

Developing the Settlement and Integration Plan

The following information will help employers develop a settlement and integration plan. For an on-line version go to: www.alberta-canada.com/immigration/employers

Where will your foreign workers live?

TIP Be aware of the Laws for Landlords and Tenants in Alberta - www.landlordandtenant.org

What type of transportation will your foreign workers need?

TIP Contact your municipal transit service. It may be able to meet your specific needs.

How will they access health care services?

TIP Residents of Alberta and their dependents, including provincial nominees and foreign workers, may be eligible to receive Alberta Health Care Insurance plan services if they are:

- legally entitled to be in Canada and living here permanently;
- physically in Alberta for at least 183 days in a 12 month period
- not claiming residency or obtaining benefits under a claim of residency in another province, territory or country;
- are a person deemed by the regulations to be a resident not including a tourist, transient or visitor to Alberta.

Workers will receive health care coverage from the date they arrive in Alberta as long as they apply within three months of their arrival and meet Alberta Health Care's requirements. For workers not eligible, employers should explore private medical insurance plans. For more see: www.health.gov.ab.ca

Will they need to open up a bank account and how do they do that?

TIP Tip sheets on banking and insurance, credit, loans and debt; protecting yourself from credit card fraud and identity theft; your rights and responsibilities. www.fcac-acfc-gc.ca/eng/publications/Tips-eng.asp#cid

How will you communicate workplace safety information?

TIP Information about how to stay healthy and safe on the job. www.alis.gov.ab.ca - search for "English Express"

Are there community agencies available to help newcomers?

TIP For a list of immigrant-serving agencies see www.aaisa.ca

How will you communicate employment standards information?

TIP For details see: www.albertacanada.com/immigration/working/employmentstandards.html

Will they need English language training and are there community agencies providing that service?

TIPS In many communities, Community Adult Learning Councils offer ESL classes. The Community Adult Learning Network www.communitylearning.info lists 82 councils province-wide.

For directories of other ESL classes, contact these two agencies:

CALGARY - Immigrant Language and Vocational-Referral Centre (ILVARC) www.calgaryimmigrantaid.ca

You can find the ESL Directory in the Services section.

EDMONTON - Language/Vocational Assessment, Referral and Counselling Centre (LARCC)

www.catholicsocialservices.ab.ca/esl_directory/esl_directory.pdf

Where will they buy food and other personal items?

TIP Suggest foreign workers check and compare prices before buying. Provide a list of local food and drug stores.

How will they enroll their children in school?

TIP *Welcome to Alberta*, a free booklet for immigrants to Alberta, provides information on the education system.

www.alis.gov.ab.ca/welcometoalberta/home.asp

How will you prepare other employees for the arrival of new foreign workers?

TIPS Educate your employees about workforce diversity and cultural differences. Make everyone aware of Canadian workplace expectations regarding discrimination and harassment. The Alberta Human Rights and Citizenship Commission offers employers seven different workplace modules on topics such as respectful and inclusive workplace, discrimination and harassment, and duty to accommodate. www.albertahumanrights.ab.ca

Immigrant-serving agencies may offer workshops on cross-cultural communication.

What sorts of general information will you provide?

TIPS Provide local maps, brochures on churches, libraries, recreational activities, local points of interest etc.

Welcome to Alberta - a free booklet for immigrants new to Alberta www.alis.gov.ab.ca/welcometoalberta/home.asp

A Newcomer's Introduction to Canada contains general information about Canada, the Canadian way of life, rights and responsibilities. www.cic.gc.ca/english/resources/publications/guide/index.asp

Visit the Immigrate to Alberta web portal at: www.albertacanada.com/immigration

Working in Alberta: A Guide for Internationally Trained and Educated Immigrants - For immigrants who have a professional degree, post-secondary diploma or trades certificate from outside Canada. www.alis.gov.ab.ca/careershop