

Employment Programs

The Ministry of Housing and Social Development continues to invest in employment-related programs and services that will assist BC Employment and Assistance clients into employment and self-reliance. Programs include the BC Employment Program, the Bridging Employment Program and the Confirmed Job Supplement.

Employment programs help individuals on income assistance find and keep jobs. Employable people receiving income assistance are expected to seek work, complete an Employment Plan, and participate in an employment program.

There are some exceptions to the requirement to seek work, such as a single parent with a child under the age of three or a person with a disability or persistent multiple barriers. If you feel you should be temporarily exempt from being required to seek work, talk to your Employment and Assistance Worker.

For More Information?

Contact the Ministry of Housing and Social Development by calling:

➤ **1 866 866-0800**

Or visit our ministry web site at:

➤ **www.hsd.gov.bc.ca**



Your Guide to **Employment and Assistance**



Ministry of
Housing and
Social Development

How do I Enquire about BC Employment and Assistance?

Contact the Ministry of Housing and Social Development by calling:

- **1 866 866-0800**
- Obtain a copy of the Work Search Guidelines and the Work Search Activities Record; and,
- Obtain an application interview date, typically three weeks after your initial enquiry.

What is the Three-Week Work Search?

Prior to the application interview date, you are expected to look for employment. This three-week work search gives you the opportunity to look for work and access other sources of support, such as family, friends and the community. It also gives you time to collect the documents you need for the application interview.

During the work search period, you will need to:

- complete an in-person or on-line orientation session, which outlines work search requirements, job search tips, and the application process;
- access other potential sources of income; and,
- keep a detailed record of your work search on the Work Search Activities Record.

What do I bring to the Application Interview

If you do not find work during the three-week work search period, and you return to the ministry for an application interview, ministry staff will:

- determine your eligibility for income assistance;
- assess your readiness for employment;
- work with you to develop an Employment Plan; and,
- verify the information you provide.

You must bring proof of your work search activities, including a current resume and a record of employer contacts, along with the other documentation required. Information from the Work Search Activities Record will assist you and your Employment and Assistance Worker in determining your degree of job readiness.

The application form is a legal document which lists your income, assets, family situation and expenses. You must provide correct and accurate information. When you sign the form, you agree that all the information is correct. The ministry has legal authority to confirm the information you have given.

Ministry staff will verify that the information you have provided is correct.

The BC Employment and Assistance Program assists British Columbians in achieving their potential by moving people from income assistance to sustainable employment, and by providing income assistance to those in need.

BC Employment and Assistance is an income- and asset-tested program intended to assist people temporarily while they find work, and to assist those who are unable to fully participate in the workforce.

Personal responsibility and active participation are the key principles of BC Employment and Assistance. Employable applicants are expected to look for work before they receive assistance, and people receiving income assistance are expected to complete an Employment Plan, seek work, and participate in employment programs so they may reach their goal of self-reliance.

People with disabilities who can work are supported by specialized employment programs that assist them to work as they are able.

Continuous assistance is also available to those in need who are not expected to gain independence through employment.