



## EMPLOYMENT SUPPORT SERVICES

The Employment Supports Coordinator of the Partners in Employment operations provides overall case management services for individuals who are employed and their families.

The services are available to employees and employers within the following boundaries:

- East to the Manitoba Border
- South to Kipling
- West to Lanigan
- North to Rose Valley

This services offered include:

### **1)Personal Identification Services**

- Social Insurance Numbers
- Personal Health Number
- Banking
- Licenses
- Credential approvals

### **2)Job Maintenance Service**

- Task Analysis
- Job coaching
- Job interventions

### **3)Referral Service**

- Vocational Services and Training

-Educations

-Vocational Life Skills Instruction

- |                              |                        |
|------------------------------|------------------------|
| ● Goal setting               | ● Time management      |
| ● Budget management          | ● Nutrition            |
| ● Communication skills       | ● Hygiene and grooming |
| ● Assertiveness training     | ● Problem solving      |
| ● Anger management           | ● Decision-making      |
| ● Employer expectations      | ● Self-esteem          |
| ● Attitude                   | ● Work ethic           |
| ● Creating a support network | ● Self awareness       |

- Vocational Evaluation
- Pre-employment Training
- Career Preparation and Employment (CanSask/ Partners in Employment)
  - Career Planning
  - Skills Assessment
  - Resume Writing
  - Application Forms
  - Networking/ job development
  - Job interview Preparation
- Trusteeship
- Mental/ Physical Health
- Family Counseling
- Government Services
- Addictions

#### **4)Community Awareness Services**

- Transportation
- housing
- Child care
- Spiritual
- Shopping
- Leisure/entertainment

#### **5)Language Services**

- Translation
- ESL- referrals

#### **6)Employer Education**

- Sensitivity Training
- Alternative approaches

#### **7)Integration Services**

- Connections to the community
- Volunteer mentors

#### **For more information, contact:**

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