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Work Study Employer Ambassador

Working Together

May 22nd 2020

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Welcome ...

- Introductions
- The new Work Study Subsidy Management system
- Key Dates for Input
- High-Level Project Timeline



The new Work Study Roadmap

The first “phase” will provide the **key operational components** of the new Work Study system. Phase 2 and beyond will **optimize and embed** the new tool.



PHASE 1

OPERATIONALIZE

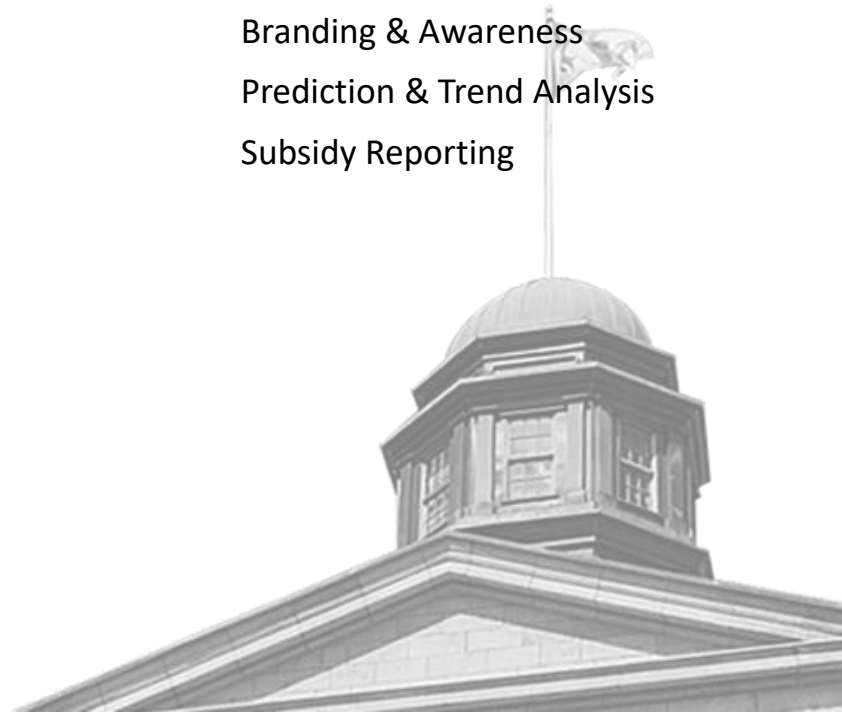
- Student application to Work Study Program
- Financial Aid Counselor adjudication of student applications
- Employer application for Work Study Subsidies
- Approval/allocation to Employer Subsidies
- Employer Subsidy Reimbursements
- Subsidy Monitoring & Tracking
- Amendments & Changes



PHASE 2

EMBED & OPTIMIZE

- Branding & Awareness
- Prediction & Trend Analysis
- Subsidy Reporting



Why a new Work Study Subsidy Management System?

- POPS decommissioned with HR Work Day
- An opportunity to
 - Clarify HR vs. Student Aid functions
 - Improve services and transparency to both students and employers
 - Make processes more efficient for employers and our office
 - Optimize subsidy funds available
- The significant changes
 - Attestation of student eligibility
 - Approving subsidy hours, not jobs
 - Work Study job postings
 - Paperwork replaced with automatic subsidies
 - Dashboard for subsidy requests, allocation, usage tracking

<https://www.mcgill.ca/studentaid/work-study/employers>

“Work Study System Project”



The Employer Ambassador Role

A **Employer Ambassador** is a **key stakeholder** who will influence and provide input into the level of engagement for all McGill Employers. As valued employers of Work Study students, the Employer Ambassador will **participate in the launch of the new Work Study Subsidy Management System**.



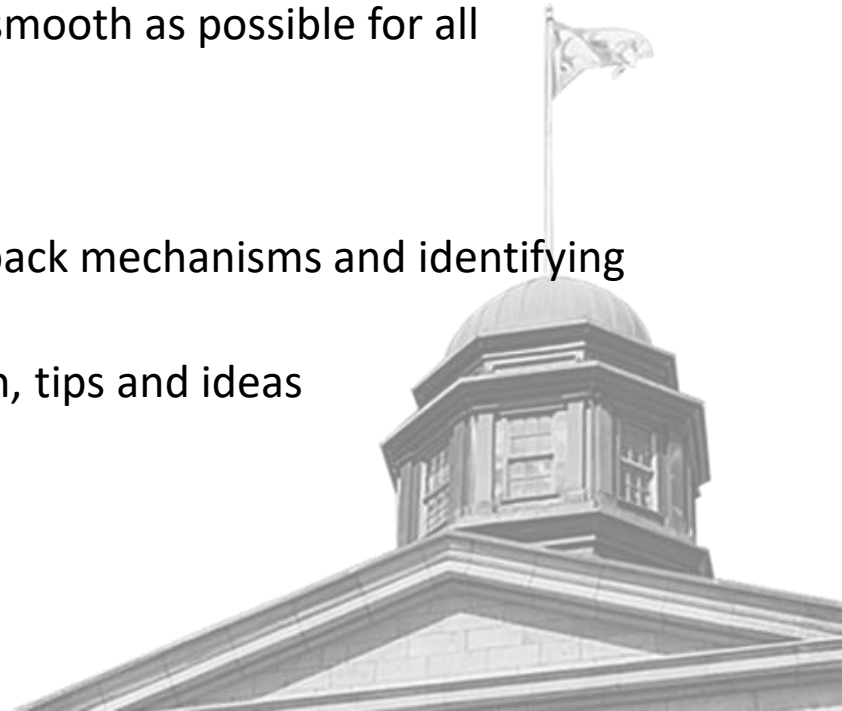
What do Ambassadors do?

- Provide input into the change management, communications and training processes as representatives of McGill Work Study employers
- Early adopters to ensure transition is as smooth as possible for all



What are the benefits of an ambassador?

- Increases engagement by providing feedback mechanisms and identifying opportunities for improvement
- Promotes an open flow of communication, tips and ideas
- Gives stakeholders a sense of ownership



Key Dates

Key dates for the Employer Ambassador Team

	Activity	Date
1	Introduction email to ambassador team	April 27 th
2	Questions and answers meeting	Week of May 18 th
3	Request feedback on communication brief	Week of May 25 th
4	Meeting to review FAQ's	Week of June 1 st



High Level Timeline

Delivering the Work Study Management System

