

*****Please email your completed intake form
to Tiffany Parks at employmentteam3@uvic.ca*****

Are you interested in joining AccessWork? Please use this form to request an intake meeting with one of our team members to discuss your participation in the program. During the intake meeting, AccessWork staff will provide detailed information about the program, answer your questions, and process your application. No commitment necessary! If you decide the program is not for you, you can opt out at any time.

To be eligible to participate, you must be at least 19 years old, identify as having a disability and/or mental health challenge, and face barriers to employment. We respect your privacy, so we will never ask questions about your medical history. Please note that you must be legally entitled to work in Canada (i.e. you must be a Canadian Citizen, Permanent Resident, or Landed Immigrant). The information collected in this application will be used to assess whether or not the program would be a good fit for you.

*Your personal information is collected under the authority of the Freedom of Information and Protection of Privacy Act, RSBC 1996, c 165 ("FIPPA"). This information will be used for the purpose of assessment of your fit to the program. Questions about the collection of this information may be directed to accesswork@uvic.ca

****Program delivery is subject to funding. Spaces may be limited. All applicants will be notified promptly.**

Please place a check mark beside the response that most accurately describes your situation. For all other questions, please type your response in the field provided.

1. What is your Citizenship Status?

- ☐ Canadian citizen
- ☐ Permanent resident or landed immigrant
- ☐ International student or temporary work permit holder

2. Are you legally entitled to work in Canada? (AccessWork requires participants to be legally entitled to work in Canada. Unfortunately, the program cannot support participants on a temporary work permit.)

☐ Yes

☐ No

3. What is your current age?

4. Do you identify as having a disability or mental health challenge?

☐ Yes

☐ No

5. Please describe any barriers or challenges to employment that you are currently experiencing. The more we know about the challenges you experience the better we may be able to serve you. There will also be plenty of time to speak with a job coach to relay this information.

6. Please describe briefly what you hope to achieve by participating in the AccessWork program (Do you have any employment goals? What type of work are you interested in? What skills would you like to learn?)

7. What is your name (first and last):

8. Is the name you use day-to-day different from your legal given name? (We will need to use your legal name on some forms during your time with the program, but we respect that some people use names different from their legal given name.)

☐ Yes

☐ No

9. What pronouns do you use?

☐ She/her

☐ He/him

☐ They/them

☐ Other __

10. What is the highest level of education you have completed?

☐ High school – graduated

☐ High school – incomplete

☐ College diploma or university degree – completed

☐ College diploma or university degree – incomplete

11. Would you prefer an in-person or virtual intake meeting? (In-person meetings are held at the CanAssist office at The University of Victoria. Virtual meetings are held over Zoom.)

☐ Virtual meeting (Zoom)

☐ In person

12. Your comfort and safety are important to us. Is there anything you'd like us to know about you so that we can provide a safer and more comfortable meeting environment?

13. Would you like to provide us with an alternate contact? (An alternate contact may assist you in staying on top of communication from AccessWork. If you select "Yes", please enter their contact information in the next question.

☐ Yes

☐ No

14. Alternate contact information

Name:

Pronouns:

Relation to you:

Email:

Phone number:

15. How did you hear about AccessWork?

- ☐ From a support worker
- ☐ Read about the program online
- ☐ From a friend/family member
- ☐ Social media
- ☐ Service provider

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