

# MENTORSHIP PROGRAM

*Information for Work Placement Hosts*

## Benefits for employers

Many of the companies and organizations who have participated in the Mentorship Program have chosen to work with us on a repeat basis—after their first exposure to the qualified Program Interns, they were eager to participate again!

Hosting a Mentorship intern has many benefits for employers. **By hosting an intern, you will be able to:**

- experience the contributions of **highly skilled and experienced** interns
- **train potential employees with very little monetary expense**—internships are unpaid
- interns are covered by SIA's general and participant **liability insurance and Worker's Compensation** benefits
- **there is no obligation to hire the intern**, however due to the high level of professionalism demonstrated by the Mentorship participants, the majority do remain with their host organization as employees

Mentorship participants are **highly trained, enthusiastic and**, in many cases, have a number of years of previous work experience.

**Past participants' backgrounds include:** all disciplines of engineering, IT, biotechnology, agriculture, education and business administration, just to name a few!



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[saskintercultural.org](http://saskintercultural.org)



# A Work Experience Program for Newcomer Professionals

## Saskatchewan Intercultural Association

The **SIA** is a non-profit organization dedicated to the promotion of equal opportunities and fair treatment for all people within our culturally diverse society. SIA has been working with Saskatchewan's cultural communities since 1964.



## The Mentorship Program

The **Mentorship Program** is a work readiness program designed for people who have received some or all of their education and work experience from outside of Canada, and now want to gain Canadian work experience in their area of training.

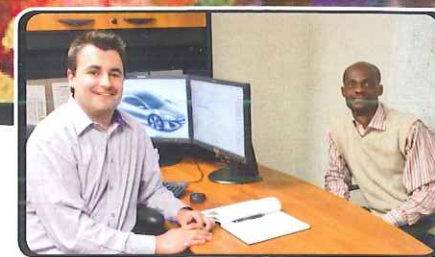
Since 1998, approx. 45 professionals per year have benefited from participating in this program. The program consists of two parts: an 8 week in-class portion, and an 8-12 week profession-specific work placement. The in-class portion consists of workshops on employability skills and knowledge, as well as workplace literacy classes.

The workshops include planning career goals, resume and cover letter writing, job search techniques, interviewing skills, conflict resolution, communication skills and more.

## Work Placements

- The internship style volunteer placements are typically for 8-12 weeks but the length, days, and timings are flexible
- Participants are matched with companies in Saskatoon that align with their education and experience
- All participants possess post-secondary education in either a university degree, diploma/certificate from a technical/applied science institution or business college and usually have work experience from outside of Canada
- Participants have CLB (Canadian Language Benchmark) Levels of level 4 or higher
- Liability insurance and Worker's Compensation are covered through SIA during the placement
- There is no obligation to hire after the work placement is completed (however, we encourage you to consider the participant if you are looking to hire)

Our participants are highly motivated. Every year we receive positive feedback from our work placement hosts and we have had several participants hired by their work placement hosts due to the mutual satisfaction discovered through the placement opportunity.



## Hosting a Work Placement

If you are interested in hosting one of the Mentorship participants, please contact our Work Placement Coordinator at: (306) 978-1818 ext. 210 or [workplacement@saskintercultural.org](mailto:workplacement@saskintercultural.org)

## How Mentorship Works

**Step 1: Discussion Stage** – The Coordinator will discuss with you what your needs and expectations are and recommend participant(s) who will be the best fit for your business.

**Step 2: Interview** – It is up to you to decide if this will be a meet-and-greet or more similar to a regular job interview. Either way, you will get to speak to the recommended participant(s) before deciding if you would like to go ahead with a placement.

**Step 3: Agreement Signing** – If you decide to go ahead with the work placement, the Coordinator will plan a meeting with you and the participant. At this meeting, the three of you will fill out the agreement to include the expected job duties and work schedule. Then the agreement is signed (it can be adjusted during the placement if all parties agree).

**Step 4: Work Placement** – The selected participant(s) will work for the agreed times and days for typically 8 to 12 weeks. Both placement host and participant will provide the Coordinator with interim and final evaluations regarding their experience in the placement.

*“Making a difference by upholding human dignity and promoting harmony among all people.”*