

FIND EMPLOYMENT

INFORMATION FOR NEWCOMERS LOOKING FOR WORK IN THE SHUSWAP

CLICK ON THE HIGHLIGHTED **LINKS** TO CONNECT WITH ANY OF THE RESOURCES THAT ARE MENTIONED

Welcome to the Shuswap! SISS is here to help. When it comes to finding work, we have a full-time employment counsellor on staff who is ready to support.

Our **Employment Counsellor** can help you:

- Understand the local labour market.
- Figure out what jobs are right for you (i.e., offer career counselling).
- Write resumes, cover letters, and online job applications.
- Find work and prepare for upcoming job interviews.
- Get/make referrals to other organizations in Salmon Arm and other cities.
- Validate credentials (**WES**) and pursue more education/training (e.g., **Foodsafe**).
- Access government benefits, such as employment insurance (**EI**) among others.
- Start your own business (**make name requests** and get approval, licenses, insurance, etc.).
- Navigate challenges, such as injuries on the job, disagreements with employers, or abuse/mistreatment in the workplace.

Protecting yourself at work

BC Human Rights Commission –

info about filing complaints in cases of discrimination

BC Employment Standards –

info about filing complaints in issues related to wages

Paid Sick Days in BC –

info about your right to sick days in BC

WorkSafe BC –

Report an injury as work and access information on workplace safety in BC

AgSafe BC – videos and information on safety in agricultural settings

Worker's Rights in BC –

info for workers from the Government of BC

Sexual harassment in the workplace –

MWC provides support to those on temporary permits experiencing harassment



Making a Resume

Building or updating your resume is a great place to start when you are looking for work. Resumes in Canada often include a professional summary, employment history, education history, contact details and references among other categories. For an in-depth break down of how to write resumes and cover letters, check our **SISS info-sheet**.



The Shuswap's Employment Landscape

The Shuswap has a growing economy with a labour shortage in many industries. Traditionally, the economy has been based on natural resources, agriculture, tourism and services such as education and health care. These sectors still represent a large portion of the economy, but there is also a growing manufacturing and tech sector in the region. Additionally, WorkBC has a great breakdown of high opportunity occupations in the region **here**.



Job Interviews

Preparing for a job interview is an important step in finding work. Applicants should research the company, practice answering some common questions, bring a copy of your resume and follow up with your interviewers afterwards.

Where to look for work:

It is best to look for work both online and in-person. Here are a few of the more active job boards for the Shuswap region:

Online - **Workforce Hub - Shuswap, Indeed- Salmon Arm and WorkBC**

In-person - **WorkBC Job Board (101/310 Hudson Ave NE, Salmon Arm)**

It is also valuable to hand out your resume in person at business you would like to work at. Simply approach the business, ask for a manager and explain who you are and why you would like to work for that particular company.

If you are on a closed permit and want to change employers, you can find an employer with an available **LMIA** and **apply to change conditions on your work permit**. If you are a visitor and want to apply for a work permit, you will need to follow the instructions for IRCC's public policy allowing visitors in Canada to **apply for an employer-specific work permit from inside Canada**

Other employment resources in the region:

WorkBC

free resume support and employment counselling

Community Futures

business start-up guidance and access to funding for entrepreneurs

Nexus Vernon - Career Paths

no cost, one-to-one job coaching for newcomers to Canada

YMCA Employment

free resume support, employment counselling, and online courses

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