INTERNATIONAL STUDENT WORK EXPERIENCE PROGRAM (ISWEP)

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AGENDA

• ISWEP
• Student Employee Key Learning Activities
• ISWEP Processes and Timelines
• Additional Resources
WHAT IS ISWEP?

• The **International Student Work Experience Program** is a collaborative project between Career Services and the International Centre to provide undergraduate and graduate international students with professional development and career preparedness through paid work on campus.
• The program will fully fund a total of **70 positions per term** (during Fall and Winter terms)
• Students will work for a total of **100 hours per term**, per student
• Employers and students are encouraged to explore how to maximize on students’ skills and identify areas of growth
ELIGIBILITY

• All international students with a valid study permit and a social insurance number (SIN) who are registered as full time students (9+ credits or 1+ credit if it’s the last semester) are eligible to participate.

• Students from all Dalhousie campuses can participate
ISWEP GOALS

Goals of the program are to have students:

• identify, develop, and **articulate** their **workplace competencies** (knowledge, skills, abilities)

• reflect on how their **work experience** relates to future employment opportunities

• use their **Co-Curricular Record** (CCR) to be officially recognized for the transferrable skills they developed in their role
ROLES AND COMPETENCIES: dal.ca/ISWEPEmployers

Job Groups:

1. Students helping students
   • Includes positions where students assist other students directly or through supporting curricular or Co-Curricular programming.

   • Job titles may include: Peer advisor, athletic services assistant, Library assistant, Student ambassador etc.

   • Co-Curricular competencies may include: Appreciating diversity, Effective communication, Collaboration, Leadership development, Enhanced Self Awareness, Social Responsibility.

2. Research

3. Administration
EMPLOYEE KEY LEARNING ACTIVITIES

Start

Identify Learning Goals

1st Month

Personal Learning Plan

End

Reflection & Evaluation

Workshop: Making the most of your ISWEP Experience

Ongoing Reflection, Check-ins, & Career Conversations
PERSONAL LEARNING PLAN

CCR Competency

SMART Goal

Expected Result
MAKING THE MOST OF YOUR ISWEP EXPERIENCE TRAINING

• Value of ISWEP
• Your Strengths, Interests, & Values
• Workplace Competencies
• Personal Learning Plan
• Navigating Organizational Culture
• Professionalism - Dress code, communication, others?
• Training will be held in January (Time and location: TBD)
FINAL REFLECTION AND EVALUATION

• Identify the skills you’ve developed through your work experience
• Strengthen your ability to communicate these skills through your resume, networking and interviews
• Articulate how your work experience relates to future career goals
PROCESSES

• Make an appointment with the Career Peer Advisor, Hayat Showail, for a resume, cover letter and interview prep appointment at the International Centre

• View and apply for jobs on mycareer.dal.ca from Nov 18\textsuperscript{th} to 29\textsuperscript{th}

• Get a social insurance number if you don’t have one

• Make sure your study permit is valid and allows you to work on campus. If it doesn’t, make an appointment with the International Centre to get help.

• Fill out the declaration/eligibility form

• Develop your learning plan (what you hope to achieve) with your supervisor by the last Friday of January

• Complete a reflection assignment at the end of your work term

• Make a request for your ISWEP participation to be added to your CCR
IMPORTANT TIMELINES

• View and apply for jobs between Nov 18\textsuperscript{th} and 29\textsuperscript{th}
• Screening and interviews by employers: Dec 2\textsuperscript{nd} to 20\textsuperscript{th}
• Job offers may be made in December or first week of January
• Start working the week of January 6\textsuperscript{th}, 2020
• Submit your learning plan and reflection assignment by April 10\textsuperscript{th} 2020
• Please note: while you can apply to jobs without a SIN, you need to get one before a job offer is made. It is strongly recommended that you get it even before jobs become visible.
ADDITIONAL RESOURCES

• International Centre:  https://dal.ca/internationalcentre
• SIN Applications: servicecanada.gc.ca or visit the International Centre
• Employment rights:  https://novascotia.ca/lae/employmentrights/
• HRES:  https://dal.ca/hres
• Employment Guides for employers and international students:  https://www.msvu.ca/en/home/future-students/internationaleducationcentre/career.aspx
thank you!

Questions:

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