



#### **INSTRUCTIONS:**

Topics that were introduced in the Working chapter of the Newcomers' Guide have been put onto individual cards with some suggestions of initial questions/points for students to research outside the classroom. Students (or pairs of students) should choose a topic that is of interest to them. (note: If their chosen topic has already been "taken"; they can be reminded that they will have the opportunity to get the information at a class consolidation of the research (the "jigsaw" portion).) Students are to find more information about their topic, using the Blue Pages, government info-lines and websites, HRDC brochures, newspaper articles, or other resources outside the classroom. A Research Contact List worksheet has been prepared to help the students organise their research and findings. They can fill in the "Contact" column with the name/organisation, its telephone number, brochure title or webpage address. Information they get is to be filled in the next column, and suggestions, links, or additional sources they receive from the first contact can be copied under the "Suggestions" heading. After the assignment is due, students are to bring the information they found and share their findings, filling in the charts of the Research Findings worksheet.

**REQUIRED STRUCTURES:** asking for information, making requests for brochures or other resource materials

**REQUIRED VOCABULARY:** from individual cards

**GROUP SIZE:** individual (weaker students may work in pairs)

**HANDOUTS:** Research Topic cards (one per student/pair)

**OTHER MATERIALS REQUIRED:** telephone book, telephone, Internet access

**RELATED GRAMMAR:**

**FOLLOW-UP ACTIVITIES:**

# WORKING

## TOPIC RESEARCH: JIGSAW



### WORK SHEET

#### TOPIC RESEARCH WORKING CARDS

##### MINIMUM WAGE

- what's the minimum wage in BC?
- what's the minimum wage in other Canadian provinces?
- how do workers feel about the wage?
- how do employers feel about the wage?
- what types of jobs are at minimum wage?

##### ESB

- what does the Employment Standards Branch do?
- what types of complaints does it deal with?
- what is the process for filing a complaint?
- what's a "Self Help Kit"?
- how long is the waiting period?

##### TRAINING WAGE

- what's a "training wage"?
- how much is it?
- how long does it last?
- what kinds of workers earn a training wage?
- do other provinces have a training wage?
- how do workers feel about the wage?
- how do employers feel about the wage?
- what do you think?

##### MATERNITY LEAVE

- how long is maternity leave?
- who can take it?
- what is the security of a job after maternity leave ends?
- what is parental leave?
- who can take parental leave?
- what benefits are paid during maternity and parental leave?

# WORKING

## TOPIC RESEARCH: JIGSAW



### WORK SHEET

#### TOPIC RESEARCH WORKING CARDS

<p style="text-align: center;"><b>EI</b></p> <p><b>eligibility requirements:</b></p> <ul style="list-style-type: none"><li>• <b>how long working?</b></li><li>• <b>reason for leaving?</b></li><li>• <b>part time or full time?</b></li><li>• <b>documents (papers) required?</b></li><li>• <b>what's the waiting period?</b></li><li>• <b>what are the benefit amounts?</b></li><li>• <b>what do recipients have to do while they receive EI?</b></li></ul>	<p style="text-align: center;"><b>SIN</b></p> <ul style="list-style-type: none"><li>• <b>what is a SIN used for?</b></li><li>• <b>who can get one?</b></li><li>• <b>how do you apply?</b></li></ul>
<p style="text-align: center;"><b>WCB</b></p> <ul style="list-style-type: none"><li>• <b>what does WCB cover?</b></li><li>• <b>who pays for it?</b></li><li>• <b>what are the benefits?</b></li><li>• <b>is it mandatory?</b></li></ul>	<p style="text-align: center;"><b>UNIONS</b></p> <ul style="list-style-type: none"><li>• <b>who can join a union?</b></li><li>• <b>what are the biggest unions in BC?</b></li><li>• <b>what kind of fees do union members pay?</b></li><li>• <b>what benefits do unions offer?</b></li><li>• <b>how do employers feel about unions?</b></li><li>• <b>what do you think?</b></li></ul>



#### TOPIC RESEARCH WORKING CARDS

##### LABOUR DAY

- what's the history of Labour Day?
- what's its significance today?
- how is it celebrated where you live?
- how is it celebrated in other areas?

##### INCOME TAX

- who must file income tax?
- what forms do you need from your employer?
- what forms do you need from the government?
- where can you get help filling out the forms?
- what are "tax breaks" (i.e. RRSP, RESP contributions, tuition, etc.)

##### VACATIONS

- what is the minimum allotment?
- what is vacation pay?
- what are the statutory holidays? are they included as "vacation"?
- how are individual worker's holidays scheduled? (can workers take holidays at any time? what are some restrictions?)

##### SEASONAL WORK

- what types of jobs are seasonal?
- what are the seasons? (how long do people work?)
- what employment standards apply?
- what are the employment insurance qualifications?

# WORKING

## TOPIC RESEARCH: JIGSAW



### WORK SHEET

#### WORKING: RESEARCH FINDINGS

Share information with your classmates to fill in the charts below. Decide what topics you want more information about, and talk to the students who researched that information.

TOPIC:	WHERE S/HE LOOKED:	WHAT S/HE FOUND:

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# WORKING

## TOPIC RESEARCH: JIGSAW



### WORK SHEET

#### RESEARCH CONTACT LIST

As you look for information about Working in BC, fill in the names, phone number or address and information you get from the people you contact. This will help you keep your information organised and easier to share.

CONTACT:	INFORMATION:	SUGGESTIONS:

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CONTACT:	INFORMATION:	SUGGESTIONS: