

September 8, 2010
D/BU #11/2010-2011



Project LINK

To: District/Bargaining Unit Presidents
From: Ken Coran, President

For Information

OSSTF/FEESO offers Project LINK, a career counseling service for members who may wish to explore career alternatives.

A Bargaining Unit President or designate may submit applications to Provincial Office to request career counseling for members who are experiencing difficulties practicing their professions/vocations to such a degree that they are seriously considering other work options. Some typical issues might include:

- loss of contract
- position elimination
- burn-out
- health or emotional problems
- unsatisfactory performance appraisals
- disciplinary procedures
- loss of interest

The program may also assist members who are feeling stuck in their jobs and want to explore growth opportunities within their professions/vocations.

The counseling service typically consists of vocational evaluation and a two hour counseling session with a career counselor. During the session the result of assessment materials are reviewed and possible career options are explored and suggested.

Project LINK does not provide funds for tuition or retraining fees and does not provide job placement services.

In order to access Project LINK, a completed application form must be forwarded by a member or the member's Bargaining Unit President/designate to the LINK coordinator. The present coordinator is Brad Bennett, Executive Assistant, OSSTF/FEESO Provincial Office.



The application will be reviewed by the LINK coordinator, and if appropriate, it will be approved and forwarded to the counseling provider.

Confirmation of approval will be sent to the member with a copy to the Bargaining Unit President. If the application is denied, the member will be informed.

The counseling provider will contact the applicant directly regarding the specifics of the project.

The counseling provider may also suggest additional counseling time if the circumstances warrant.

Completed applications should be sent by FAX to:

Brad Bennett
Executive Assistant
OSSTF/FEESO Provincial Office
FAX 416-751-7858

BB:ldr cope 343
Attachment





PROJECT LINK

Application for Individual Career Counselling

ALL INFORMATION IS HELD IN STRICT CONFIDENCE

Applicant Information

Name	Date
Address (include postal code)	School/Work site
	Address (include postal code)
Home Telephone #	School Telephone #
Mobile Telephone #	Email

Background Information

Number of years OSSTF Membership		OSSTF Membership#
OSSTF District Name	OSSTF District #	Bargaining Unit

REASON FOR REQUEST (Please supply details as to whether the member is in peril, professionally or personally, is ill or disabled, is just interested in exploring other careers or any other reason why the member is a candidate for LINK.)

Attach additional sheet if necessary

Application completed by: _____ (title): _____

I give permission to OSSTF to share information contained in this application to the career counselling service provider

Signature of applicant Date

FAX application to: Brad Bennett, Executive Assistant, 60 Mobile Drive, Toronto, Ontario M4A 2P3 Telephone:
416-751-8300 or 1-800-267-7867 Fax: 416-751-7858