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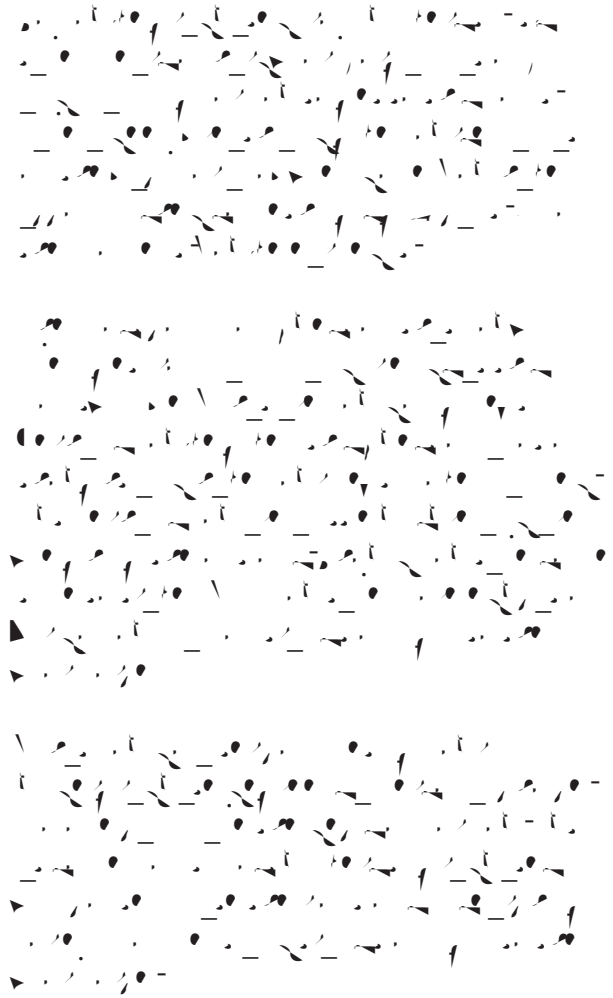
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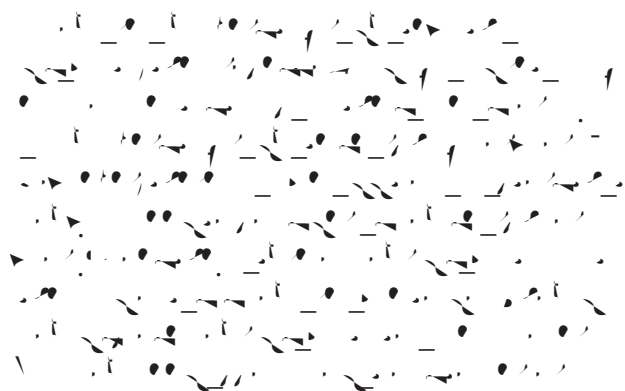


## The Job Search, Application, and Interview Process

### Congratulations Grad!



### Transition to Employment for University Graduates with Disabilities



Musical notation for the song "What Can I Do with My Degree?". The score is written on a grand staff with a treble clef and a 2/4 time signature. The melody is simple and repetitive, consisting of a few notes on a single line. The lyrics are written below the notes.

**What Can I Do with My Degree?**

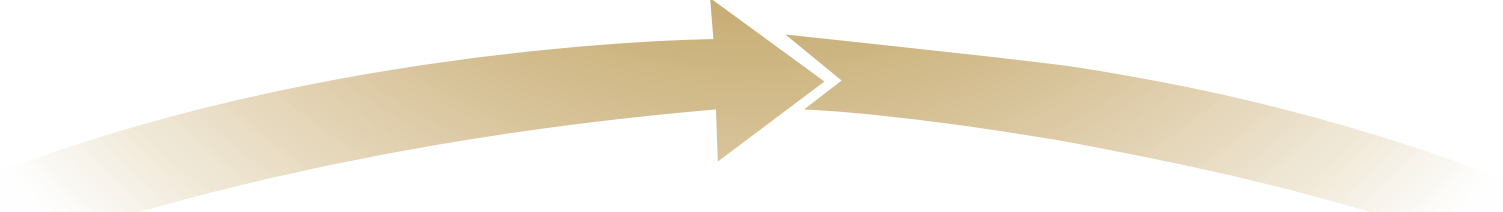
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Musical notation for the song "Know the Job". The score is written on a grand staff with a treble clef and a 2/4 time signature. The melody is simple and repetitive, consisting of a few notes on a single line. The lyrics are written below the notes.

Musical notation for the song "Know the Job". The score is written on a grand staff with a treble clef and a 2/4 time signature. The melody is simple and repetitive, consisting of a few notes on a single line. The lyrics are written below the notes.

**Know the Job**

Musical notation for the song "Know the Job". The score is written on a grand staff with a treble clef and a 2/4 time signature. The melody is simple and repetitive, consisting of a few notes on a single line. The lyrics are written below the notes.



1. *[Braille text]*

2. *[Braille text]*

3. *[Braille text]*

4. *[Braille text]*

5. *[Braille text]*

6. *[Braille text]*

7. *[Braille text]*

8. *[Braille text]*

9. *[Braille text]*

10. *[Braille text]*

11. *[Braille text]*

12. *[Braille text]*

### Job Search

1. *[Braille text]*

2. *[Braille text]*

3. *[Braille text]*

4. *[Braille text]*

5. *[Braille text]*

6. *[Braille text]*

*Analyze the kind of work you are able to do.*

7. *[Braille text]*

8. *[Braille text]*

9. *[Braille text]*

*Look for employers who are likely to focus on your abilities and potential.*

10. *[Braille text]*

11. *[Braille text]*

12. *[Braille text]*

13. *[Braille text]*

14. *[Braille text]*

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**Lying.**

**No accomplishments listed.**

**Resume too long and small font.**

**Spelling mistakes.**

**No cover letter.**

***Disclosure during the application process.***

**The Job Interview**

- 1. Research the job and organization that you are applying to.**

## 2. Practice.

1. Prepare a list of questions to ask the interviewer. This will show that you are interested in the position and the company. You should also prepare a list of questions to ask the interviewer about the company's culture, values, and mission. This will show that you are interested in the company and its long-term success.

2. Prepare a list of questions to ask the interviewer about the company's culture, values, and mission. This will show that you are interested in the company and its long-term success. You should also prepare a list of questions to ask the interviewer about the company's growth and future plans. This will show that you are interested in the company's long-term success and are willing to grow with it.

## 3. Make a positive impression.

1. Be confident and enthusiastic. This will show that you are interested in the position and the company. You should also be prepared to answer questions about your qualifications and experience. This will show that you are qualified for the position and have the necessary skills and experience to succeed in the role.

2. Be prepared to answer questions about your qualifications and experience. This will show that you are qualified for the position and have the necessary skills and experience to succeed in the role. You should also be prepared to answer questions about your career goals and how you see yourself contributing to the company's success. This will show that you are committed to the company and its long-term success.

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1 For a list of typical job interview questions, see the following article: [http://www.higherbracket.ca/article\\_the\\_interview\\_dbv.php](http://www.higherbracket.ca/article_the_interview_dbv.php)





*Know Your Rights*



## Know the Business Case for Hiring Persons with Disabilities

Research shows that hiring persons with disabilities can result in significant business benefits. For example, a study by the U.S. Department of Labor found that companies that hire persons with disabilities have lower staff turnover rates and reduced absenteeism. Additionally, these companies are more likely to be profitable and have higher productivity. Hiring persons with disabilities can also help companies attract and retain top talent, as many people with disabilities are highly skilled and motivated. Finally, hiring persons with disabilities can help companies improve their reputation and demonstrate their commitment to diversity and inclusion.

There are many reasons why hiring persons with disabilities is a smart business decision. Not only can it help companies reduce costs and improve productivity, but it can also help them attract and retain top talent and improve their reputation. Hiring persons with disabilities is a win-win for everyone involved.

### 1. Reduced staff turnover.

Research shows that companies that hire persons with disabilities have lower staff turnover rates. This is because persons with disabilities are often highly motivated and committed to their work. They are also more likely to stay with their employers for a longer period of time. This can result in significant cost savings for companies, as hiring and training new staff is a costly process. Additionally, lower staff turnover rates can lead to higher productivity and better overall performance for the company.

### 2. Reduced absenteeism.

Research shows that companies that hire persons with disabilities have lower absenteeism rates. This is because persons with disabilities are often more committed to their work and are more likely to show up to work every day. This can result in significant cost savings for companies, as absenteeism is a major source of lost productivity. Additionally, lower absenteeism rates can lead to higher productivity and better overall performance for the company.

Research shows that hiring persons with disabilities can result in significant business benefits. For example, a study by the U.S. Department of Labor found that companies that hire persons with disabilities have lower staff turnover rates and reduced absenteeism. Additionally, these companies are more likely to be profitable and have higher productivity. Hiring persons with disabilities can also help companies attract and retain top talent, as many people with disabilities are highly skilled and motivated. Finally, hiring persons with disabilities can help companies improve their reputation and demonstrate their commitment to diversity and inclusion.

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1. **Business model**  
2. **Value proposition**  
3. **Channels**  
4. **Customer relationships**  
5. **Competitive advantage**  
6. **Cost structure**  
7. **Revenue streams**

5. **Competitive advantage.**

1. **Business model**  
2. **Value proposition**  
3. **Channels**  
4. **Customer relationships**  
5. **Competitive advantage**  
6. **Cost structure**  
7. **Revenue streams**



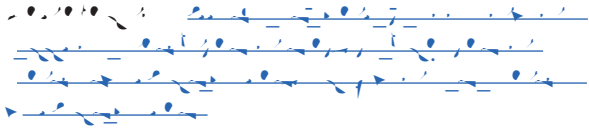


## References and Resources

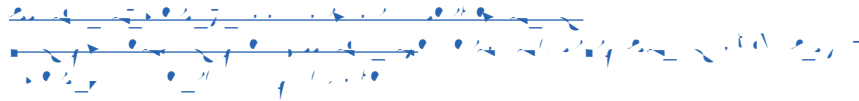
*Cover letters and emails – Opening the door to an interview-*



*Finding work opportunities as a person with a disability.*



*Human rights and you: What can employers ask?*



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# Disclosure, Accommodation, Legal Rights and Obligations

## Should I Disclose My Disability?

When considering whether to disclose your disability, it is important to weigh the potential benefits against the risks. Disclosing your disability can help you access accommodations that are necessary for your success in the workplace or in your studies. It can also help your employer or instructor understand your needs and provide support. However, there are also risks to disclosure, such as potential discrimination or stigma. It is important to consider the specific circumstances and the policies of the organization you are working for or attending. Consulting with a legal advisor or a disability advocate can be helpful in making this decision.

## Making the Decision

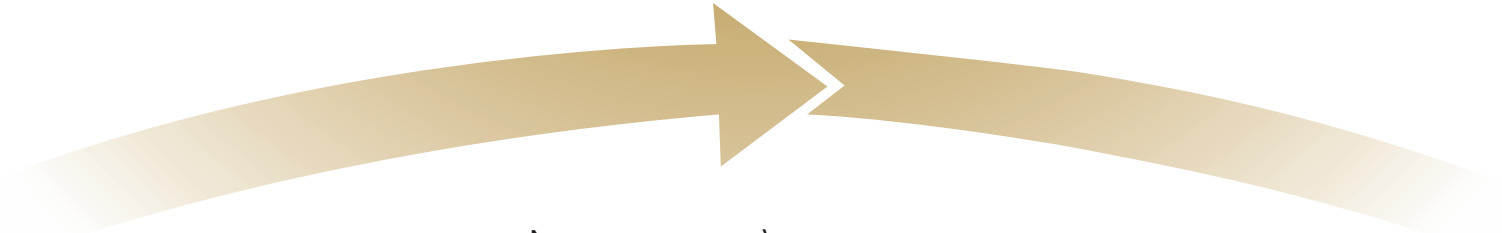
When making the decision to disclose your disability, it is important to consider the following factors:

- The nature and extent of your disability and how it affects your work or studies.
- The policies and procedures of the organization you are working for or attending.
- The potential benefits of disclosure, such as access to accommodations and support.
- The potential risks of disclosure, such as discrimination or stigma.
- Your own preferences and comfort level with disclosure.

## Visible Disabilities.

Visible disabilities are those that are easily apparent to others, such as physical disabilities, mental health conditions, and chronic illnesses. While these disabilities are often easier to disclose, it is still important to consider the potential risks and benefits of disclosure. For example, disclosing a mental health condition may help you access accommodations that are necessary for your success, but it may also lead to stigma or discrimination. It is important to consider the specific circumstances and the policies of the organization you are working for or attending.

When disclosing a visible disability, it is important to be clear and concise about your needs and the accommodations you are requesting. It is also important to provide documentation from a healthcare professional to support your request. This documentation should describe your disability and how it affects your work or studies, and it should recommend specific accommodations that would help you succeed.



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O	A a a	D a a a	R a
Third party referral	<p>Recommended by someone the employer knows</p> <p>Employer is aware of your situation</p>	<p>Little control over what is said about you</p> <p>You could be screened out</p>	<p>Good option if the person recommending you is supportive</p> <p>Follow up with a call to the employer</p>
Application, resumé or cover letter	<p>Demonstrates openness</p> <p>Employer may be recruiting for diversity</p>	<p>Could be used to screen you out</p> <p>Limited space to describe abilities, accommodations</p> <p>Can't address employer's concerns</p>	<p>Use if the person recommending you is supportive</p>





## Final Thoughts on Disclosure...

T. ...

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## Accommodation in the Workplace





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**Summary**

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## References & Resources<sup>8</sup>

- [- Accommodations – working with your disability-](#)
- [- Disclosure: What to say about your disability – and when.](#)
- [- Talking about invisible disabilities-](#)
- [- What is the duty to accommodate and how can it help me?](#)
- [- HR policies and employment legislation-](#)
- [- Guideline on accommodating physical and mental disabilities at work-](#)
- [- Accommodation at work-](#)

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8 Please note that links to articles can change without notice

Organization

Non-for-profit

Mental Health

Developmental Disability

Traumatic Brain Injury



E S P  
P D a

The following is an alphabetical listing of employment support providers.

A N B

**O O a a** : Our mission is to empower the independence and full community participation of persons with disabilities throughout New Brunswick who have a mobility disability.

**P a /S O** :  
Vocational/Employment  
Job Search, Application  
Support, Education, Funding

**L a** :  
Fredericton Office  
440 Wilsey Rd.  
Fredericton, NB  
E3B 7G5  
1-506-462-9555

Moncton Office  
236 St. George St.  
Moncton, NB  
E1C 1W1  
1-506-858-0311

**C a** :  
[info@abilitynb.ca](mailto:info@abilitynb.ca)

ADAPT A

**O O a a** : Serves people with intellectual/developmental disabilities; with a focus on increasing quality of life by offering programming that is geared towards obtaining and maintaining employment.

A L' A a

**P a /S O** :  
A branch of ADAPT agencies

**L a** :  
280 Old Shediac Rd.  
Memramcook, NB  
E4K 1W3  
1-506-758-2751  
[artisan@bellaliant.net](mailto:artisan@bellaliant.net)

T C a a a C R a a  
a W (CCRW)

**O O a a** : To promote and support meaningful and equitable employment of people with disabilities. As innovators and agents of change, we build partnerships, develop skills, share knowledge and influence attitudes.

**P a /S** :  
Employment Services  
Career Counselling, Skill  
Development, Job Search,  
Application Support  
The Partners Approach (Saint  
John)  
Career Counselling, Skill  
Development, Job Search,  
Application Support, Disclosure  
Support, Accommodation  
Support, Funding, Post-hiring  
Services  
WORKink (Canada wide)  
Online Help & Job Search

**L a** :  
535 Main St.  
Moncton NB  
E1C 1C4  
1-

**C a a M a H a A a**  
**N B (CMHA)**

**O O a a** : As the nation-wide leader and champion for mental health, CMHA facilitates access to the resources people require to maintain and improve mental health and community integration, build resilience, and support recovery from mental illness.

**P a /S** :  
At Work (Fredericton)  
Career Counselling, Job Search,  
Application Support, Post-  
Hiring Services  
Working Stronger Together (St.  
Stephen & St. George)  
Job Search, Application  
Support, Skill Development

**L a** :  
Fredericton Office (Provincial)  
403 Regent St., Suite 202  
Fredericton, NB  
E3B 3X6  
1-506-455-5231  
[info@cmhanb.ca](mailto:info@cmhanb.ca)  
<http://cmhanb.ca/about-cmha/>

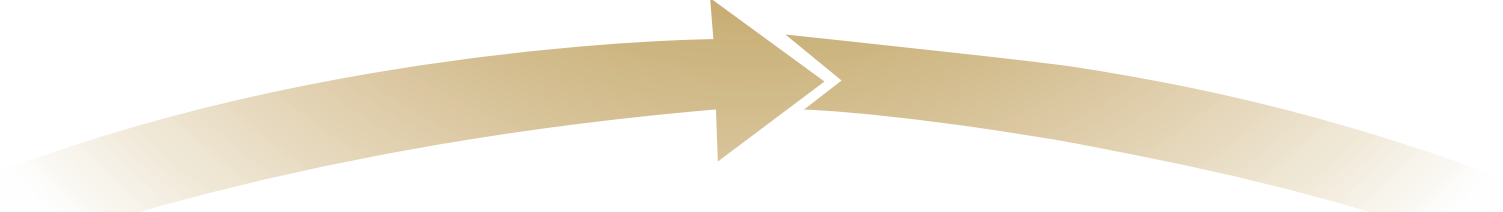
Saint John Office  
560 Main St., Suite A315  
Saint John, NB  
E2K 1J5  
1-506-633-1705  
[saintjohn@cmhanb.ca](mailto:saintjohn@cmhanb.ca)

Moncton Office  
22 Church St., Suite 331  
Moncton, NB  
E1C 0P7  
1-506-859-8114  
[Moncton@cmhanb.ca](mailto:Moncton@cmhanb.ca)

St. Stephen Office  
123 Milltown Blvd., Suite 100  
St. Stephen, NB  
1-506-466-7566  
[Jennifer.price@cmhanb.ca](mailto:Jennifer.price@cmhanb.ca)

St. George Office  
5 Riverview Ave.  
St. George, NB  
1-506-755-4147





**C a a N a a l**  
**B (CNIB)**

**O O a a :** CNIB is a registered charity, passionately providing community- based support, knowledge and a national voice to ensure Canadians who are blind or partially sighted have the confidence, skills and opportunities to fully participate in life.

**P a /S O :**  
Employment Services  
Career Counselling, Skill  
Development, Job Search,  
Application Support  
The Partners Approach (Saint  
John)

Career Counselling, Skill  
Development, Job Search,  
Application Support, Disclosure  
Support, Accommodation  
Support, Funding, Post Hiring  
Services

WORKink (Canada wide)  
Online Help & Job Search

**L a :**  
Moncton Office  
525 Main St.  
Moncton, NB  
E1C 1C4  
1-506-857-4240

Saint John Office  
40 Charlotte St., Suite A-150  
Saint John, NB  
E2L 2H6  
1-506-634-7277

Fredericton Office  
77 Westmorland St., Suite 130, Frederick  
Square  
Fredericton, NB  
E3B 6Z3  
1-506-458-0060

Bathurst Office  
270 Douglas Av.  
Bathurst, NB  
E2A 1M9  
1-506-546-9922

**C a :**  
<http://www.cnib.ca/en/Pages/default.aspx>  
<https://www.facebook.com/myCNIB/>  
<https://twitter.com/CNIB>  
Toll-Free: 1-800-563-2642

**C a V a C V a**  
**B a I . (CVCVB)**

**O O a a :** CVCVB is a community based non-profit service provider committed to promoting and delivering a diverse range of services that support individual choices and facilitate quality life styles.

**P a /S O :**  
Career Information Centre,  
Community-Based Services,  
Employment Assistance Service  
A Branch of ADAPT Agencies

**L a :**  
344 East Riverside Dr.  
Perth-Andover, NB  
1-506-356-1985  
[abunker@nbnet.nb.ca](mailto:abunker@nbnet.nb.ca)  
<http://www.cvcvb.ca/>

**C a a J P S a**  
**D C I .**

**P a /S O :**  
A Branch of ADAPT Agencies

**L a :**  
1123 Grandview Av.  
Saint John, NB  
E2J 4P6  
1-506-696-5672  
[catena@nbnet.nb.ca](mailto:catena@nbnet.nb.ca)

**C H C**

**P a /S O :**  
A Branch of ADAPT Agencies

**L a :**  
506 Chemin de l'Église  
Saint-André, NB  
E3Y 2Y6  
1-506-473-5746  
[centrehorizon@nb.aibn.com](mailto:centrehorizon@nb.aibn.com)

**C E A a**  
**S**

**O O a a :** Our primary goal is to break down barriers and build opportunities for people with intellectual and/or physical disabilities. Adhering to a holistic and strengths-based approach, we strive to build upon the values, skills and strengths of our participants, as well as the communities we work with. We believe no community is whole until everyone has the opportunity to reach their fullest potential and until all are included in meaningful and supportive ways.

**P a /S O :**  
General Aid

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E A N

**O o a a** : Under the programming of the New Brunswick Association for Community Living.

**P a /S O** :  
General Aid

Career Counselling, Online Support, Hidden Job Market, Job Search, Application Support, Accommodation Support

**L a** :

Moncton Office

15 Flanders Ct.

Moncton, NB

E1C 0K6

1-506-854-3499

Fax: 1-506-854-2057

Miramichi Office

1750 Water St., Suite 207

Miramichi, NB

E1N 1B5

1-506-778-9999

Fax: 1-506-778-2578

E I

**P a /S O** :  
A Branch of ADAPT

**L a** :

145 Traynor St.

Riverview, NB

E1B 3B1

1-506-857-0014

[ergoninc@rogers.com](mailto:ergoninc@rogers.com)

F W

**O o a a** : This agency is provided by The Saint John Deaf and Hard of Hearing Services and funded by Post-Secondary Education Training and Labour, New Brunswick.

**P a /S O** :

Academic Skills

Communication, Thinking, Learning

Personal Management Skills

Positive Attitudes and Behaviours, Responsibility, Self-Esteem and Self-Confidence, Decision-Making Skills, Problem-Solving Skills, Flexibility

Employment Counselling Includes

Employers Expectations, Hearing Culture and Norms, Deaf Culture and Norms, Real World (Reality Therapy), Interpersonal Skills, Interviewing Skills and Techniques, Job Application Forms Training Program, Career Decision Making, Resume Preparation, Job Search Coaching

Fine-Tuning Skills

Discovering your Interests and Skills, How to Contact an Employer, How to use the Relay Services for Employer Contacts and Follow-Ups, The Importance of Employer Follow-Ups, How to Properly use an Interpreter in a Job Interview, Vocabulary used by Employers and what to Expect

**L a :**  
420 York St., 3rd Floor  
Fredericton, NB  
E3B 3P7  
Phone/TTY: 1-506-450-9354  
Cell: 1-506-478-0980

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**M.O.R.E.S I .**

**P a /S O :**  
A Branch of ADAPT Agencies

**L a :**  
1662 Water St.  
Miramichi, NB  
E1N 3A5  
1-506-778-6410  
[moreservices@nb.aibn.com](mailto:moreservices@nb.aibn.com)  
<http://www.moreservices.ca/>

**M a T a P a**

**P a /S O :**  
A Branch of ADAPT Agencies

**L a :**  
42 Cedar St.  
P.O. Box 1098  
Minto, NB  
E4B 3Y7  
1-506-327-6817  
[minlak@nb.aibn.com](mailto:minlak@nb.aibn.com)  
<https://www.facebook.com/Minlak-Training-Programs-Inc-380992092008303>

**N a a E a a A a**  
**D a S (NEADS)**

**O a a a :** To support full access to education and employment for post-secondary students and graduates with disabilities across Canada.

**P a /S O :**  
General Aid  
Online Support and Networking

**L a :**  
Rm. 514 UniCentre  
1125 Colonel By Dr.  
Carleton University  
Ottawa, On  
K1S 5B6  
Telephone: 1-613-380-8065  
Toll-free: 1-877-670-1256  
[info@neads.ca](mailto:info@neads.ca)  
<http://breakingitdown.neads.ca/>

## **N S S**

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**O O a a** : We use technology, knowledge and passion to empower Canadians with disabilities.

## **P a /S O** :

### Working Together

Customized Programs or Group Programs, Career and Personal Development, Wellness for Work and Job Search Support, Wage Subsidy Possibilities, Ongoing Support from Professionals, Ergonomic and Assistive Technology Assessments and Solutions

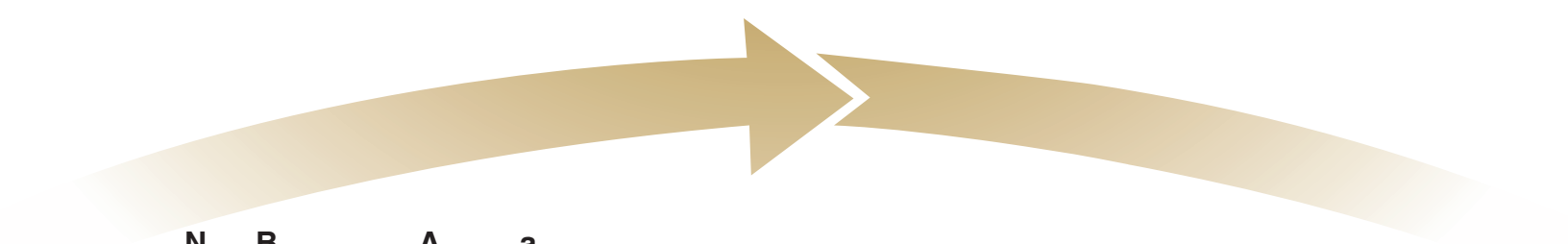
### Job Focus

Help Individuals Work Towards Full or Part-Time Employment, Volunteer Work, or Self-Employment  
Clients are Supported as they Plan and/or Search for Employment  
This Program is only Offered at the Atlantic Regional Office (Fredericton)

## **L a** :

Atlantic Regional Office  
440 Wilsey Rd., Suite 104  
Fredericton, NB  
E3B 7G5  
1-506-450-7999  
Toll Free: 1-866-446-7999

Moncton Office  
21 – 236 St. George St.  
Moncton, NB  
E1C 1W1  
1-506-856-9101

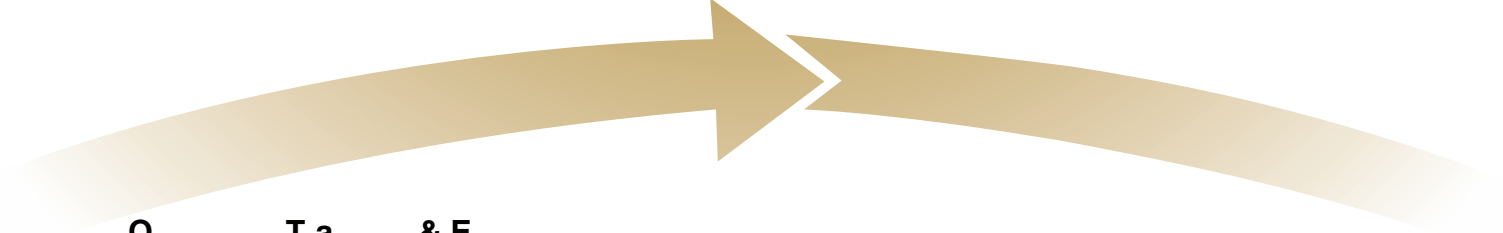


N    B            A    a  
C                    L

O            O a a : NBACL works







**O T a & E**  
**C I .**

**O O a a** : Exists to support individuals with intellectual disabilities and mental health issues to realize their potential to be independent members in their community. Whenever possible this should mean employment in their community.

**P a /S O :**  
A Branch of ADAPT Agencies

**L a :**  
286 Restigouche Rd., Unit D  
Oromocto, NB  
E2V 2H5  
1-506-397-3397  
[imotec@nb.aibn.com](mailto:imotec@nb.aibn.com)  
<http://www.oromocto-tec.org/>  
<https://www.facebook.com/oromocttrainingandemployment/>

**P -S a E a ,T a ,**  
**a La (PETL)**

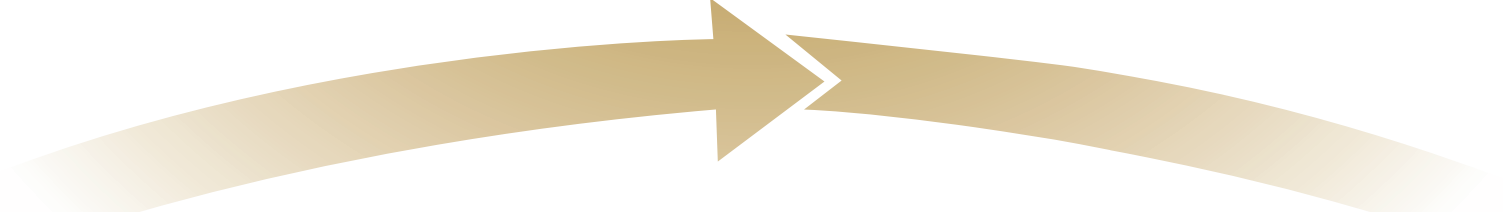
We envision New Brunswick as a leader in the employment of persons with a disability where people are recognized for their skills and potential, have access to the services and supports they need to secure sustainable employment and are valued

Fredericton Office  
300 St. Mary's St.  
P.O. Box 6000  
o  
red1-506-453-2377

Grand Falls Office  
160 Reserv  
rederZ 1G1red1-506-475-4025

Miramichi Office  
152 Pleasant St.  
19 Station St.rede7H 4Y2red1-506-273-4559

Richibucto Office  
25 Cartier Blvd., Unit 149  
P.O. Box 5004  
rede4W 5R6red1-506-523-7602



Tracadie-Sheila Office  
3514 Principale St., 2<sup>nd</sup> Floor  
Tracadie-Sheila, NB  
E1X 1C9  
1-506-394-3809

Woodstock Office  
111 Chapel St., Unite 201  
Woodstock, NB  
E7M 1G6  
1-506-325-4406

**C a :**  
1-506-453-2597  
[dpetlinfo@gnb.ca](mailto:dpetlinfo@gnb.ca)

**P ' C S a**  
**D a P**

**O O a a :** The Premier's Council on Disabilities is a body for consultation, study and information sharing, which was created to advise the provincial government on matters relating to the status of persons with disabilities. The Council reports directly to the Premier of the province.

**L a :**  
250 King St., Suite 140  
P.O. 6000  
Fredericton, NB  
E3B 9M9

**R R a A I .**

**P a /S O :**  
A branch of ADAPT Agencies

**L a :**  
6 Union St.  
Campbellton, NB  
1-506-759-6676  
[mfm@nibn.com](mailto:mfm@nibn.com)

**S . C V a a C I .**

**P a /S O :**  
A Branch of ADAPT Agencies

**L a :**  
129 Union St.  
Saint Stephen, NB  
E3L 1V9  
1-506-466-4977  
[stcroixvocationalcentre@nb.ainb.com](mailto:stcroixvocationalcentre@nb.ainb.com)  
<https://www.facebook.com/St-Croix-Vocational-Centre-151176031595733/>

**T S a S N**  
**B**

**O O a a :** To improve the quality of life for those affected by Schizophrenia and Psychosis through education, support programs, public policy  
9A Branch of AD

