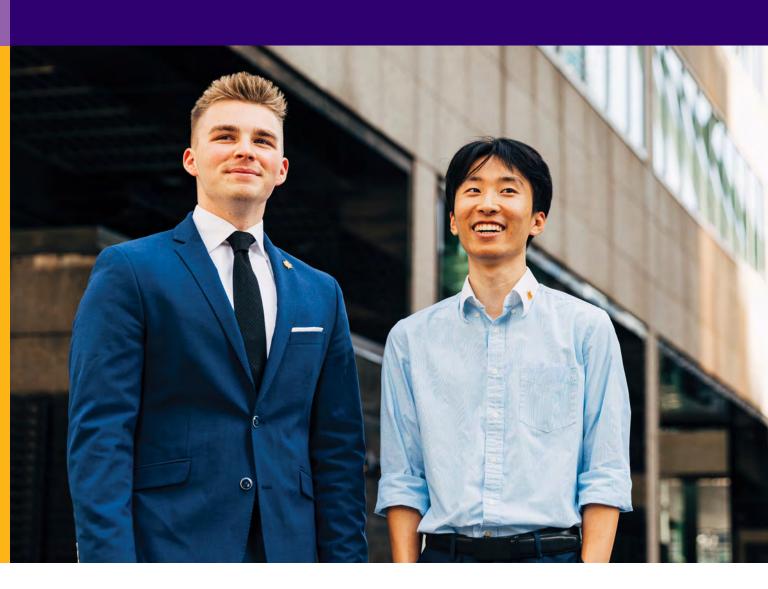
# Co-operative Education

Information Guide for Employers









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# Co-op at Laurier

# **Exceptional Talent**

Laurier's business co-op program was the first in Ontario and is the largest business degree co-op program in Canada. **More than 3,000 students are enrolled** in arts, business, economics, and science programs.

# What is Co-op?

Co-operative education, a form of work-integrated learning, allows students to integrate academic learning with workplace learning in fields relevant to their academic and personal goals.

Laurier's Co-op Office approves full-time paid positions that will provide students with the opportunity to learn while performing productive work. Employers supervise co-op students and evaluate their performance, and co-op consultants monitor students' progress on the job.



#### WHY HIRE CO-OP STUDENTS

- Cover short-term hiring needs cost-effectively.
- Manage special projects.
- Enhance the profile of your organization.
- Evaluate their potential for permanent roles.

#### WHY CHOOSE LAURIER CO-OP

Bright and talented students:
 Most co-op programs at Laurier are
 limited in enrolment; we pre-screen
 students through a competitive
 admissions process.



- Responsive service: We strive to provide the best personal service.
- Accredited co-op programs: Most of Laurier's co-op programs are accredited by Co-operative Education and Work-Integrated Learning (CEWIL) and are eligible for the Ontario Co-operative Education Tax Credit.





## **COMMITMENT TO EQUITY, DIVERSITY, INCLUSION, AND INDIGENEITY**

We encourage all employers recruiting at Laurier to express their commitment to equity, diversity, inclusion (EDI), and Indigeneity by welcoming applications from all qualified candidates, including those who identify as Indigenous, racialized, or having disabilities, persons of any minority sexual and gender identities, and those from other equity-deserving groups.

#### **WE CAN HELP**

- We can post job descriptions on Navigator and provide access to applications through our platform or yours.
- We arrange interviews for you, and we know our students' schedules.

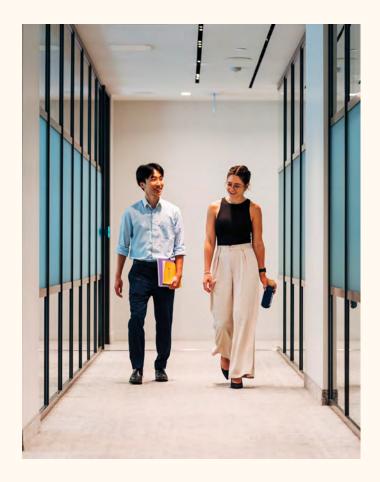
• We continue to support you after you hire, by connecting with students and their supervisors during the work term.

## WHAT YOU PROVIDE

- Challenging projects and job responsibilities.
- Sufficient training and supervision.
- Fair and equitable compensation.
- An opportunity for a co-op consultant to conduct a visit onsite or online.
- Willingness to review the student's work term report.
- A written evaluation of the student's performance near the end of the work term; this is required for academic credit.



# The Recruiting Process



### Recruit the Best

#### **WORK TERM LENGTH**

- You may hire co-op students year-round, for work terms beginning in January, May, or September.
- Every term, you may hire co-op students for four months.
- · You may hire students for eight-month work terms beginning in May or September.
- You may hire Computer Science and UX Design students for work terms of 12-16 months beginning in May.

#### **HOW TO HIRE LAURIER CO-OP STUDENTS**

- · We make it easy to recruit and employ eager, qualified co-op students.
- You may send a job description by email to lauriercoop@wlu.ca or post it on Navigator, Laurier's online co-op platform.
- We will send you instructions on how to view applications and grades online.
- You choose interview dates with the candidates you select.
- We can arrange interviews to be held online or on campus.
- During the primary recruiting period, early each term, employers and students rank each other online after interviews.
- During the continuous recruiting period, beginning mid-term, Laurier's co-op consultants make job offers directly to students.

### TAX CREDIT FOR CO-OP EMPLOYERS **IN ONTARIO**

Businesses that hire Laurier co-op students may be eligible to receive a tax credit. The Ontario government's Co-operative Education Tax Credit will reimburse a business for 25 to 30 percent of eligible costs, up to \$3,000 per co-op student. During the co-op work term, we will send you a letter to use as a tax receipt when claiming the tax credit. Find more information about the Co-operative Education Tax Credit at wlu.ca/co-op.

Please note: Most co-op programs at Laurier are eligible for the tax credit; please confirm with your co-op consultant.

The Canada Revenue Agency administers the tax credit on behalf of the Ontario Ministry of Revenue. For general enquiries regarding this tax credit, taxpayers may phone the Canada Revenue Agency at 1-800-959-5525.

# Co-op Employers

# Who hires Laurier co-op students?



#### **ACCOUNTING AND CONSULTING**

- Baker Tilley
- BDO Canada
- Boston Consulting Group
- Change Connect
- Deloitte
- EY Canada
- Grant Thornton
- KPMG Canada
- Kroll Canada
- PwC Canada
- RLB
- Segal GCSE
- Starlight Capital/Investments
- Walsh & Company

#### **CONSUMER PACKAGED GOODS**

- Clorox Company of Canada
- George Weston Ltd.
- Henkel Canada Corporation
- Keurig Dr Pepper (Canada)
- Kruger
- Lactalis Canada
- · Loblaw Companies Limited
- · Maple Leaf
- Mars Canada
- McCain Foods Limited
- McCormick
- PepsiCo Foods Canada
- Procter & Gamble Inc.
- Revlon Canada
- Saputo
- SC Johnson Canada
- Smucker Foods of Canada Corp.
- TTI Canada Inc.

#### **FINANCIAL SERVICES**

- Altas Partners
- American Express (Amex Bank of Canada)
- BMO Financial Group
- Brookfield Asset Management
  - CIRC
- Fidelity Investments Canada
- Foremost Financial Corporation
- Framework Venture Partners
- Healthcare of Ontario Pension Plan
- OMERS
- Ontario Teachers' Pension Plan
- Origin Merchant Partners
- RBC Financial
- Scotiabank
- TD Bank Group
- Waratah Advisors
- Whitehorse Liquidity Partners



# HEALTH CARE AND SOCIAL SERVICES

- BGC Dovercourt Club
- Extendicare
- Extend-A-Family Waterloo Region
- Heart and Stroke Foundation of Canada
- Grand River Hospital
- Parkwood Seniors Community/ Fairview Seniors Community





#### **GOVERNMENT**

- Canada Revenue Agency
- Canadian Security Intelligence Service
- City of Kitchener
- City of Guelph
- Federal Economic Development Agency
- Health Canada
- Innovation, Science and Economic Development Canada
- Office of the Superintendent of Financial Institutions
- Ontario Digital Service
- Ontario Ministry of Agriculture, Food and Rural Affairs
- Public Safety Canada
- Service Canada
- Statistics Canada
- The Regional Municipality of York



#### **INSURANCE AND ACTUARY**

- AIG Canada
- Aon Canada
- Canada Life
- Chubb Insurance Company of Canada
- Crawford & Company (Canada) Inc.
- Equitable Life of Canada
- Definity Insurance (formerly Economical)
- Gore Mutual
- Liberty Mutual Insurance Company
- Manulife Financial
- Munich Reinsurance Company of Canada
- Sun Life Financial
- The Co-operators
- Trisura Guarantee Insurance Company
- Zurich Canada

#### **MANUFACTURING AND AUTOMOTIVE**

- Ford Motor Company
- Hyundai Auto Canada
- Magna International
- Martinrea International
- Nissan Canada
- Pioneering Technology
- Yamaha Motor Canada

# TELECOMMUNICATIONS AND TECHNOLOGY

- BlackBerry
- Blue Link Associates Limited
- CGI
- Ceridian
- Constellation Group
- Creospark Consulting Services
- Dozr
- HP Inc.
- HubHead
- IBM Canada
- Jonas Software
- Magnet Forensics
- Rogers Communications Inc.
- Samsung Electronics Canada
- ThinkData Works
- Trader Corporation





# Faculty of Arts

#### **ARTS CO-OP**

Students in Arts co-op are available each work term.

Arts co-op is available to honours students in the following programs:

- Communication Studies
- Film Studies
- French
- Global Studies
- Languages
- Philosopy
- Political Science
- Sociology
- Ancient Studies
- · Women and Gender Studies
- English
- History
- · Religion and Culture

Many arts students complement their major area of study with a secondary area of focus by taking an option or specialiation.

# Sample Co-op Jobs

Hire Arts co-op students to fulfill **administrative**, **communications**, **policy**, **program support**, and **project coordination roles**.

- Advocacy Coordinator
- Corporate Communications Intern
- Constituency Assistant
- Digital and Social Media Intern
- Fundraising Coordinator
- Human Resources Coordinator
- Junior Policy Analyst
- Marketing and Communications Intern
- Programming and Events Coordinator
- Public Relations Specialist
- Research and Policy Intern

# Faculty of Science

#### **COMPUTER SCIENCE CO-OP**

Computer Science students gain **strong algorithm analysis and design skills** in procedural, object-oriented and low-level languages. Sample Computer Science courses include applied cryptography, digital electronics, machine learning, and Windows application programming.

» Students in Computer Science are available each work term.

#### **DATA SCIENCE CO-OP**

Laurier's Data Science program teaches students to extract insights from complex data. Participants study **algorithm design**, **data structures**, **machine learning**, **data analytics**, **and object-oriented programming**, and may concentrate in big data or financial risk analysis.

» Students in Data Science are available each work term.

#### **GEOGRAPHY AND ENVIRONMENTAL STUDIES CO-OP**

Geography and Environmental Studies Co-op is available to honours students in the following programs:

- BA Environmental Studies
- BA Geography
- BSc Geography and Geomatics
- BSc Geography

» Students in Geography and Environmental Studies co-op are available each work term.

#### PROFESSIONAL EXPERIENCE PROGRAM (PEP)

Participants may have completed courses in **software engineering**, **machine learning**, **system programming**, **digital system design**, **and algorithm design and analysis** before their extended work term. Students pursue work in areas such as programming, networking technology, quality assurance, technical support, or information technology consulting.

» Honours Computer Science students in the Professional Experience Program (PEP) begin a 12–16 month work term in May.





#### **SCIENCE CO-OP**

Students in Science co-op are available only during the spring work term, from May to August.

Science co-op is available to honours students in the following programs:

- Biochemistry & Biotechnology
- Biology \*
- Chemistry
- Environmental Science
- Financial Mathematics and Analytics \*
- Health Sciences
- Honours Science
- Kinesiology
- Mathematics \*
- Physics
- Psychology \*

#### WATER SCIENCE & ENVIRONMENTAL HEALTH CO-OP

Students in Water Science and Environmental Health gain an understanding of water's critical role in maintaining ecosystem and human health. Participants learn about hydrology, limnology, biogeochemistry, toxicology, biology, and water governance and policy.

» Co-op students in Water Science and Environmental Health seek eight-month work terms beginning in May and January.

# Sample Co-op Jobs

Hire students in Faculty of Science co-op students for technical work, research and analysis, support roles, or field work and operations projects.

- Behaviour and Inclusion Specialist
- Camp Supervisor
- Clinical Research Assistant
- Data Analyst
- Field Technician
- Full Stack Developer
- Geographic Information Systems Intern
- Health and Safety Intern

- Laboratory Assistant
- Project Management Assistant
- Quality Engineering Intern
- Research and Evaluation Assistant
- Software Developer
- Wellness and Recreation Facilitator



<sup>\*</sup>Available as both a BA and BSc



# What Employers Say

This student is a very fast learner; she takes initiative to solve problems independently. She has added a lot of value to several teams and has exceeded our expectations of a co-op student on numerous occasions."

SERENA TAM, DIGITAL MARKETING AND ECOMMERCE LEADER, THE CLOROX COMPANY OF CANADA

We were pleased that **this student** played an integral role in increasing our department's data capabilities. Thanks to her skills, we are better able to interpret, analyze, access, and visualize our data."

CHRISTOPHER DUHART, ASSOCIATE DIRECTOR, GLOBAL REGULATORY CONTROLS, SCOTIABANK

Not only is the student exceptionally intelligent, but she is also an **incredibly** hard and conscious worker. She expresses herself eloquently and is very empathetic to her co-workers. She is eager to put her hand to any task that is required to get the job done."

DENISE BALCH, PRESIDENT, CONNEX HEALTH CONSULTING

This student is a very reliable worker **who needed little training** to grasp the concepts of what was required to deliver a high-quality product. It was a pleasure working with someone of such high caliber."

BRIAN GARNETT, SENIOR MANAGER, INTERNAL AUDIT, MAGNA INTERNATIONAL INC.

# Lazaridis School of Business and Economics

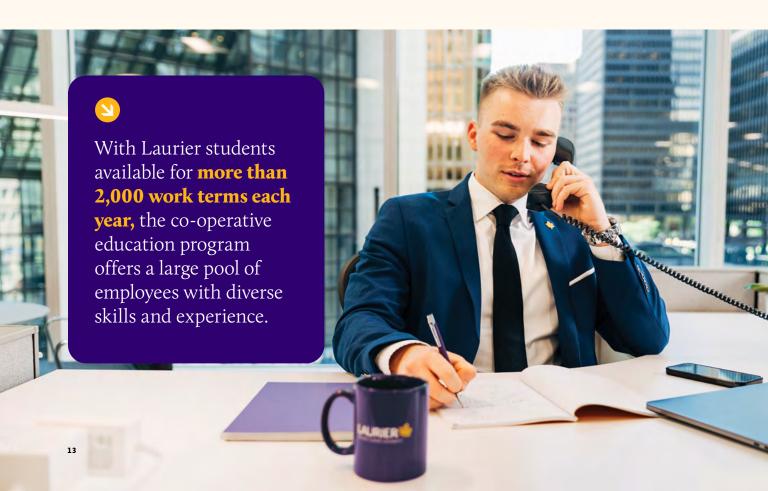
# Industry-leading and Innovative

# HONOURS BACHELOR OF BUSINESS ADMINISTRATION

Students in the Bachelor of Business Administration program learn to **work in teams** to tackle problems facing today's businesses and tomorrow's start-ups. Through class discussions, simulation challenges, case analysis exercises, and presentations by executives, our business students become **proficient at solving business problems**.

» Business Co-op students are available for four months every term, or for eight month work terms beginning in May or September. Senior students in the Bachelor of Business Administration program choose one of the following concentrations to focus their studies:

- Accounting
- Brand Communication and Management
- Business and Sustainability
- Entrepreneurship
- Finance
- Human Resource Management
- Insurance and Risk Management
- International Business
- Marketing
- Supply Chain Management





#### **HONOURS ECONOMICS**

The Department of Economics is committed to the pursuit of excellence in teaching and research, offering interdisciplinary programs that combine a traditional education in economics with the acquisition of skills in accounting, administration, or financial management.

Students in Economics develop skills in mathematics and statistical analysis and the ability to convey findings powerfully.

» Students in Economics are available each work term.

#### **INTERNATIONAL CO-OP**

Students enrolled in co-op may explore work terms with international employers and receive guidance on securing visas and work permits. Students have recently secured co-op terms in Asia, Europe, the United Kingdom, and the United States.

#### **PROFESSIONAL RECOGNITION**

The time spent on work terms is recognized as part of the experience requirements for the Chartered Professional Accountant (CPA) designation. Honours Business and Honours Economics courses may be counted toward several designation programs, including the following:

- Chartered Financial Analyst (CFA)
- Certified Financial Planner (CFP)
- Certified Human Resources Professional (CHRP): Entry Level
- Certified Human Resources Leader (CHRL): Professional Level
- Chartered Professional Accountant (CPA)

# Sample Co-op Jobs

Hire students from Business and Economics Co-op to help your organization with regular operations or special projects.

- Analyst, Corporate Development
- Associate Claims Analyst
- Audit Student
- Business Development Co-op
- · Digital Marketing Assistant
- E-Commerce Specialist
- Equity Research Intern
- Financial Analyst
- Human Resources Co-op
- Investment Analyst
- Marketing Intern
- Private Equity Analyst
- Project Coordinator
- Risk Analysis Co-op
- Sales Analyst
- Staff Accountant
- Supply Chain Analyst
- · Underwriting Analyst

# Best of Both Worlds— Double Degree Co-op

# Lazaridis School of Business and Economics

Students enrolled in their second year of double degree programs, where both programs are at Laurier, may choose to accept admission to co-op.

» Participants in Laurier double degree programs are available each work term, for four months.

# BUSINESS (BBA) AND COMPUTER SCIENCE (BSC) DOUBLE DEGREE

Students in the Business Administration and Computer Science double degree program gain technical know-how along with analytical skills and business expertise. In addition to business classes, their courses include programming, operating systems, and algorithm design. They may complete three or four work terms.

# BUSINESS (BBA) AND FINANCIAL MATHEMATICS (BA) DOUBLE DEGREE

Students in the Business Administration and Financial Mathematics double degree program learn to manage complex financial instruments and generate resources. They also gain experience using mathematical and statistical software to solve problems. Participants complete three work terms.

# Lazaridis School of Business and Economics and University of Waterloo

All double degree students who take business courses at Laurier and either Computer Science or Mathematics at the University of Waterloo (UW) participate in co-op.

» Participants in Laurier and UW double degree programs are available each work term, for four months, and may complete either three or four work terms.

## **BUSINESS (BBA) AND COMPUTER SCIENCE (BCS)**

Students in the double degree program in Business Administration and Computer Science take business courses at Laurier and computer science courses at the University of Waterloo.

### **BUSINESS (BBA) AND MATHEMATICS (BMATH)**

Students in the double degree program in Business Administration and Mathematics take business courses at Laurier and math courses at the University of Waterloo. In senior years, students may specialize in Actuarial Science, Applied Mathematics, Combinatorics and Optimization, Mathematical Finance, Operations Research, Pure Mathematics, or Statistics.

# Sample Co-op Jobs

Hire double degree students to support your projects and operations in the functional areas of business, technical roles, or a combination of both.

- Actuarial Analyst
- Data Analyst
- Full-stack Developer
- Investment Analyst
- Insurance Services
   Operations
- Marketing Student

- Reinsurance Risk Analyst
- Research Analyst
- Software Developer
- Software Engineer Intern
- Technical Systems Analyst
- Underwriting Analyst



# Brantford Campus

# BACHELOR OF BUSINESS TECHNOLOGY MANAGEMENT (BTM) CO-OP

BTM students are a hybrid of business and ICT specialists, who can work within a broad range of business functions and utilize technical solutions to analyze current systems, solve problems, implement new processes, and enhance efficiencies. Laurier's BTM program is accredited by the Information Technology Association of Canada.

» BTM students begin four-month and eight-month work terms in September.



## **BACHELOR OF DESIGN IN USER EXPERIENCE DESIGN (UXD) CO-OP**

Laurier UXD students gain in-depth knowledge of design thinking, information architecture, interface design, interaction design, usability testing and product research and development.

They develop strong technical skills in lab and studio environments, and can apply their skills in industry, government, or community organizations during their extended work term.

» UXD students begin 12-16-month work terms beginning in May.

## MASTER OF SCIENCE (MSC) IN USER EXPERIENCE (UX) DESIGN CO-OP

The Master of Science (MSc) in UX prepares students to launch their UX career through a focus on practical, professional learning. Students build their portfolios through the process of designing digital and other types of products or services that are user-friendly, intuitive, and easy to navigate. Their solutions may be applied to the web, 3D and immersive environments, as well as many other types of products, processes and services.

» Students in the MSc in UX co-op program complete an eight-month work term, from May-December.



# What Employers Say

He was a tremendous help in all departments and made a lasting impact on the organization and **his teammates**. He was always willing and able to work crossfunctionally to support the improvement of user interface and user experience."

KAITLYN HALL, CHIEF OF STAFF, PEEKAPAK

Our student is a **natural** leader with strong problemsolving skills and excellent **communication skills**. Her professionalism, dedication, and creativity make her an outstanding designer."

BRIGITTE KOVACS, DIRECTOR OF PRODUCT DESIGN AND UX, TUCOWS INC.

# Milton Campus

#### LAURIER'S MILTON CAMPUS

Scheduled to open in 2024, Laurier's Milton Campus will focus on engineering, computer science and planetary health, combining Laurier's strong reputation for academic excellence, experiential learning and transformational research.

#### **COMPUTER SCIENCE CO-OP**

Computer Science students gain strong algorithm analysis and design skills in procedural, object-oriented and low-level languages with an optional introduction to functional, parallel, and logical paradigms. Students select courses in application areas ranging from internet computing, writing apps for mobile computing, to applied crypotgraphy, and quantum computing.

Computer Science students will be admitted into co-op in fall 2025.







# What Employers Say

Not only was our student a bright and positive voice on the team, but she was someone you could rely on to get **the job done and done right**. When her term ended, it felt like we had lost one of our best employees."

JACKI ROSS, SENIOR MANAGER, PRODUCT MARKETING, D2L

Any team would be lucky to have this student. When we assigned him tasks, we knew we could rely on him to always deliver high-quality outputs on time."

MICHELLE FONG, ECONOMIST, STATISTICS CANADA

Learn more about the future **Laurier Milton** Campus.



# Graduate Co-op Programs

# Faculty of Arts

## **MASTER OF ARTS (MA) IN COMMUNICATION STUDIES**

Co-op students in the MA in Communication Studies program contribute expertise to non-profit organizations, the public sector, community groups and organizations in creative industries. The program focusses on critical theory and academic research, and students may also take courses in video game studies, and risk, media, and science.

» Students are available for a four-month work term in spring.

# Lazaridis School of Business and Economics

#### MASTER OF ARTS IN BUSINESS ECONOMICS (MABE)

MABE students gain expertise in economic theory, quantitative methods and applied research, through courses such as Microeconomics, Econometrics, and Forecasting, Time Series Analysis and Survey Design.

» Students in the MABE Co-op program complete either an eightmonth work term or a four-month work term beginning in May.

## MASTER OF BUSINESS ADMINISTRATION (MBA)

The Lazaridis School of Business and Economics full-time MBA with co-op program is designed for high-calibre, recent graduates. Laurier uses a seamless, holistic style to deliver courses such as Marketing, Accounting, Strategic Management, Financial Management, and Business Analytics.

All MBA students explore management issues within the voluntary sector of the economy while providing field-based community service during a not-for-profit practicum.

» Students in the MBA Co-op program complete an eight-month work term, from May-December.



# **MASTER OF FINANCE (MFIN)**

The Master of Finance program prepares students to pursue finance positions that demand extensive financial knowledge and excellent quantitative research skills. The program's core courses include Investment Management, Fixed Income Analysis, Advanced Corporate Finance, Economics for Financial Analysis, and Derivatives and Financial Risk Management. MFin is part of the CFA Institute University Recognition Program.

» Students in the MFin co-op program complete four-month work terms in January and September.



# What Employers Say

The student brought a truly new perspective, thoughtful suggestions, and an attention to detail beyond his years."

DAVID BAR, SENIOR ASSOCIATE, INVESTMENT BANKING, INTEGRAL WEALTH SECURITIES LIMITED

We recognized our MBA student **as a key finance team member**. She led cost-saving initiatives via detailed analyses and the creation of new tools."

SANDRA GIANCOLA ZACHACZEWSKI, FINANCIAL PLANNING AND ANALYSIS MANAGER, MARS CANADA

The student was an exceptional fit for our organization and **greatly exceeded our expectations**. From her ability to leverage her acute intuition and diverse skill set to her easy going and affable personality, she was a valued member of our team."

> DEVIN PETTEPLACE, CORPORATE SERVICES, SENIOR MANAGER, SATURN POWER INC.

# Faculty of Science

#### MASTER OF APPLIED COMPUTING (MAC)

The MAC program offers students an advanced computing degree with theoretical and practical knowledge of mobile computing, enterprise computing and data mining. Courses include data analysis, practical algorithm design and seminar in technology entrepreneurship.

» Students in the MAC co-op program complete an eight-month work term beginning in May.

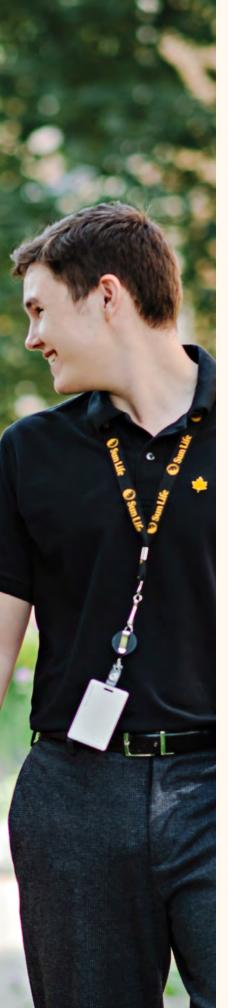
# Faculty of Liberal Arts

## MASTER OF SCIENCE (MSC) IN USER EXPERIENCE (UX) DESIGN

The Master of Science (MSc) in UX prepares students to launch their UX career through a focus on practical, professional learning. Students build their portfolios through the process of designing digital and other types of products or services that are user-friendly, intuitive, and easy to navigate. Their solutions may be applied to the web, 3D and immersive environments, as well as many other types of products, processes and services.

» Students in the MSc in UX co-op program complete an eight-month work term, from May-December.





# Beyond Co-op

# Community and Workplace Partnerships

Laurier students in most academic programs, across Waterloo, Brantford and Milton campuses, are eager to engage with community partners to produce valuable deliverables such as marketing plans, accessibility studies, and recommendations based on your needs and the challenges you may face in the private, public, or non-profit sector. Students can also volunteer in direct support roles and complete more intensive practicum opportunities in healthcare, education, social services, and community-based programs. Contact **cwpartnerships@wlu.ca** to discuss having a student fulfill volunteer work, a project, or practicum placement at your organization.

#### WAYS TO PARTNER

- · Offer a volunteer opportunity: Students in community service-learning placement courses volunteer in the community for two hours a week for ten weeks.
- Welcome a practicum or internship student: Graduate students and senior undergraduates seek practicum placements or internships lasting from 70 to 200 hours; some are paid, depending on the course or program.
- Submit a project proposal: As part of an in-course project such as real-world case studies, research activities, or resource creation, students deliver authentic work in response to a specific challenge.
- Be a mentor: For a professional inquiry course, offer short-term workplace or community exposure opportunities, such as job shadowing or site visits; allow students to observe, engage, and ask questions.

#### WHEN TO PARTNER

- Post professional inquiry and community service-learning opportunities in September, January, or May.
- Post practicum opportunities in October for winter or March for spring; may involve a competitive screening process.

# Graduating Student Employment Service

Laurier's Graduating Student Employment Service can help you recruit senior students for positions after they graduate. Contact recruitlaurier@wlu.ca to discuss your recruiting needs. Staff members will:

- Advertise your positions to students through the Navigator online career portal.
- · Send you a link to applications.
- · Arrange interviews virtually or in person.





### Contact us:

Waterloo Campus

E lauriercoop@wlu.ca

**T** 548 889 3259

**Brantford Campus** 

E lauriercoop@wlu.ca

**T** 548 889 3247

Milton Campus

E lauriercoop@wlu.ca

**T** 548 889 3259

**LEARN MORE.** wlu.ca/co-op