

## > RESOURCES

You are encouraged to contact Hire Immigrants Ottawa for further discussion or information on any aspect of this Guide:

**[http://www.hireimmigrantsottawa.ca/?page\\_id=5&language=en](http://www.hireimmigrantsottawa.ca/?page_id=5&language=en)**

Hire Immigrants Ottawa  
363 Coventry Road, Ottawa ON K1K 2C5  
T: (613) 228-6700 F: (613) 228-6730  
[info@hireimmigrantsottawa.ca](mailto:info@hireimmigrantsottawa.ca)

The Ottawa Job Match Network (OJMN) is a partnership between LASI World Skills, Algonquin College, the National Capital Region YMCA-YWCA and Hire Immigrants Ottawa. Their staff works with internationally-trained individuals at three Ottawa locations whose services provide full preparation for newcomers entering the Canadian workforce. The OJMN connects Ottawa's employers to a richly skilled and diverse pool of job-ready candidates. You are encouraged to contact the Job Match Network for further discussion or information about recruiting qualified immigrants for specific job openings in your organization, or with specific inquiries about cross-cultural issues.

The Ottawa Job Match Network  
T: 613-233-0453 ext. 325  
[ojmn@ottawa-worldskills.org](mailto:ojmn@ottawa-worldskills.org)

### OTHER EMPLOYER GUIDES

- The Government of Manitoba Immigration website has produced a guide to hiring immigrants for employers. It provides a good outline that you can adapt to the Ontario environment as necessary.  
**[http://www.hireimmigrantsottawa.ca/downloads/Manitoba\\_Guide.pdf](http://www.hireimmigrantsottawa.ca/downloads/Manitoba_Guide.pdf)**

- The [hireimmigrants.ca](http://www.hireimmigrants.ca) program provides employers with the tools and resources they need to better recruit, retain and promote skilled immigrants. Several key business drivers for hiring immigrants are identified and explained.

**<http://www.hireimmigrants.ca/why>**

- The Skills Without Borders program has produced an Employers' Resource Guide that includes a section titled 'Why Should Businesses Hire Immigrants?'.  
**[http://www.hireimmigrantsottawa.ca/downloads/Skills\\_without\\_Borders.pdf](http://www.hireimmigrantsottawa.ca/downloads/Skills_without_Borders.pdf)**
- The Conference Board of Canada has produced a report titled 'Business Critical: Maximizing the Talents of Visible Minorities'. This Employer's Guide includes a section titled 'The Benefits to Organizations of Focusing on Visible Minorities'. The guide is available through the Conference Board's e-library service.  
**<http://www.conferenceboard.ca/>**

The remainder of this section provides additional references for your further investigation, following the same organization as the document itself.

### WHY HIRE IMMIGRANTS

Each of the Employer Guides listed above includes a discussion of why it makes good business sense to hire immigrants. For specific references see the box titled 'It's Just Good Business' on page 5 of this document.

The [hireimmigrants.ca](http://www.hireimmigrants.ca) initiative offers a downloadable workshop to involve key strategists in your organization in recognizing the value that skilled immigrants bring to the Canadian workforce. This workshop will help you promote discussion of business drivers and analyze strengths, weaknesses, opportunities and threats (SWOTs) to determine if, when and how your organization can benefit. See **<http://www.hireimmigrants.ca/resources/?resource=workshop&id=1>**

## LANGUAGE

The Centre for Canadian Language Benchmarks ([www.language.ca](http://www.language.ca)) is the centre of expertise in support of the national standards in English and French. These standards describe, measure and recognize second language proficiency of adult immigrants and prospective immigrants for living and working in Canada. The Centre promotes the recognition and use of the benchmarks as practical, fair and reliable national standards of second language proficiency throughout Canada in educational, training, community and workplace settings.

### **Centre For Canadian Language Benchmarks Websites:**

- **[www.language.ca](http://www.language.ca)** is the main website
- **[www.celban.org](http://www.celban.org)** is the main website for the CELBAN (Canadian English Language Benchmark Assessment for Nurses) and the online CELBAN Readiness Self-Assessment
- **[www.itsessential.ca](http://www.itsessential.ca)** is the website for information and resources about the Canadian Language Benchmarks and the Essential Skills for the Workplace
- **[elearning.language.ca](http://elearning.language.ca)** is the website for CCLB's Online Professional Development resources and the Work Ready: CLB Resource Kit for Counselling and Hiring Immigrants

The Ottawa CLB Language Assessment centre is located at the YM/YWCA. See <http://www.ymcaywca.ca/Adults/languageassessment/>

Free online ESL lessons for learners are available at <http://a4esl.org>

The Common European Framework of Reference (CEFR) provides a basis for the mutual recognition of language qualifications, thus facilitating educational and occupational mobility. It is increasingly used in the reform of national curricula and by international consortia for the comparison of language certificates. The Centre for Canadian

Language Benchmarks (CCLB) is monitoring CEFR activities and working to develop comparative mechanisms. [http://www.coe.int/t/dg4/linguistic/CADRE\\_EN.asp](http://www.coe.int/t/dg4/linguistic/CADRE_EN.asp)

## FOREIGN CREDENTIALS AND WORK EXPERIENCE

### **World Education Services-Canada (WES Canada)**

45 Charles Street East, Suite 700  
Toronto, ON M4Y 1S2 Canada  
Tel. (416) 972-0070  
Toll-free 1-866-343-0070  
Fax (416) 972-9004  
E-mail [ontario@wes.org](mailto:ontario@wes.org)  
[www.wes.org/ca](http://www.wes.org/ca)

### **The Canadian Information Centre for International Credentials (CICIC)**

95 St. Clair Avenue West, Suite 1106  
Toronto, ON M4V 1N6 Canada  
Tel. (416) 962-9725  
Fax (416) 962-2800  
E-mail [info@cicic.ca](mailto:info@cicic.ca)  
[www.cicic.ca](http://www.cicic.ca)

### **Comparative Education Service (CES)**

University of Toronto  
Admissions and Awards  
315 Bloor Street West  
Toronto, ON M5S 1A3 Canada  
Tel. (416) 978-2190  
Fax (416) 978-7022  
[www.adm.utoronto.ca/ces](http://www.adm.utoronto.ca/ces)

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**International Credentials Assessment Service (ICAS) of Canada**

147 Wyndham Street North, Suite 409  
Guelph, ON N1H 4E9 Canada  
Tel. (519) 763-7282  
Toll-free 1-800-321-6021  
Fax (519) 763-6964  
E-mail [info@icascanada.ca](mailto:info@icascanada.ca)  
[www.icascanada.ca](http://www.icascanada.ca)

**The Canadian Association for Prior Learning Assessment (CAPLA)**

PO Box 56001  
355 Slater Street  
Ottawa ON K1R 7Z0  
Tel. (613) 860-1747  
E-mail [info@capla.ca](mailto:info@capla.ca)  
[www.capla.ca](http://www.capla.ca)

**Industry Sector Councils**

Many industries have national sector councils, in addition to professional associations, that address human resource issues in their specific industry sector. Information on sector councils in general and links to each council can be found through The Association of Sector Councils (TASC) at <http://councils.org>

**WORKING WITH CULTURAL DIFFERENCES**

LASI World Skills offers a Workplace Culture Training program. The objective of the program is to provide learners with a foundation of cultural understanding as well as specific tools necessary to develop cross-cultural competence and effectiveness. Training goals include fostering the process of developing concepts and skills that facilitate changes in attitude and behaviour.

**LASI World Skills**

201-219 Argyle Ave.  
Ottawa ON CANADA K2P 1H4  
Phone: 613-233-0453  
[ws@ottawa-worldskills.org](mailto:ws@ottawa-worldskills.org)

**PREPARING YOUR WORKPLACE**

The Employers in Action highlights strategies to address the challenges faced by employers in hiring and integrating skilled immigrants at skills appropriate levels into the workforce. An implementation template enables employers to measure the outcomes of these activities. The Employers in Action is available online at [http://www.hireimmigrantsottawa.ca/downloads/EmployerInAction\\_\\_ENG.pdf](http://www.hireimmigrantsottawa.ca/downloads/EmployerInAction__ENG.pdf)

There are a number of local mentoring, internship, and bridge training programs. (see [http://www.hireimmigrantsottawa.ca/?page\\_id=6&language=en](http://www.hireimmigrantsottawa.ca/?page_id=6&language=en)). These programs help familiarize newcomers with the Canadian workplace and facilitate employers' access to the skilled immigrant talent pool. For further information contact HIO.

The hireimmigrants.ca initiative offers a number of downloadable workshops that have been developed in PowerPoint to help you implement some workplace strategies. See <http://www.hireimmigrants.ca/resources/?resource=workshop>

The Government of Manitoba Immigration website has produced a guide to hiring immigrants for employers. Pages seven and eight discuss strategies to assess company readiness. [http://www.hireimmigrantsottawa.ca/downloads/Manitoba\\_Guide.pdf](http://www.hireimmigrantsottawa.ca/downloads/Manitoba_Guide.pdf)