

Resources for Hamilton Employers

Topic	Organization	Title of Resource	Year of Publication	Description	Link
Hiring Internationally Trained Workers	Immigration, Citizenship and Refugees Canada (IRCC)	The Employer's Roadmap to Hiring, Retaining Internationally Trained Workers	2019	This resource includes information about the steps in recruiting and assessing the credentials of internationally trained workers. Chapters 5, 6 and 7 specifically focus on best practices in hiring and selecting internationally trained workers, integrating and retaining them, and services to attract, hire and retain newcomers.	https://www.canada.ca/content/dam/ircc/migration/ircc/english/pdf/pub/employer-roadmap-en.pdf
Hiring Immigrants	Immploy	Engaging Newcomers: Inclusive Recruitment Strategies for Nonprofit Employers	n.d.	This toolkit provides practical tips on how non-profit employers can make recruitment and hiring processes inclusive, including how to create job postings, having effective recruitment processes, effectively screening and interviewing candidates.	https://www.immploy.ca/uploads/2021/04/Best_Practices_Inclusive_Recruitment_Strategies_NPO_Workshop.pdf
Hiring Immigrants	Hire Immigrants	Bias-Free Hiring and Assessment: Removing the "Canadian Experience" Barrier	2013	This webinar is focused on how to make hiring process bias-free, with a focus on the Ontario Human Rights Commission's policy on removing "Canadian experience" requirement. There is a discussion on assessing the qualifications and competencies of new employees and examples on how to implement effective hiring practices that discounts "Canadian experience".	https://hireimmigrants.ca/watch/bias-free-hiring-and-assessment-removing-the-canadian-experience-barrier/
Hiring Immigrants	Immigrant Services Guelph-Wellington	Guelph-Wellington Employers' Guide to Hiring and Retaining Newcomers and Immigrants	2019	The purpose of this toolkit is to offer key principles that employers can put into practice when hiring and retaining a newcomer workforce. These principles include 1) focusing on transferrable skills, 2) providing language supports in the workplace, 3) providing orientation to Canadian workplace culture, 4) promoting social integration in the workplace, 5) promoting innovative attraction and retention strategies. It also provides the case study of an employer in the Guelph-Wellington region.	http://www.guelphwellingtonip.ca/wp-content/uploads/2019/06/Guelph-Wellington-Employers-Guide-to-Hiring-and-Retaining-Newcomers-and-Immigrants-report-small.pdf
Hiring Refugees	Hire Immigrants	The Business Case for Investing in Refugee Talent	2019	This webinar is focused on economic case for refugee labour market integration, providing the example of an employer that has created a program to specifically target immigrant and refugee recruitment, and has realized the benefit in its workplace.	https://hireimmigrants.ca/watch/immigrant-futures-investing-in-refugee-talent/

Hiring Refugees	Hire Immigrants Ottawa	Onboarding Refugees: A Toolkit for Employers	2016	This toolkit is to assist employers to effectively recruit, hire, onboard and retain a diverse workforce that includes refugees. It includes tips on how to make the workplace welcoming for refugees, support refugees in the workplace, provide reasonable accommodations such as language supports, conduct culturally sensitive interviews, and effectively establish a buddy system.	http://www.hireimmigrantsottawa.ca/wp-content/uploads/2016/11/HIO_RefugeeToolkit_EN.pdf
Hiring Refugees	Talent Beyond Boundaries	Labour Mobility: How to Guides	2020 and 2021	A resource page that includes guides and considerations for employers in 1) reviewing the displaced people's resumes, 2) scheduling interviews with displaced people, and 3) interviewing displaced candidates. This resource is more focused on employers who would like to use the TBB program to hire refugees from abroad.	https://www.talentbeyondboundaries.org/knowledge-centre
Inclusive Workplaces	Immploy	Developing Inclusive Onboarding and Workplace Integration Practices – Leveraging Diversity Value Proposition	2019	This webinar focuses on how to ensure that diverse staff within organizations know they are valued for their diverse experiences, feel they belong in the space, and therefore are comfortable sharing their ideas and thoughts.	https://www.gotostage.com/channel/89d2d7f59942470f818547f2499b59ec/recording/33e5519833cc482b991aa9351b3c683f/watch?source=CHANNEL
Inclusive Workplaces	Immigrant Employment Council of BC – Tip Sheets	Tip Sheet for Credential Recognition and Language Support	2016	These tip sheets provide practical considerations for employers for recognizing foreign credentials, creating a welcoming workplace, promoting physical and emotional support, and providing reasonable accommodation.	https://iecbc.ca/employer-tip-sheets-onboarding-refugees/
Inclusive Workplaces	World Education Services	Strategies for Immigrant Inclusion in Canadian Workplaces	2020	This report provides tips on inclusive recruitment (including simplifying job descriptions, advertising postings, screening resumes), hiring (including revising interview questions), onboarding (including revised orientations, supports beyond first week, suggestion for a buddy program), and integrating into workforce (including mentorship and development opportunities)	https://knowledge.wes.org/rs/317-CTM-316/images/canada-report-employer-playbook-strategies-for-immigrant-inclusion-EN.pdf (need to register)
Inclusive Workplaces	Toronto Region Immigrant Employment Council (TRIEC)	Building a Corporate Ladder FOR ALL: The Case for Advancing Immigrant Talent in the Greater Toronto Area		This research study is based on a survey of 650 executives from for-profit and non-profit sectors, which identifies barriers for immigrants to make it to the top, including lack of employment commensurate to skills, lack of supports, and bias and discrimination. Good practices include leadership development and mentorship, sponsorship opportunities, EDI training, and commensurate employment.	https://triec.ca/wp-content/uploads/2019/12/TRIEC-Inclusive-Workplace-Competencies.pdf (need to register)
Various	Immigrant Employment Council of BC	How to Assess Credentials & Screen New Canadians	2016-2020	A series of webinars on attracting, hiring and retaining immigrant talent. Some webinars are employer facing and cover topics including assessing credentials and screening candidates, and tips on onboarding refugees.	https://iecbc.ca/iec-bc-webinars/#hire-talent

Organizations that can help employers find and hire immigrant talent:

- Immigrants Working Centre – Employment Services
<https://iwchamilton.ca/services/employment-services/>
- YMCA Hamilton, Burlington and Brantford – Employment Services
<https://www.yhbb-prod.oneeach.net/education-training-settlement/job-seeker-employer-services>
- YWCA Hamilton – Employment Programs
<https://www.ywcahamilton.org/employment/>
- Wesley – Employment Services
<https://wesley.ca/services/newcomer-community/employment-services/>
- Mohawk College – Employer Services
<https://www.mohawkcollege.ca/industry-and-employers>
- College Boreal – Employer Services
<https://www.collegeboreal.ca/en/career/employer-services>
- Workforce Planning Hamilton – Build Your Business
<https://www.workforceplanninghamilton.ca/build-your-business/>
- Hamilton Chamber of Commerce – Grants for Employers, Hiring Support and Job Boards
<https://www.hamiltonchamber.ca/covid19/grants-hiring-job-boards/>
- Employment Hamilton – Employer Services
<https://employmenthamilton.com/employers-2/>
- PATH Employment Services – Business Services
<http://www.pathemployment.com/business-services/>
- City of Hamilton – One Stop for Business
<https://www.hamilton.ca/starting-small-business/one-stop-business>