



# CO-OP WORKS



Greetings from the Mount Co-op Office,

With the holidays just around the corner and a new year approaching, the Co-op Team is pleased to take some time to reflect on our shared successes. In 2016, we facilitated over 300 co-op, practica and internship work terms. Mount students worked in a variety of sectors here in Halifax and across the country.

During visits with employers and students over the fall, we were pleased to learn about the positive impact students were making in the workplace. *Thank you to our 205 employers who hired Mount students in 2016.* It is because of your commitment to mentorship that students are gaining meaningful work experience throughout their educational journey.

To formally recognize our students and employers, our office awards the Mount Co-op Student of the Year and the Co-op Employer of the Year Award. A call for nominations was sent to all employers who hired a student this past

year and we encourage you to submit an application. The deadline is **Friday, January 6, 2017.**

We also look forward to the annual Employer of the Year Award where students can nominate their supervisors for providing a meaningful, well-rounded learning experience.

The holidays are always a nice time to slow down, reflect and set new goals. In 2017, the Mount Co-op Team will hit the ground running as we work with over 145 students for the summer term. We will also continue to support students who are in the workplace.

We hope you enjoy this issue of *Co-op Works*. May the holiday season bring you much relaxation and time spent with family and friends.

Sincerely,

*-The Mount Co-op Team*

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## Important Dates

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- **January 11**  
First employer deadline
- **January 16**  
First round of job postings
- **January 27**  
Funding deadline
- **February 10**  
Interviews and direct offers begin

## Tips for Onboarding Your Co-op Student

**Plan ahead:** In order to maximize the co-op experience, we encourage you to plan ahead by arranging computer access, email access and paperwork ahead of time. Think about projects and have a plan so your student can hit the ground running!

**Set regular check-in meetings:** Schedules can fill up quickly so we encourage you to set consistent meetings with your co-op student to ensure projects are on track and lines of communication remain open. Carving out these times on a weekly or daily basis helps to keep everyone on track and in the know.

**Re-familiarize yourself with the Mount's New Employer Handbook:** There are lots of great tips and best practices in the Employer Handbook to assist you at every step in the co-op process. The handbook provides an overview of co-op deliverables as a Mount co-op employer and how we can support you.

**Overlap previous co-op student with incoming student:** Students consistently tell us that it is always nice to hear from another student who has been in the role. Consider having overlap between students so they can chat in-person about projects. If this is not possible, consider having the student prepare notes for the incoming co-op.

### NS Labour & Advanced Education Launches LaMPSS



Labour Marketing Programs Support System (LaMPSS) is a set of business processes developed to focus on the administration of labour market programs and services.

In an effort to streamline services for clients who apply for funding, LAE is asking NS co-op employers to register their organization with LaMPSS. To complete the application form visit: [www.novascotia.ca/lae/LaMPSS/LaMPSS.asp](http://www.novascotia.ca/lae/LaMPSS/LaMPSS.asp)

## A Bright Team: From Mount Grads to NSP Employees

Nova Scotia Power (NSP) has been a long-time co-op employer, hiring Mount students for close to ten years. There is no shortage of projects for students to be involved in while completing a work term at NSP. Current co-op student Morgan Whynot has been gaining exposure to a diverse range of communications activities including graphic design, writing for the website, social media as well as organizing internal events.

A major value-add to Morgan's co-op experience has been working alongside three Mount public relations graduates. "This work term has been so rewarding. I have had the chance to be involved in a lot of cool projects. We collaborate as a team but I'm also given creative freedom in my role. Both my supervisors have gone through the PR program at the Mount so they understand some of the challenges and the opportunities. I have definitely grown a lot and built my confidence while being here."

Caitlin Walker graduated from the program in 2011 and is now the team lead in the role of Senior Communications Advisor. "It's pretty amazing to see things full-circle. Six years ago, I was in Morgan's shoes completing my last work term and getting ready to enter the real world to find a full-time job. It was stressful but exciting. Fast forward a few years and now I'm in a position where I'm able to mentor students and help them in their journey. Through my own co-op experience, I was able to build professional relationships and gain relevant experience."

The team at Nova Scotia Power is certainly shining bright. In addition to hiring co-op students, the team is committed to investing in the community by participating in events like the 2016 Halifax Pride Parade. Most recently, Emera, a parent company of NSP was also named best large business co-op student employer through the Halifax Partnership Game Changers initiative. "There is always a lot of work to be done, but we have fun too," says Morgan. From co-op students to co-op supervisors, the possibilities are endless.



L-R: Amber Rethman, Morgan Whynot, David Rodenhiser, Caitlin Walker and Maeghan Murphy