



NOVA SCOTIA CAREER DEVELOPMENT ASSOCIATION

www.nscda.ca

NEWSLETTER | FALL 2016



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Kathy McKee talks about inclusion

Professional Development news

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ADHD and Career Counselling

NSCDA
NOVA SCOTIA
Career Development Association



The NSCDA Newsletter is published by the Nova Scotia Career Development Association, an inclusive not-for-profit organization that provides strategic leadership to Nova Scotia professionals in career development.

All design and editorial related to the newsletter is created and produced by NSCDA staff, unless otherwise indicated.

We welcome story ideas and submissions. We do not offer monetary compensation for articles, but provide a biography for contributors. We cannot guarantee articles will run, even with previous agreement. All submissions are subject to editing for style and space.

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Cover Image © Petr Malyshev / Adobe.com
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Message from the Executive Director



It's been an incredibly busy summer here at the NSCDA, and in the career development field in Nova Scotia overall. Suddenly we looked up from our desks and it's fall! The days are definitely crisper and we've finally gotten some much-needed rain. It was a wonderful summer for weather, but I must admit that while I enjoy the warmth (so unusual for Nova Scotia!) I love fall best of all. There's a renewed sense of purpose in the air and a sense of excitement over what the coming months will bring.

As far as the NSCDA is concerned, there's a lot of really great stuff coming down the pipes. Our training development coordinator Pam Tracz has almost finished up her travel around the province meeting with all the Nova Scotia Works centres to determine your professional development wants and needs. She's gotten some really interesting feedback and in the next few weeks we'll be sitting down and plotting out the PD schedule for the next few months. But in the meantime, there's plenty to keep people busy — the CERIC/NSCDA webinar series on sustainable employer engagement (see page 8 for details), workshops on diversity and inclusion, the upcoming RPL and Ability Starts Here symposia, and Neasa Martin's seminar on mental health. And that's just the tip of the iceberg! Watch the events calendar on the NSCDA website for upcoming events.

Certification continues to be busy, too. Over the summer, another 14 individuals finished the certification process and were granted their CCDP designation. That brings the total to 118, with about 80 in process. We expect to have approximately 200 CCDPs by the end of the year. Believe me when I tell you we are regarded with awe by the other provincial certifying bodies! Nova Scotia is truly at the forefront of career development practice in Canada. We're also just finalizing the Career Pathways to Certification documents for those who want to begin the certification process but don't yet have the required 5400 hours (three years in the last five) of full time CDP experience. And for those who have their CCDP designation, the requirements for certification have also been finalized. Keep an eye on the website and social media (Facebook and Twitter) for details.

The NSCDA is very excited about being involved in the development of the Centre for Employment Innovation and Excellence (CEIE) at St Francis Xavier University's Extension Department / Coady Institute. The CEIE again puts Nova Scotia in the forefront of career development practice in Canada; currently only BC has such a centre and Ontario is in the process of developing one. The CEIE will produce innovative research around career development best practices. The details are still being worked out over how we will be working together, but stay tuned for an announcement in the next few months.

Remember that the NSCDA is YOUR organization. We belong to the members, and everything we do is based on your wants, needs and ideas. We want to hear from you!! 🍁

Paula Romanow, Executive Director

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Diversity is a Reality, Inclusion Remains a Choice

Kathy McKee, Board Chair

I was fortunate to attend a conference in Toronto in September called Six Degrees Citizen Space 2016. The conference attracted attendees from around the world, all discussing issues of inclusion, exodus and prosperity, with a focus on how refugees and immigrants are welcomed into societies. Canada was held up as a beacon of hope for the world, where in Europe and North America the trend is moving to a narrow definition of who is welcome and who fits in. Although Canada certainly hasn't done everything right, and has a history to reconcile with its treatment of indigenous and immigrant peoples, overall Canadian policies and the general feeling of citizens about what is the right and good thing to do for fellow citizens of the world has many countries looking on in admiration.

In Toronto, where 52% of the population is foreign-born, the city has wrapped its arms around the concept of diversity and has included (not without its problems, mind you) many, many more nationalities in the broad framework of employment, training, language and policy. Students in Canada's largest school board (Toronto District School Board) requires all of its schools to read as part of the morning announcements, four sentences that acknowledge aboriginal people

and their land. During the conference there was great emphasis on non-racial indigenous ideas that leave space for multiple identities and multiple loyalties, for an idea of belonging..."which shifts humans from their autocratic role as masters of the universe to one more integrated into the place itself." (John Ralston Saul, The Globe and Mail, Apr. 22, 2016)

I also visited a centre in Toronto called "Skills for Change" a large organization (by our standards) that provides learning and training opportunities for immigrants and refugees. The critical aspect of their success is partnership, networking, implementation of innovation and the adoption of an anti-oppression framework throughout the organization.

The conference highlighted that Canada is an experiment in multiculturalism that is working. The inclusion of all people in our community and province are critical to create the kind of prosperity that Nova Scotians envision for themselves. Career development plays an important part in connecting its citizens to opportunities and makes room for all constituents to sit equally at the same table. 🌍



CERTIFICATION UPDATE

Phil Ward
Registrar, NSCDA

It has been my pleasure to communicate with the staff and managers from the new Nova Scotia Works centres province wide over the last three months. We appreciate the feedback from certification candidates about the improvements we

have made in the certification processing times and communication. We are focusing on continually improving these areas; having additional staff has certainly helped!

Congratulations to the 14 new CCDPs who completed the process this summer. This brings the total number of CCDPs in Nova Scotia to 118. This last exam was a paper-based version; currently we are exploring new learning management software to assist in delivering and evaluating our future exams, but for the moment, we will continue to use the paper version. Currently we have approximately 75 candidates in process; we expect to have approximately 200 CCDPs in the province by the end of the year.

We are in the final draft stage of our Career Pathways workbook. Approximately 10 candidates will be going through this process, and we expect that there will be more. The Career Pathway stream
Continued on next page . . .

is for those who wish to be certified but who haven't yet met the 5400 hours (3 years in the last 5) of full-time work in the career development field. The Career Pathways process is a mentorship model and we strongly urge our current CCDPs to become a mentor for any Career Pathways candidate in your centre. There is an excellent infographic outlining the Career Pathways process on the NSCDA website.

There have been some questions about the recertification requirements. In short, it is 60 hours of professional development over the three years starting from the date you were granted certification. Those 60 hours need to be collected as follows: a minimum of 10 hours each in at least 4 of the 6 competencies found in the NS Profile. This is to ensure that you maintain your skills over the full spectrum of practice as you go forward. As you complete your PD, you should send it in to Chantelle Marshall (cmarshall@nscda.ca) who looks after the admin for the certification program. We would prefer you to send it in as you do it instead of trying to wait until the end of the three years. A form is being developed for you to send in which will accompany your proof of attendance. This will make it easier for you and for us to keep your recertification hours updated.

The increase in candidate numbers means that we are in need of more assessors and a call for assessors will be going out shortly. Please consider becoming involved in this great opportunity! The Assessors Guide is in its final draft and will

be sent out to our assessors shortly. In addition to the Assessors Guide, our assessors' stipend program has begun.

The next certification exam will be held on Nov. 22. For 2017, our goal is to administer exams in February, May, August, and November. These months work best for candidates' availability.

The success of our certification model has caused a lot of interest outside of Nova Scotia. In addition, we are working hard to promote certification outside of the NSW centres. If you are a member but don't work in a NSW centre, we strongly encourage you to call and find out why certification is a benefit to your career. We continue to improve the information provided on our website; it's a great starting point whether you are exploring the Certification program, wanting to find out about the Career Pathways Program, or finding out about upcoming PD opportunities on our new event calendar. And of course, you can always get in touch with me at registrar@nscda.ca or by calling (902) 835-0315.

My primary goals as Registrar for 2016-17 is to increase communication with our candidates and to improve processes within Certification. It is my pleasure to provide support and information during each individual's journey to becoming a CCDP/CDPc. The NSCDA is here to support our current members and candidates in the process, while looking towards future growth. 🇳🇸



Pam Tracz facilitates a focus group session at a Nova Scotia Works centre in Halifax.

Training and Professional Development Update

Pam Tracz, Training and PD Coordinator, NSCDA

As sad as I am to say goodbye to summer, the cool breezes and vibrant colours of fall are always welcome. For the last few months I've been busy visiting Nova Scotia Works centres across the province, meeting with wonderful, dedicated managers and staff to discuss their professional development (PD) needs. The information and insight I've acquired will be essential as we move forward. Thank you for making me feel welcome and for sharing your thoughts and ideas.

At this time, the PD needs assessment is about two-thirds complete. This means that I have visited most of the centres and met the management teams to assess learning requirements. The third phase of the process is to conduct an online survey. Links to complete the survey will be distributed through centre managers in the near future. When that final phase is complete, I will compile a report and PD plan. Then I can begin the exciting phase of filling the PD calendar with upcoming sessions, webinars and other events. Information on all PD sessions will be posted on the NSCDA website PD Calendar or Events page, and our Facebook page at <https://www.facebook.com/theNSCDA/>

We will also be sharing PD opportunities offered by NSCDA and other organizations through email and social media. 🇳🇸



MEMBER PROFILE

Francine Thimot

Manager, Conseil de développement économique de la Nouvelle-Écosse (CDÉNÉ),
Services à l'emploi Clare/Argyle
Employment Services



Francine Thimot's career path has been fairly straight forward. After completing university there were no false starts while she experimented in other fields or other lines of work; even her experience as a substitute teacher afforded her a strong background for what she does today. Her education and job choices were, at times, due more to pragmatism than a long-term vision for her life, "I needed a job," she says, simply.

In 1993, Francine graduated from Université Sainte-Anne with a Bachelor of Arts (BA) and a Bachelor of Education (BEd). Unable to find a full-time teaching position, she decided to go back to university in the Bachelor of Business Administration (BBA) program. She graduated in 1998. It was then things started to take shape, and she began to really foster and forge the job experience and training that lead to her becoming Operations Manager of Le Conseil de développement économique de la Nouvelle-Écosse's (CDÉNÉ) Employment Services Centre. Perhaps more noteworthy is the fact that she did this all without ever straying far from the community she grew up in and feels such a strong connection to.

Francine made the decision to stay in the community she grew up, Baie Sainte-Marie, because family and the Acadian culture are very meaningful to her. Her Acadian heritage and background has been the core of her upbringing and has molded her into the person she is today. Francine explains that it is important to her to live in a community where she can speak her mother tongue every day and not lose touch of her culture.

With her freshly minted BBA, Francine was hired as a Job Finding Club Co-Facilitator with the Jodrey Centre (University-based Business Development Centre) at Université Sainte-Anne. After that six-month contract ended, they offered her the position of business intern, working with small businesses, developing business plans, and conducting feasibility studies. In 2000, her employer acquired govern-

ment funding to open an employment services centre in the Clare area and Francine became the centre's manager. In 2006, Clare Employment Services merged with CDÉNÉ's Argyle Employment Services. CDÉNÉ is the only provincial Francophone economic development organization in Nova

Scotia. It offers assistance to businesses, not-for-profit organizations, job seekers, economic immigrants, and communities to ensure their economic success.

Things have changed for the centre over the years. Staff have expanded their skill sets and rather than having one specialist, such as youth under 30, career development practitioners work

with anyone who comes into the office, says Francine. "It's very inclusive now. We serve all unemployed Nova Scotians." Francine sees this as a very positive step. She's also pleased that they have recently brought an employment engagement specialist on board who can focus on building working relationships with local businesses and employers.

The Francophone/Acadian community is quite unique, so it's paramount that people who work there are fully bilingual. "Acadians appreciate being served by another Acadian who speaks the language, it makes communication easier and is definitely an advantage," she says. "It's a requirement that everyone in the office is fluently bilingual."

The offices are also located in an area that draws people from different regions, offering convenience to rural residents who might otherwise not be able to access services so easily, she says. "Church Point, in the Municipality of Clare, is between Yarmouth and Digby. It's approximately 40 minutes each way and we don't have bus services. For some clients, transportation can be an issue and they cannot afford to drive forty minutes for much-needed services." Even for people living in the Pubnico area, the centre in Tusket, in the Municipality of Argyle, can save them approximately 20 minutes travel time,

Continued on next page . . .

so having fully trained people with the skills to serve all these communities in both official languages is a bonus, she adds.

In regard to her own personal development, Francine is a true lifelong learner, and she recently completed the Introduction to Employment Services (IES) Certificate program at Dalhousie University in Halifax, and is working on her CCDP designation through NSCDA.

In her spare time, Francine enjoys spending time with her family, which includes her husband, parents and two

brothers, who also live in the community. "I also enjoy playing hockey." She's been playing ice hockey for 25 years, and currently plays in a recreational league. Francine began playing hockey as a student, joining the Université Sainte-Anne women's team to stay in shape (she was also a lifeguard) and because she had a few friends on the team. She fell in love with the sport and now plays on the Clare Ladies Team, where she is co-manager responsible for recruiting players, organizing the league's schedule, and ensuring registration fees are paid. It seems Francine's management skills are evident in everything she does. 🇨🇦



RECOGNITION OF PRIOR LEARNING (RPL) SYMPOSIUM

Jobs without People, People without Jobs: RPL as a Workforce Development Tool

Tuesday, November 8 – Wednesday, November 9, 2016

NSCC Akerley Campus, Woodlawn Road, Dartmouth, NS

Recognition of Prior Learning (RPL) practices help individuals, organizations and industry successfully overcome the "skills gap" by identifying and validating individuals' skills and knowledge for educational credit, professional credentialing, employment and more.

This symposium will include an exciting line up of local and national speakers from the RPL field, who will share the how to's, best practices, and benefits. It will be followed by a series of workshops to kick-start or enhance your RPL practice.

Includes a half-day session with Teresa Francis, specifically aimed at CDPs:

The RPL Continuum: Moving from Portfolio to Competency-Based Assessment in Career Development Practice

Registration is FREE, but limited to 120 people. For more information visit RPLsymposium.ca

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ADHD and Career Counselling

by Keith Gelhorn

Growing up, my life could be best described as riding massive roller-coaster! My K-12 educational experience was summed up in 1993 by my high school principal who told me that “given your performance at high school, it doesn’t matter what you do in life, you’re always going to be a failure.” Those words haunted me for the next 18 years. I left with a chip on my shoulder the size of Texas, which made me prone to something called “flash anger”.

It wasn’t until my mid 30s that I challenged those skeletons in my closet, following a diagnosis of depression, anxiety and ADHD at the age of 34. I was fortunate to meet an amazing clinical social worker named Renee Canavero and we met on a weekly basis for 2.5 years. She helped me tackle my limiting beliefs through Cognitive Behavioural Therapy and coached me to focus on the future rather than dwell on my past.

Following that experience, I decided to go back to school to become an ADHD coach, and in 2012 opened my business, ADDvocate ADHD & Life Skills Coaching. We help youth and adults in their transition to: post-secondary education, career exploration, and entrepreneurship. We also provide peer-led Inclusion training for educators, employers, and caseworkers to maximize productivity of this dynamic workforce.

My top strADDegies for Success

Learn as much as you can about how ADHD impacts you. ADHD is broken down into three different categories:

1. Physically restless (hyperactive-impulsive subtype);
2. Mentally restless or a daydreamer (Inattentive subtype);
3. A combination of the two

In addition, according to www.CHADD.org (The National Resource on ADHD), more than two thirds of individuals with ADHD also have at least one other coexisting condition.

These include, but are not limited to:

- Oppositional Defiant Disorder or Conduct Disorder
- Mood Disorders
- Anxiety
- Tics and Tourette Syndrome
- Learning Disabilities

- Sleep Disorders
- Substance Abuse

Executive function, the control centre of the brain. Dr. Russel Barkley, one of the leading researchers on executive function, breaks down executive functions into four areas:

- Non-Verbal Working Memory
- Internalization of Speech (verbal working memory)
- Self-Regulation of affect/motivational arousal
- Reconstitution (planning and generativity)

Barkley’s model suggests that people with ADHD are unable to delay responses, which causes them to act impulsively and without adequate considerations of the future: in other words, they have “time blindness.”

My number one strADDegy for this is to plan everything using an agenda called a Passion Planner. I also use erasable pens and highlighters to colour code everything! The only way to get a handle of time management and your future is to stare at it / work on it on a daily basis.



Challenge your limiting beliefs. Have you ever heard the saying “bring about what you think about?” One of the key indicators that I have seen amongst both my clients and myself is a constant barrage of self-limiting beliefs. Often, these start in childhood by being told to “sit still, don’t touch that, get out of that, quit being so lazy, etc..” The results of those repetitive messages can lead to adults living in a world of self-doubt. You can help your clients by encouraging them to write down a list their self-limiting beliefs and coming up with a complimentary list of their positive assets to quiet those thoughts.

Relationship Building. One of the worst side effects of limiting beliefs is that we can withdraw from asking for help. You can coach your clients around the benefits of having support and that you will be there whenever they need support. Be sure to reiterate on how to best contact you. Another tip is rather than sending clients off on their own to access community resources, send an email with your contact person / your client’s contact information on it to all parties. This will help trigger them to follow up with each other.

To disclose your ADHD or to not disclose, that is the question. I believe the biggest value of increasing self-awareness and self-esteem is to not focus on the label of ADHD, but on the underlying symptoms. You can help your clients uncover the underlying symptoms and teach them tools for self-ADDvocacy as well as uncovering accommodations and community to combat those symptoms.

Assistive Technology. There are all kinds of apps out there that can help with productivity. Here of some of my favourites:

- Written to Text (can also record speech)
- Smart Pens (LiveScribe pen)
- Speech to Text (Dragon Naturally Speaking)
- Text to Speech (Natural Readers)
- Cloud based tools (Google Apps. Most are free)
- Google Chrome Plugins (Stay Focusd, Be Limitless, Clearly, Grammarly, Dayboard, etc.)

Coaching. There’s a big difference between telling someone what s/he should do or be and coaching that person to come up with his or her own plan. Ask clients what they want from life, challenge them to think and dream big and support accountability while they go through the process. 🌟

Keith Gelhorn is the owner of ADDvocacy ADHD & Life Skills Coaching Ltd. www.ADDvocacyCOACH.com. He also runs a FREE ADHD Support Group called the The Nova Scotia ADHD Action Group and is the founder of the 2016 strADdegies for Success Expo.

The 2016 strADdegies for Success Expo

October 19, from 1 - 7pm

Alderney Landing Market, Dartmouth

This transition expo is aimed at making youth and adults living with disabilities aware of supports available to them in Nova Scotia and Canada. **Admission is free** for the general public. Booths still available.

DON'T MISS THIS EXCITING WEBINAR SERIES

Strategies for Finding, Serving and Retaining Employers

Webinar 1 Employer Needs Assessment: Getting to Know Your Target Audience

Presenters: **Amrita Hazra** and **Jim Key, CCDP**
Date: Tuesday, October 18 Time: 1 pm - 2 pm AST

Webinar 3 Employer Engagement and Retention for Persons with Disabilities: Breaking Down the Barriers

Presenter: **Kim Aker**
Date: Tuesday, November 15 Time: 1 pm - 2 pm AST

Webinar 2 Employer Engagement and Retention for Young Jobseekers: What Does It Take?

Presenter: **Angela Hoyt**
Date: Tuesday, November 1 Time: 1 pm - 2 pm AST

Webinar 4 Strategies for Finding, Serving and Retaining Employers in Hiring Immigrants

Presenters: **Mohja Alia** and **Sherry Redden**
Date: Tuesday, November 29 Time: 1 pm - 2 pm AST

Single Session NSCDA Member: \$35 / Single Session Non-Member: \$45

Full Series NSCDA Member: \$119 / Full Series Non-Member: \$159

Each webinar in the series will be self-contained, but it is highly recommended participants register for all four, as presenters will refer to, and build upon, topics and examples from previous sessions. **Nova Scotia Works centre employees should talk to their managers before signing up.**



Don't forget the NSCDA is on [Facebook](#), [Twitter](#), and [LinkedIn](#).



Province Partners With StFX to Create New Centre for Employment Innovation and Excellence

The Nova Scotia government is partnering with St. Francis Xavier University to create a new Centre for Employment Innovation and Excellence (CEIE).

The centre is a key part of the province's redesigned employment services system, Nova Scotia Works, which was launched mid-Sept, and will receive \$2.1 million dollars over three years through the Canada-Nova Scotia Labour Market Development Agreement.

The CEIE will act as the provincial hub for research and innovation in employment services delivery. Since the new system has more front-line workers to support Nova Scotia's workforce, it will be important that the centre work with them, as well as with communities, to develop and test new approaches for inclusive, best-in-class employment services to help people get jobs.

The NSCDA will be working very closely with StFX in the development of the new centre. Once it is up and running early in 2017, we will be an important component in transferring research into practice.

The university's extension department will be working with the new centre to enhance opportunities for students and the surrounding community. 🇳🇸



At the launch for the CEIE are, left to right: Vicki Elliott-Lopez, Exec. Lead, NS Works, Skills and Learning Branch, DLAE; Kelly Regan, Minister of Labour and Advanced Education; Phil Davison, Director of Extension, StFX; Elizabeth Mills, Senior Exec. Dir., Skills and Labour Branch, DLAE.

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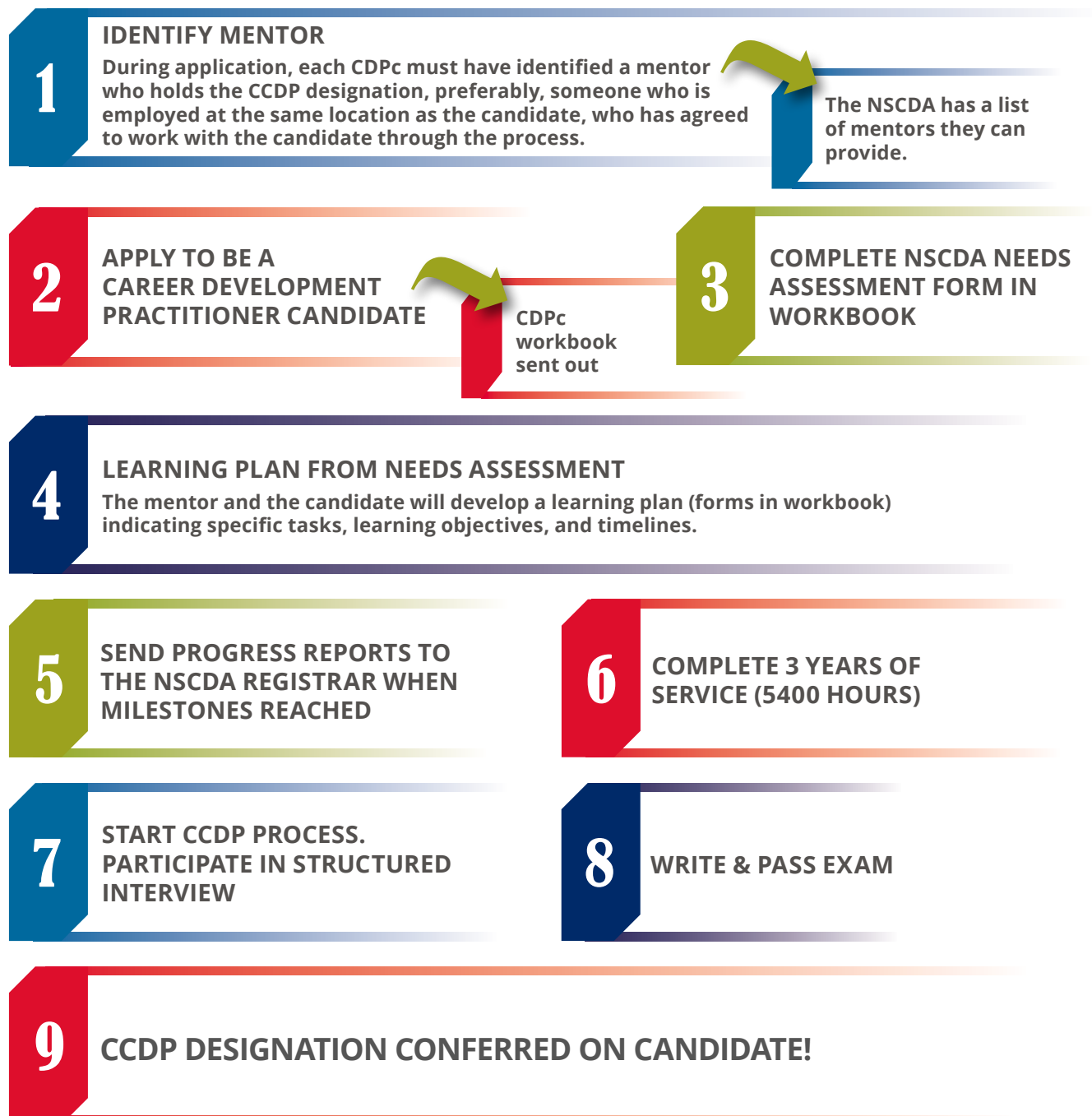
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Career Pathways to Certification



People working in the field who do not meet the three-year requirement can apply to be a **Career Development Practitioner candidate (CDPc)**. This will allow them to develop the competencies required to become certified while gaining the mandatory work experience and hours.

This chart assumes successful completion and approval of each step.





Taking a Fresh Perspective

9th Annual Symposium on Inclusive Education and Employment

In Celebration of the International Day of Persons with Disabilities

Wednesday, November 30, 2016

7:30 AM to 4:30 PM

World Trade and Convention Centre, Halifax, NS
(Register before October 15th for Early Bird Rate)

Join us for the Awards' Breakfast at the Lieutenant Governor's Persons with Disabilities Employer Partnership Awards and the David and Kathleen Mooney Altruism Award. Develop disability competent skills through professional workshops and panel discussions for employers, labour organizations, educators, government representatives and service providers. Network with over 300 participants. Visit the Entrepreneurs' Market. Grow inclusive and accessible employment and educational opportunities for persons with disabilities to fully participate in Nova Scotia's economic growth. For further information and registration, visit our website at abilitystartshere.ca.

GUEST SPEAKERS

Recognized as a "visionary of disability employment advocacy" domestically and internationally, **Randy Lewis** is the Founder of the NOGWOG Disability Initiative to assist businesses and communities developing and launching disability hiring programs. As Walgreens Senior Vice President of Supply Chain & Logistics, he pioneered a model that resulted in a more inclusive and effective workforce for the company, improved the wellbeing of the surrounding community, and has had a positive impact for all those involved, with and without disabilities.



Gary Birch's specific areas of expertise include assistive technologies, accessibility of new emerging technologies and service delivery programs for persons with disabilities. Gary received a Doctorate in Electrical Engineering (Biomedical Signal Processing) in 1988. He was appointed Director of Research and Development at the Neil Squire Society in 1988, Executive Director in 1994, and an Officer in the Order of Canada in 2008. He was a member of the recent National Panel on Labour Market Opportunities for Persons with Disabilities and is on the sub-committee on Access to Technology for the Council of Canadians with Disabilities.



Scott Jones began the anti-homophobia/transphobia campaign Don't BE Afraid after suffering a hateful attack that left him paralyzed from the waist down. Determined to create positive change, the campaign has grown to have supporters from across the globe, and includes VOX - a Choir for Social Change. Scott works with Easter Seals Nova Scotia, dedicated to breaking down barriers for Nova Scotians living with disabilities, and the Rainbow Refugee Association of Nova Scotia, helping gay and lesbian refugees escape persecution and resettle in Halifax.