



Accessibility In The Hiring Process and Beyond: Expert Advice from CASE Canada

The CDC is excited to share advice from **Nicole MacDonald, National Member Engagement Coordinator at the Canadian Association for Supported Employment (CASE)**. With her extensive experience in promoting accessibility awareness and supporting organizations with inclusive resources, Nicole brings a wealth of knowledge. In this interview, she offers practical insights on fostering an inclusive workplace culture.

When crafting job postings, how can employers ensure that the language used is inclusive and takes into account the diverse needs of students with disabilities?

To craft inclusive job postings for students with disabilities, employers should focus on skills, use respectful language, and offer various accommodations. Highlight essential skills over physical requirements, use person-first language such as "person with a disability" instead of terms like "disabled" or "handicapped," and include information about workplace accessibility and available accommodations in the job posting. Providing alternative methods to apply for the job, choosing clear fonts, and being open to additional accommodations creates a welcoming environment that attracts a wider talent pool.

In the hiring process, what steps can employers take to make interviews more accessible for candidates with disabilities?

Making interviews accessible involves simple adjustments that can make a big difference. Offering flexibility in interview formats, such as video, phone, or in-person, allows candidates to choose what works best for them. In addition, providing information about the interview format and any accommodations available upfront helps candidates to prepare. During the interview, maintain a comfortable and welcoming environment and focus on the candidate's abilities and qualifications rather than their disability.

Some candidates might be hesitant to request accommodations during the interview phase. How can employers communicate their commitment to providing accommodations?

Creating an environment where candidates feel comfortable requesting accommodations is essential. Employers can proactively communicate their commitment to providing accommodations in job postings and during initial communications with candidates. Additionally, sharing success stories of employees who have benefitted from accommodations can help reduce stigma and encourage openness.



How can employers foster a workplace that encourages open communication and supports employees with disabilities?

Fostering a culture of open communication starts with leadership setting the tone. Encourage managers and team members to engage in disability awareness training and discussions about diversity and inclusion. Implementing employee resource groups or affinity networks focused on disability inclusion provides a platform for employees to share experiences and support one another. Organizations should regularly review policies and practices to ensure inclusivity.

At CASE, we recognize Disability Employment Awareness Month every October. We highlight inclusion-related resources and the many organizations across Canada that choose to engage in a multitude of internal activities to acknowledge and promote the contributions of persons experiencing disability in the workplace. To learn how you can get involved in DEAM, visit the [CASE website](https://www.case.ca/case-website)

CAREER DEVELOPMENT CENTRE NEWS

Your Next Great Hire Awaits in Fall 2024 – Recruit Top Notch Talent From Asper Co-op Programs!

Asper Co-op students are actively seeking fall jobs so the earlier you post, the better the opportunity to secure top talent. Asper Co-op will continue to accept co-op postings until all students have secured a co-op placement. However, to maximize exposure on your job posting review the recruitment timelines below and then post your position on the Asper Career Portal by the deadlines.

BCOMM CO-OP

BComm Co-op students (undergraduate) go through a competitive process before being accepted into the Asper BComm Co-op Program. They are pre-screened and admitted based on areas such as academic excellence, professionalism, and transferable skills. They also receive training in professional workplace readiness.

If you wish to secure a candidate early and make an offer before the rank/match process begins, you are welcome to post your vacancy on the Asper Career Portal as early as now! However, if you wish to participate in the rank/match recruitment and gain access to many Asper co-op job seekers at once, see the rank/match timeline below:

Rank/Match Recruitment Timeline – Fall 2024

- Job posting deadline for rank/match: June 12, 2024
- Job postings close: June 16, 2024
- Shortlists due: June 18, 2024
- Interviewing period: June 24 – June 28, 2024
 - Both on-campus and virtual interviewing options are available
- Rank/match form due: July 2, 2024 (by 12pm, noon)
- Rank/match results announced: July 4, 2024
- Second phase begins (continuous placement/direct offers): July 4, 2024

For questions, contact aspercoop@umanitoba.ca or (204) 474-8521.

MASTER'S CO-OP

Master's Co-op students (graduate) bring experience from a wide range of industries with in-depth expertise in finance, supply chain & logistics, consulting, project management and marketing.

To receive profiles of MBA and Masters of Supply Chain Management co-op students, please contact Farwa.Zaidi@umanitoba.ca

Recruitment Timeline

- Job posting deadline: Ongoing until August 30, 2024
- Job postings close: Employers determine the dates, however the earlier the better to secure a candidate.
- Interviewing period: Ongoing until all students are placed.



Did you know there are many ways to raise your employer profile on campus? Click below to review sponsorship and engagement opportunities throughout the academic year!



SAVE THE DATE: Asper Career Fair 2024

Calling all Businesses Seeking Top Talent! The Asper Career Fair, the school's premier business career event, returns on **Wednesday, September 25th, 2024.**

This highly anticipated event consistently sees a record-breaking turnout, connecting top employers with a diverse and qualified pool of business students eager to launch their careers. Don't miss out on your chance to stand out and secure your spot – booths fill up fast!

Why Exhibit at the Asper Career Fair?

- Direct Access to Top Talent: Network face-to-face with hundreds of highly motivated and talented business students from the Asper School of Business.
- Interact with students from various disciplines, including accounting, finance, marketing, human resources, and entrepreneurship – find the perfect fit for your future workforce.
- Brand Recognition: Increase your company's visibility on campus and establish yourself as a top employer for up-and-coming business professionals.
- Engage with students in a dynamic setting, fostering lasting connections that can lead to internships, co-op placements, and future full-time employees.

The Asper Career Fair offers a unique platform in today's competitive market. This event allows you to showcase your organization, engage in meaningful conversations, and share your company's exciting career paths!

REGISTER NOW >

