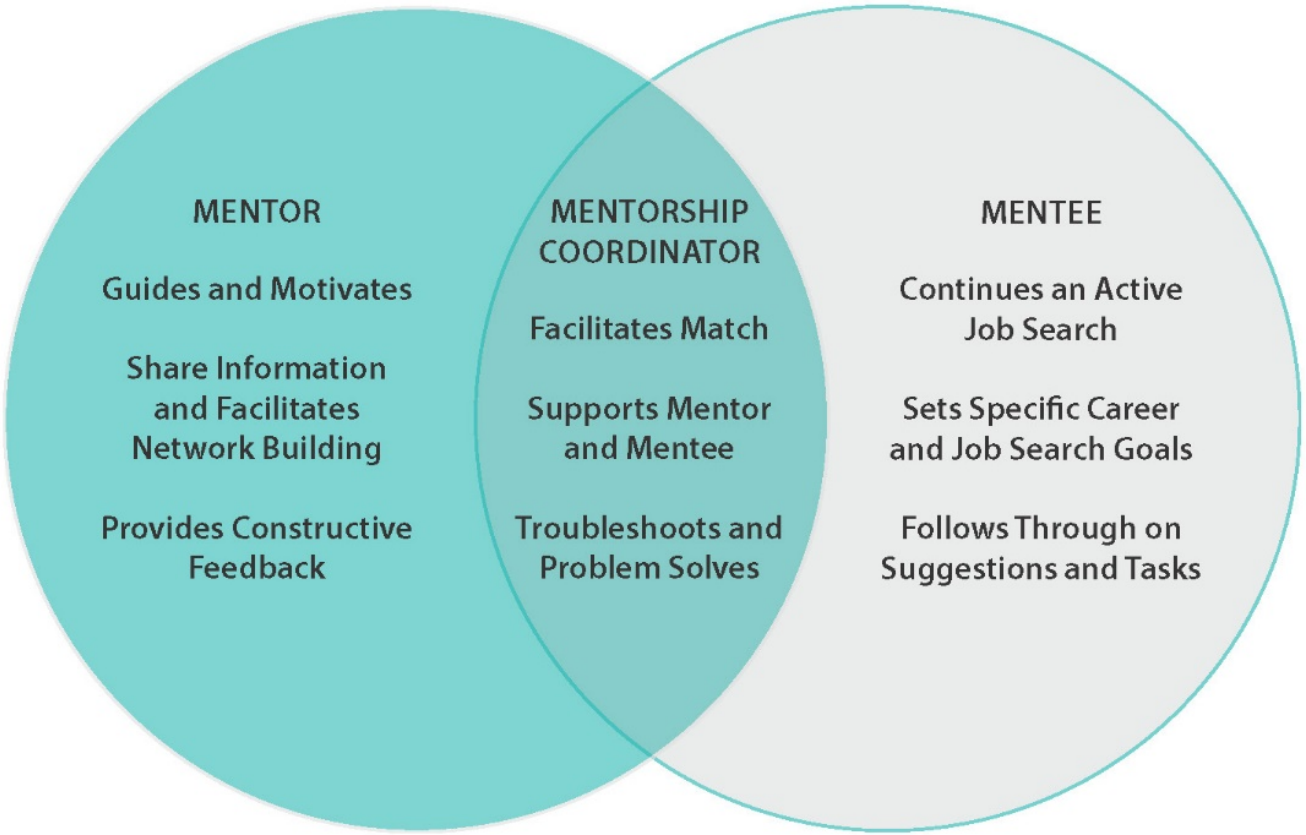
- Improved skills
- Increased self-confidence
- Increased motivation
- Get local references
- Establish professional networks

Pre-Arrival Mentoring Support

- Develop realistic understanding of the opportunities and challenges mentees may face
- Mentees make better informed decisions about the choices available to them
- Mentees become better equipped to secure appropriate employment

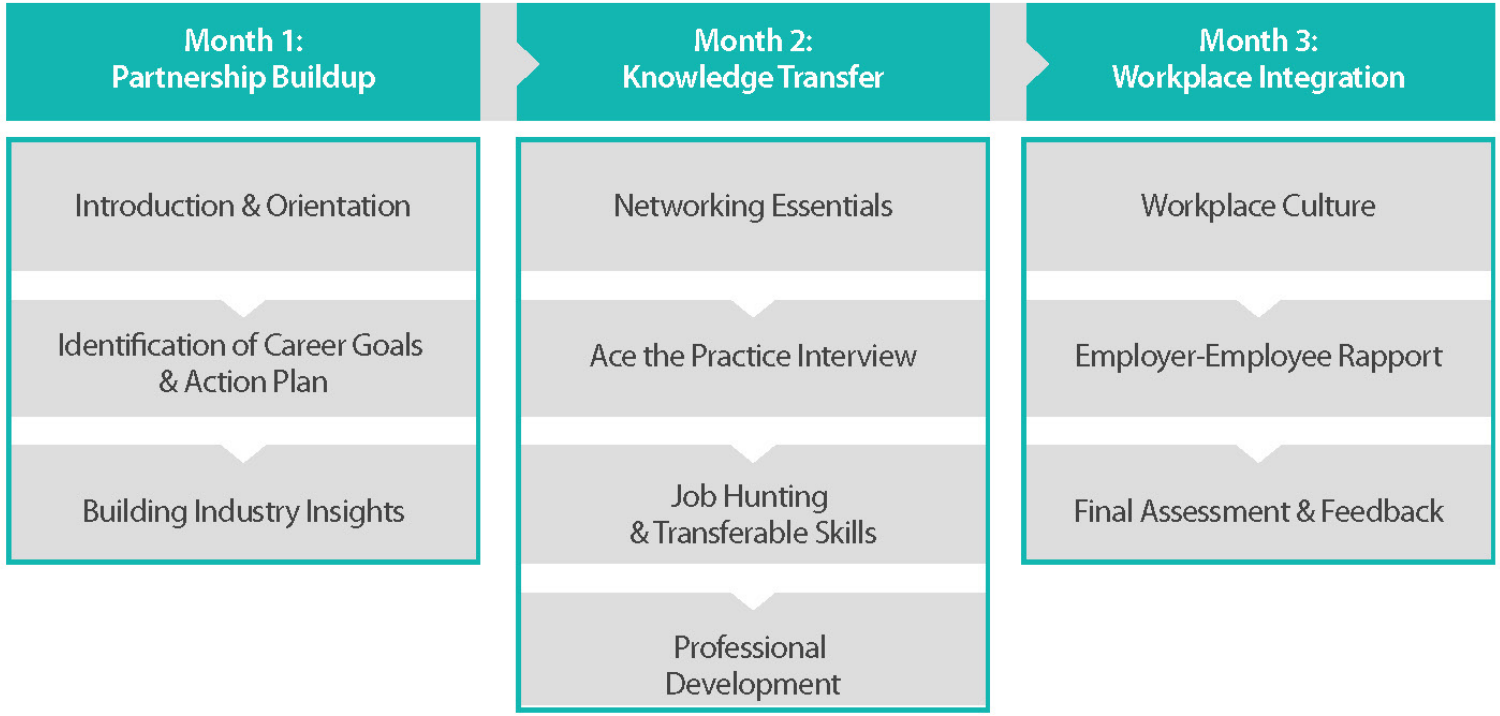
Relationship Responsibilities

- Mentors and mentees loo forward to a productive and rewarding mentoring partnership.
- Building an open and enjoyable relationship of mutual respect is key to achieving the goals.

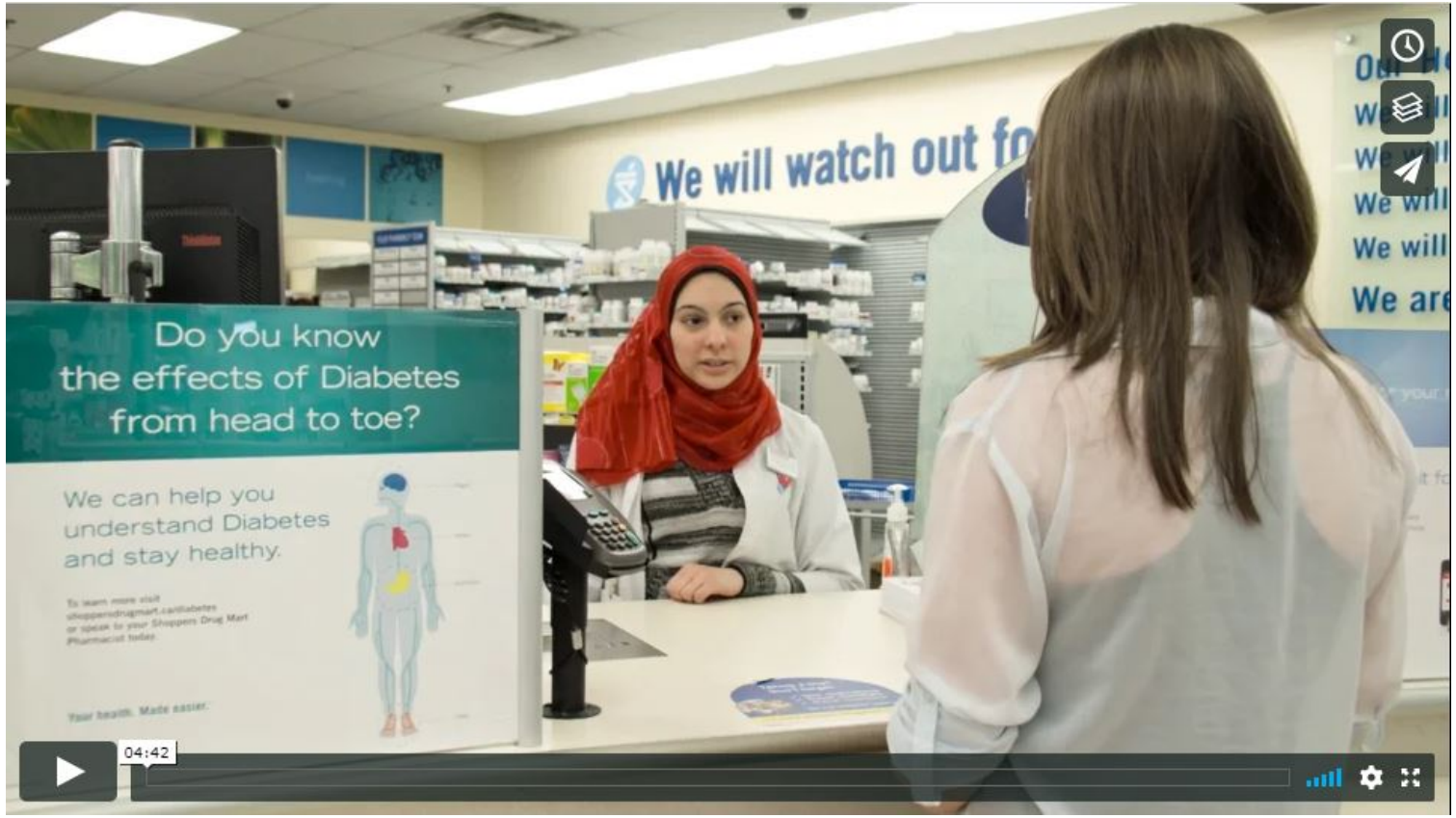


Mentorship Program: Roadmap

The Mentorship Program is structured to be profession specific, one to one matching, interacting through a minimum of 6 in-person meetings spread over a 3 month mentoring period



ISANS Professional Mentorship



[Video]

Testimonial

"My relationship transcends a mentor-mentee relationship. He is deeply concerned about my well-being and that of my family. He did not only provide assistance towards my search for a job but also provided advice on settling into the new community.

All these show that he is interested in the future of my family beyond the mentorship program. He is always available and accessible and is not just a mentor to me, he is family."

Professional Practice Program

Assess a Potential Employee for up to Six Weeks at No Cost

Clients

- Earn a reference for ongoing job search
- Meet peers and expand local network
- Discover what it's like to work in Canada

Employer

- Low-risk opportunity to assess potential employee
- No obligation to hire
- ISANS covers workplace injury

Best Practice

Focus on precise matches:

- Clients can demonstrate a wide range of capabilities
- Hosts can extract the most value

Engage smaller organizations and businesses:

- More likely to need the help, but who might have a smaller budget to hire

Match clients to organizations keeping in mind:

- Personalities of client and host
- Client's language level
- Hosts previous placement experience

Professional Practice Employers

Nova Scotia POWER An Emera Company

Lawtons DRUGS

HERCULES SLR INC.

DSRA

ATLANTIC CENTRAL LEAGUE SAVINGS AND MORTGAGE

over the EDGE

BIG ERICS

BBB

SHANNEX

KERR GROUP of companies

CFIA·ACIA

YWCA HALIFAX

STREAM FINANCIAL — YOUR FINANCE DEPARTMENT —

HALIFAX

NOVA SCOTIA EDUCATION AND EARLY CHILDHOOD DEVELOPMENT

Employer Engagement & Support – Best Practices

ISANS helps employers build strong and diverse workplaces

- Qualified candidate referrals
- Skills Match online recruitment tool
- Professional Practice program
- On-site recruitment
- Workplace culture workshops
- Professional mentorship
- English in the Workplace

Skills Match Online Recruitment Tool

Tap into the international talent of immigrants in Nova Scotia

ISANS Skills Match features pre-screened, internationally educated professionals who have the skills you need. ISANS clients have worked with an employment specialist and are ready to work in Canada.

Skills Match - Benefits

- Time-efficient
- Confidential
- Free of cost to the employer
- Access to qualified, pre-screened immigrant talent pool across the province
- Opportunity to post jobs and search resumes using key words
- Employer flexibility - you can post jobs and view immigrant talent at your convenience
- Employers will have an opportunity to learn about other Employer Support Programs available at Immigrant Services Association of Nova Scotia

On-Site Recruitment & Information Sessions (ORIS)

- A meeting with a number of suitable immigrant candidates at ISANS
- An opportunity for information exchange and networking
- Ending with a face to face speed interviews

On-Site Recruitment – Best Practices

Recruit and Retain

Employers like RBC and Sobeys have built these sessions into their recruitment strategy, many employers participate in 4 sessions per year.

ISANS helps employers speed up their recruitment process by connecting them to potential employees.

ORIS Testimonial

I just wanted to thank you for hosting another successful recruitment afternoon for us. Robert and Colin both agreed that it was a very productive afternoon and we would like to continue to hold them a couple of times a year if you will continue to have us.

As a quick update for you, we offered Vijay Ahuja a role with us on Friday last week as a direct result of meeting him Wednesday. We also have started to line up a few more interviews with the candidates that we spoke about. Thanks again.

Rachael Pascall ~ Manager, Human Resources, MUFG Investor Services

Workplace Culture Program

The **Workplace Culture Program** helps Nova Scotian employers:

- better understand the benefits of hiring international talent
- understand the importance of immigrant experience in the workplace
- learn methods to improve intercultural competence and retain immigrant employees.

Workplace Culture Program

Services offered:

- Live webinars
  - Benefits of a Diverse Workplace Culture for all staff
  - Leveraging your Workplace Culture for management
- Workplace culture assessments
- Workshops at your worksite
- Consultations

The program is province-wide and relationship focused

Employer Advisory Council

Provide advice and perspective to ISANS Employer Support Services on its policies, programs and services which may affect, influence or support economic growth within Nova Scotia

- Impact
  - Skills Match e-recruitment tool
  - Workplace Culture Program (flyers to program delivery)
  - Professional Practice Program (Work Placement Program)

What you need to know to strengthen and diversify your workforce

- ISANS helps you as an employer, tap into the rich pool of immigrant talent in Nova Scotia.

- We can help you meet your human resource needs by connecting you to potential employees in a number of ways

Video

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Ritu Ganju | 902.406.8662 | rganju@isans.ca
Kyle Turner | 902.406.8850 | kturner@isans.ca

Questions?