

Breaking Barriers to Employment



Telling an Employer about your Disability

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The information an individual shares about their disability should be determined by their comfort level and relevance to the position (e.g. nature of disability and functional limitations). Persons with disabilities have a legal obligation to tell an employer about their disability only as it relates to job duties/responsibilities, a workplace accommodation or a safety risk in the work environment (NEADS, 2018).

Know Yourself

- Be knowledgeable about your academic, work and volunteer experiences.
- Clearly communicate your strengths and skills when connecting with employers.
- Speak confidently about the value you contribute to the organization.
- Learn ways to redirect the conversation if necessary – ensure the focus of the conversation is about how you are the best candidate for the position.

Workplace Accommodations

- A workplace accommodation refers to any equipment, practices and/or policies that allow you to fully participate and succeed in your work environment (e.g. additional or modified equipment, flexible work schedule, additional training) (Disability Alliance BC, 2016).
- The Canadian Human Rights Commission states that employers have the duty to accommodate current or potential employees with disabilities up to the point of undue hardship. Undue hardship is determined by factors such as financial costs and health/safety risks (Canadian Human Rights Commission, 2018).

Breaking Employment Barriers

Are you a student who is experiencing barriers to finding or maintaining employment? Connect with a Career Advisor to explore possible ways to reach your full potential and achieve your career goals.

To book an appointment with a career advisor, visit: <https://www.mun.ca/student/student-success/career/>

Job Application Process – Telling an Employer about your Disability

When to Share	Key Considerations
Resume and Cover Letter	<ul style="list-style-type: none"> • Organization may have an employment equity hiring policy and is looking to increase diversity within the workplace • Limited opportunity to prove your ability to be successful in the role and to address employers questions/concerns • Employer might not have confidence in hiring an individual with a disability • Stereotypes and assumptions could result in being screened out of the hiring process
Invite for an Interview	<ul style="list-style-type: none"> • Employer is interested in your qualifications • Accommodations for the interview can be arranged • Employer will not be caught “off-guard” and will have time to consider relevant questions • Stereotypes and assumptions may influence the employer’s mindset before the start of the interview
Interview	<ul style="list-style-type: none"> • Opportunity to facilitate a conversation that directly addresses the employers relevant questions/concerns, while highlighting your skills, strengths and abilities • Employer may become uncomfortable/respond negatively • Interview could become focused on your disability rather than on how you are good candidate for the position
Job Offer	<ul style="list-style-type: none"> • The hiring decision was directly influenced by your skills and abilities and not your disability • Employer has the duty to accommodate you up to the point of undue hardship • Allows time to arrange any necessary accommodations before you begin work • Employer could become uncomfortable and respond negatively
Start of Work	<ul style="list-style-type: none"> • Opportunity to get comfortable with the work environment, to demonstrate your skills/abilities, and to determine if you will require an accommodation • There could be a delay in arranging and/or receiving accommodations

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 (709) 864-2033 or careerdevelopment@mun.ca

References

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