FOODABILITY
CURRICULUM GUIDE
ALL LEVELS

Disability Inclusion Awareness Education and Training for Employers, HR Professionals, Disability Community Support Services, and Individuals with Disabilities

FOODABILITY
BUSINESS AND ABILITIES MEET HERE

Food Processing Skills Canada · Compétences Transformation Alimentaire Canada

Canada
Employment and Social Development - Opportunities Fund for Persons with Disabilities

Welcome to your **FoodAbility** Dashboard and Learning Centre

Below you will find quick links, downloadable resources, and access to your courses, certificates and digital wallet.

YOUR NEXT SESSION

Three Learning Streams

Leadership Level

Employee Teams Level

Community Level

Welcome to your FoodAbility Dashboard!

Your learning starts here!

You will have your own dedicated Inclusion Coordinator who will be happy to walk you through the functionality and features on your dashboard. The FoodAbility team has put everything you need in one convenient place for you!

2

Leadership
LEVEL

Leadership Level Surveys & Assessments

Inclusivity Meter Survey

FPSC's landmark national survey critical to the understanding of Canadian employers and business interest, efforts and progress in creating an inclusive workplace environment. Through this essential FoodAbility survey, FPSC will create tools and resources industry needs for success

Business Check-In Assessment

Once an application has been received, employers will be contacted to book a meeting with their assigned Inclusion Coordinator for a business assessment. There is only one assessment per business or location. The assessment is a confidential interview that will serve as a measurable starting point for your business and allows a targeted approach to determine you specific business goals and requirements. An assessment report will be provided to you. At the program end, another assessment will be conducted. A final report will be prepared, validating your progress and success.

Workshops & Business Check-Ins

You are a big part of our decision-making when you fill out our event surveys. We determine future events and materials on what employers and HR professionals need and want. FoodAbility is a very hands-on program catering directly to the requests and feedback from industry. We share that feedback so we may learn together.

"Without data, you're just another person with an opinion."

W. Edwards Deming

FoodAbility Employer & HR Professional Leadership Level Curriculum

Block 1

1. Introduction to Emotional Intelligence (Pre-requisite)
2. Introduction to Leading with EI (Managers Level)
3. Knowing and Handling My Emotions
4. Interpersonal Relationships for Workplace Success
5. Empathy at Work
6. Respectful Workplaces

Block 2

7. Leading Others & Teams (Manager Level)
8. Race & Culture in the DEI Workplace
9. Growing Your Gender-Friendly Vocabulary
10. The Diversity, Equity, and Inclusion Conscious Organization
11. Unlearning Ableism: Addressing Ableism in the Workplace
12. The Disability Friendly and Neurodiverse Workplace

FoodAbility Employer & HR Professional Leadership Level Curriculum

Block 3

13. The Managers Guide to Understanding Neurodiversity
14. Understanding Disability Disclosure
15. Leading Diverse Teams
16. Managing Workplace Adjustments
17. Building an Inclusive Team Culture
18. Transferable Skills Awareness for the HR Professional

NOTE: All previously taken FPSC courses will automatically have those credits applied to this program.
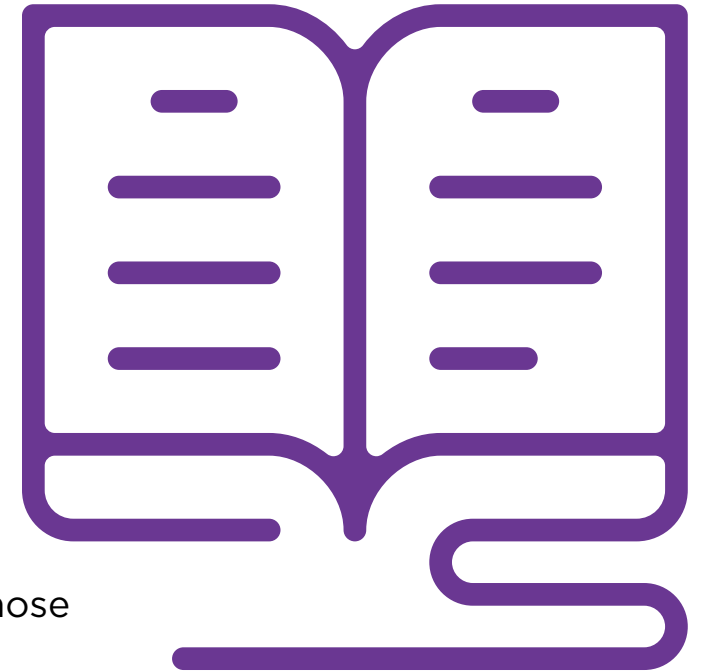
Course Learning Objectives
Leadership Level

Learning Objectives - Leadership Level

● **Introduction to Emotional Intelligence**

This course provides an introduction to the concepts, skills and tools needed to develop emotional intelligence and apply them to improve your performance at work and beyond. Those emotional intelligence skills improve and drive your soft skills and contribute to 80% success in your career. An employee with high emotional intelligence is aware of their emotions and can manage feelings, impulses and communicate effectively with others. They solve problems and build rapport in tense situations. These employees also have empathy, work well with others to build productive relationships in the workplace, remain optimistic in the face of adversity, bounce up quickly from setbacks and strive to perform.

● **Introduction to Leading with EI (Managers Level)**

This course offers an in-depth exploration of the dynamic connection between leadership and emotional intelligence, illustrating their synergy in augmenting managerial effectiveness. Participants embark on a transformative journey of self-discovery, uncovering their distinct leadership styles and honing them through emotional intelligence. Key topics covered encompass the nuanced differences between leadership and management, the pivotal role of emotional intelligence in effective leadership, attributes defining emotionally intelligent leaders, and an insightful analysis of diverse leadership styles through an emotional intelligence lens.

● **Knowing and Handling My Emotions**

In this course, you'll continue learning about some important emotions that everyone experiences and you'll practice tools to help you handle your emotions, which will put you on the path to developing self-mastery! By knowing yourself better, you will become more able to interact calmly, independently, and confidently with other people, both at work and at home. By applying the self-mastery skills that this course discusses, you will experience improved satisfaction with your job, career, and life, and your contributions in the workplace will be more professional and have a greater positive impact.

● **Interpersonal Relationships for Workplace Success**

An African proverb says "If you want to go fast, go alone. If you want to go far, go together". While it is often easy to assume that going "solo" will make us more successful, the truth is that there is no such thing as a self-made person. As human history reminds us through our multiple cultural, social, economic and technological advancements, anything worth accomplishing has been made possible through and with others. Dreams, goals and work-related projects can be realized more successfully when we combine our unique strengths and talents with those of other people. This is why interpersonal skills, also known as Social Skills, are key to help us multiply our success in the workplace and life in general. These skills are one of the building blocks of emotional intelligence and are highly demanded in the workplace. Interpersonal relationships skills allow people to create and keep good and satisfying relations with others. Employees with strong interpersonal skills are highly valued for their personal leadership, pleasant positive demeanor, solution-oriented attitude and effective communication. Moreover, they are seen as team players who get along and work well with others to achieve organizational goals. The purpose of this course is to equip you with knowledge, tools and strategies that will help you strengthen your interpersonal relationship skills and leverage them effectively at work.

Learning Objectives - Leadership Level

Empathy at Work

One of the most important reasons to become more empathetic is that empathy, as an emotional intelligence skill, is the key to unlock better and healthier relationships with others. Historically, our survival has depended on empathy because we are social beings who need others to grow and thrive. Employees with high levels of empathy can understand a situation from another person's perspective and react with care and compassion. This means that employees are able to build true, empathetic connections with one another, which enhances relationships, collaboration, inclusion and diversity in the workplace. When empathy is valued and practiced in the workplace, it benefits everyone. Employees improve their well-being, confidence, and job satisfaction, which makes them happier. Happy employees go above and beyond to serve customers, which translates into higher performing business and prosperity for their communities.

Respectful Workplaces

The purpose of this Respectful Workplace course is to help all levels of employees understand their personal responsibility for the creation of a respectful work environment, why this is beneficial to themselves and others, how to identify and respond to disrespectful behaviours, and how they can contribute to respect in the workplace through their personal actions and behaviours.

Leading Others & Teams (Manager Level)

This program empowers leaders to cultivate and inspire their teams for enhanced performance while adapting their leadership style for maximum effectiveness. Key topics include understanding the intrinsic connection between emotional intelligence and effective team leadership, the pivotal role of leaders in nurturing team development and elevating performance, and the practical application of the situational leadership model to navigate diverse team dynamics. By enrolling in this course, you'll gain profound insights into how emotional intelligence drives successful team leadership, acquire strategies to foster team growth and elevate overall performance, and master the adaptive art of tailoring leadership approaches to different team scenarios for optimal outcomes.

Race & Culture in the DEI Workplace

Whether you are working to lead a multicultural and/or multilingual workforce or exploring your own attitudes and unconscious biases around racial diversity and inclusion as a manager or supervisor, this course will assist you in learning more about yourself and the possible racial and cultural perspectives within your organization.

Growing Your Gender-Friendly Vocabulary

Feeling comfortable in navigating this transitioning communication landscape and cultural shift is job critical for any supervisor or manager hoping to ensure that all employees are well-supported and respected in their workplace roles. This course will explore key gender definitions, language approaches, and thoughtful practices in the new gender landscape, in a way that is accessible to all.

Learning Objectives - Leadership Level

● **The Diversity, Equity, and Inclusion Conscious Organization**

The DEI world is a rich field of organizational leadership with a variety of practical strategies to support DEI growth in the workplace. For many, the question is not 'if' they should explore diversity, equity, and inclusion in their leadership approach but rather 'how'. Through practical, framing, reframing, and reflection activities, this course will assist you in better recognizing the relevancy and potential solutions of DEI management and leadership in your role.

● **Unlearning Ableism: Unlearning Ableism: Addressing Ableism in the Workplace**

This course explores the systemic and everyday ways in which ableism appears in Canadian society, workplaces, and social interactions. "Addressing Ableism in the Workplace" is designed to empower participants with the knowledge and skills necessary to identify, confront, and dismantle ableist practices within their organizations. Participants will develop awareness, strategies, and personal allyship skills to challenge and unlearn ableism, fostering more inclusive environments. This course will explore the various forms of ableism, its impact on workplace culture, and the significant benefits of creating an inclusive environment for all employees.

● **The Disability Friendly and Neurodiverse Workplace**

Virtually all organizations have employees who live with visible and invisible disabilities, as well as individuals with neurodiverse exceptionalities. Part of the discussion in the course will be considering how thoughtful awareness and meaningful support by managers (often posing very limited fiscal investment) can transform employees with intellectual, physical, sensory, and/or mental disabilities into high-functioning and highly committed team members in an organization.

● **The Managers & Team Leaders Guide to Understanding Neurodiversity**

This introductory Leaders Guide to Understanding Neurodiversity is an essential comprehensive first knowledge step to enable you to understand and grasp the whole concept of autism, neurodiversity, and the spectrum. This course is an essential foundation and fundamental building block for an awareness of the characteristics and strengths of those on the autism spectrum and other forms of neurodiversity, and will introduce the broader associated disabilities. The course is for managers, HR Professionals, team leaders, and others responsible for the well-being and productivity of people. It will raise your understanding of autism and neurodiversity and will help you move towards a culture of inclusion through better understanding the productivity needs of individuals.

Learning Objectives - Leadership Level

Understanding Disability Disclosure

This course explores the sensitive topic of disclosure in the context of disability and employment. In this context, disclosure is the process of sharing information about a person's disability/impairment or health condition, potential functionality limitations, and needs so that they can be fully productive and comfortable in the workplace. Employees may choose to disclose their functional limitation (disability) at any time throughout the recruitment and onboarding process or during their employment. Sometimes, individuals may be hesitant to disclose out of fear of stigma or misunderstanding, so it is important for everyone to contribute to creating environments where all employees can feel comfortable discussing any limitations they may have if they choose to do so. This module is for managers, team leaders, and others responsible for leading others and for the well-being and productivity of people. It will improve your understanding of disclosure and potential functionality limitations and help you move towards a culture of real inclusion.

Leading Diverse Teams

This course explores how organizations with diverse teams, at all levels, consistently outperform others. To be competitive, businesses need to employ productive and innovative people, as uncompetitive and underperforming organizations often do not have a long future. The way forward is to change workplaces to incorporate and support individuals with potential functionality limitations so that they can be fully productive and comfortable. By increasing the knowledge and capacity of managers, HR professionals, and leaders to be Disability Inclusive, organizations can proactively engage in strategies to enhance the employee experience for all, and accelerate the likelihood of success. "The world needs all kinds of minds to work together" - Dr. Temple Grandin

Understanding and Managing Accommodations & Adjustments

Everyone has a different way of working. We all need different tools or resources to be productive and feel comfortable in the workplace. Someone with a disability and possible functionality limitations, may sometimes need workplace adjustments or supports, these are often called accommodations. As Managers and Team Leaders, having an effective plan for accommodations, adjustments, or supports for employees is essential. Anyone may need or benefit from an adjustment or accommodation at some point in their career. It may simply be a way of finding a quieter process, a small adjustment to method, tool or equipment, or it may be flexibility around their working hours to accommodate a daycare schedule. This module is for managers, team leaders, and others responsible for the well-being and productivity of people. It will raise your understanding of common workplace accommodations and adjustments to help you move towards a culture of real inclusion.

Learning Objectives - Leadership Level

● **Building and Managing an Inclusive Team Culture**

Creating an inclusive and supportive work environment is essential for optimizing performance when developing your teams. If people feel comfortable with their colleagues, in their environment, and in their role, it creates a safe space for every employee to reach their full potential. Fostering a sense of community and belonging in a workplace is a key component to ensuring individuals feel valued and supported at work. This is an important skill for a leader at any level, from supervisor to CEO. Better performance and productivity result if individuals feel they are valued members of your team and your organization. By actively creating an environment where all individuals feel comfortable being themselves and sharing openly, employees feel more satisfied in their role, more equipped to handle challenges, and more supported through difficult times. This module is for team leaders, managers and HR managers, and those responsible for the productivity and well-being of people. It will raise your understanding of developing inclusive cultures and communities at work.

● **Transferable Skills Awareness for the HR Professional**

Transferable Skills for HR Professionals will provide critical insights and practical tools for achieving workforce success in today's versatile job market. This course is designed to enhance your ability to recognize skills across various roles, cultures, and individuals. Understanding an individual's unique transferable skills opens new opportunities beyond traditional recruitment and retention methods. Each module merges theoretical knowledge with real-world application, focusing on key areas such as effective communication, new recruitment objectives, and retention strategies. The HR professional or small business owner will develop invaluable skills that elevate their expertise and support others in their career advancement.

● **Surveys**

Baseline and completion surveys are an important part of FoodAbility and are required for program completion and Micro Credential.

- All previously taken FPSC courses will automatically have those credits applied to this program.

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Course Learning Objectives
Employee Teams Level

FoodAbility Employee Teams
Employee Level Curriculum

Employee level courses are similar to Leadership Level courses and are written from the perspective of creating awareness and supporting co-workers.

1Baseline Survey

1. Knowing and Handling My Emotions
2. Interpersonal Relationships for Workplace Success
3. Empathy at Work
4. Race & Culture in the DEI Workplace
5. Growing Your Gender-Friendly Vocabulary
6. Unlearning Ableism: Addressing Ableism in the Workplace
7. Introduction to Autism & Neurodiversity I
8. Working in Inclusive Teams
9. Understanding Disclosure in the Workplace
10. Understanding Adjustments & Supports in the Workplace
11. Creating Inclusive Communities at Work

FOOD SAFETY COURSE ELECTIVES - Optional

12. Food Safety Culture and You
13. GMP'S
14. Sanitation Level I
15. LOTO (Lock Out Tag Out)
Competition Survey

NOTE: All previously taken FPSC courses will automatically have those credits applied to this program.

Learning Objectives - Employee Teams Level

Knowing and Handling My Emotions

1. Explore the relationship between Self-mastery and Emotional Intelligence. 2. Explain self-mastery, and its components. 3. Discuss self-mastery and its importance in the workplace. 4. Use self-confidence to know your strength and limitations and develop solutions at work. 5. Explore independence and its importance in creating autonomy and self-reliance. 6. Apply strategies to gain more confidence and independence at work. 7. Examine Assertiveness and it is important in the workplace. 8. Develop strategies to improve your assertiveness skill. 9. Identify techniques to help you improve emotional self- Mastery. 10. Build a personal plan to develop your self-mastery skills at work.

Interpersonal Relationships for Personal Success

This course explores the sensitive topic of disclosure in the context of disability and employment. In this context, disclosure is the process of sharing information about a person's disability/impairment or health condition, potential functionality limitations, and needs so that they can be fully productive and comfortable in the workplace. Employees may choose to disclose their functional limitation (disability) at any time throughout the recruitment and onboarding process or during their employment. Sometimes, individuals may be hesitant to disclose out of fear of stigma or misunderstanding, so it is important for everyone to contribute to creating environments where all employees can feel comfortable discussing any limitations they may have if they choose to do so. This module is for managers, team leaders, and others responsible for leading others and for the well-being and productivity of people. It will improve your understanding of disclosure and potential functionality limitations and help you move towards a culture of real inclusion.

Empathy at Work

One of the most important reasons to become more empathetic is that empathy, as an emotional intelligence skill, is the key to unlock better and healthier relationships with others. Historically, our survival has depended on empathy because we are social beings who need others to grow and thrive. Employees with high levels of empathy can understand a situation from another person's perspective and react with care and compassion. This means that employees are able to build true, empathetic connections with one another, which enhances relationships, collaboration, inclusion and diversity in the workplace. When empathy is valued and practiced in the workplace, it benefits everyone. Employees improve their well-being, confidence, and job satisfaction, which makes them happier. Happy employees go above and beyond to serve customers, which translates into higher performing business and prosperity for their communities.

Race & Culture in the DEI Workplace

Whether you are working to lead a multicultural and/or multilingual workforce or exploring your own attitudes and unconscious biases around racial diversity and inclusion as a manager or supervisor, this course will assist you in learning more about yourself and the possible racial and cultural perspectives within your organization.

Learning Objectives - Employee Teams Level

Growing Your Gender-Friendly Vocabulary

Feeling comfortable in navigating this transitioning communication landscape and cultural shift is job critical for any supervisor or manager hoping to ensure that all employees are well-supported and respected in their workplace roles. This course will explore key gender definitions, language approaches, and thoughtful practices in the new gender landscape, in a way that is accessible to all.

Unlearning Ableism : Addressing Ableism in the Workplace

This course explores the systemic and everyday ways in which ableism appears in Canadian society, workplaces, and social interactions. "Addressing Ableism in the Workplace" is designed to empower participants with the knowledge and skills necessary to identify, confront, and dismantle ableist practices within their organizations. Participants will develop awareness, strategies, and personal allyship skills to challenge and unlearn ableism, fostering more inclusive environments. This course will explore the various forms of ableism, its impact on workplace culture, and the significant benefits of creating an inclusive environment for all employees.

Introduction to Autism & Neurodiversity I

This introductory eLearning course is designed to raise awareness of neurodiversity and its impact on the workplace. It will introduce all the varying positions on the spectrum, how common they are, and how natural neurodiversity is. This course will enhance your awareness, provide valuable insights that are applicable both personally and professionally, and guide you and your team in taking essential early steps toward understanding and embracing the unique needs and differences of disabilities among colleagues in any sector. Who should take this course: Supervisors, team leads, employees.

Working in Inclusive Teams

This course examines the benefits of working in diverse teams, emphasizing advantages for individuals and organizations. Embracing diverse perspectives fuels creativity and innovation, enhancing positivity and productivity. Organizations that prioritize diversity outperform those that don't—failing to embrace inclusivity risks competitiveness. Employers must diversify their workforce to attract and fit the best talent. By expanding understanding, you can improve the employee experience and create a more inclusive workplace. This course will provide valuable insights applicable personally and professionally, using engaging visuals, interactive activities, and videos.

Understanding Disclosure in the Workplace

Sharing information about a disability and related needs can be challenging for many individuals. This course is designed to help create a supportive environment that eases this process when employees are ready to have that conversation. In this short introductory course, you will explore the concept of disclosure in the context of disability and employment, which involves sharing information about a disability and specific needs to ensure productivity and comfort at work. The course uses engaging visual imagery, interactive activities, and informative videos to enhance awareness and provide valuable insights that are applicable personally and professionally. Understanding this process from both perspectives is crucial whether you are a supervisor, manager, or colleague. Employees may choose to disclose their disability at any point during their onboarding or employment, and hesitation often stems from concerns about stigma or misunderstanding.

Learning Objectives - Employee Teams Level

● **Understanding Adjustments & Supports in the Workplace**

This course focuses on the benefits of enhancing workplace performance through simple, effective adjustments tailored to individual needs. You will learn how to foster a flexible, supportive culture that embraces these changes, significantly impacting productivity and comfort. Featuring engaging visuals, interactive activities, and insightful videos, this concise course strengthens your understanding of workplace adaptations. While some roles or environments may pose challenges to implementing changes, even modest adjustments like more straightforward communication, quieter workspaces, or flexible schedules can be transformative. Discover numerous cost-effective strategies to adapt your work environment, ensuring an inclusive and productive atmosphere.

● **Creating Inclusive Communities at Work**

This course will equip participants with the practical tools and perspectives needed to navigate the complexities of diversity and inclusivity in modern workplaces. Organizations can enhance both satisfaction and performance by fostering an environment that embraces change and adapts to employees' varied needs. Participants will emerge with the skills necessary to implement meaningful changes, driving positive outcomes for both individuals and teams. This course offers strategies for creating a supportive and inclusive work environment where employees feel valued and integral. Using visual imagery, interactive activities, and videos, participants will gain insights into improving team culture and fostering a sense of community and belonging. These approaches are essential for enhancing job satisfaction and handling workplace challenges effectively.

Food Safety Course Electives

● **Food Safety Culture & You**

This course discusses the importance of following food safety procedures and practices when working in Canadian food companies, as these are part of food safety culture. It outlines the role of governments and food companies in protecting the food supply and identifies how consumers can be negatively affected by improper practices. It covers the important role food workers have in following procedures and telling supervisors and coworkers of food safety problems. Participants will learn the important role of food workers have in supporting their workplace food safety culture. By following food safety practices, food workers help their employer to protect the consumer, meet government regulations and address business needs.

Learning Objectives - Employee Teams Level

Good Manufacturing Practices - GMP'S — This course will discuss how food workers need to act, dress and be aware of food safety hazards and how they can prevent them. This course will provide you with the knowledge and skills to understand how GMPs support safe food manufacturing and your role in supporting GMPs. You will be able to identify food safety hazards and understand how food workers behavior and can have either a positive or a negative impact on food safety. This course will provide you with the knowledge and skills to understand how GMPs support the safe manufacturing of food and how to implement GMPs.

Sanitation Level I — This course covers the cleaning and sanitation of food contact surfaces, equipment and utensils. You will be able to describe the steps to clean and sanitize effectively, choose and prepare cleaning and sanitizing solutions, as well as learn the best practices to protect yourself while doing it. Learning will be made easy with our engaging activities, quizzes, and games. Your knowledge will be tested in the final exam, in which you will receive a certificate for your achievement.

LOTO (Lock Out Tag Out) — This program is designed to introduce to the topic of Lock Out – Tag Out (LOTO), so you can better comprehend the occupational health and safety instructions given to you on the job as they relate to LOTO and its broader safety topic of energy isolation. Everyone in the workplace, from the employer to the newest worker, has different but important duties to keep the workplace safe. As employers have the most authority in the workplace, they have the greatest responsibility but it's important for your own safety that you understand everyone's health and safety duties, including yours.

Surveys — Baseline and completion surveys are an important part of FoodAbility and are required for program completion and Micro Credential.

- All previously taken FPSC courses will automatically have those credits applied to this program.
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Course Learning Objectives
Community Level

FoodAbility Community Stream
Disability Support Community & Individuals Level

Community Level courses for agencies, their clients and individuals with a disability.

Industry Introduction & Food Safety

Baseline Survey
1. I AM FOOD - Introduction to the Canadian Food Industry
2. Transferable Skills
3. Food Safety Culture and You
4. Good Manufacturing Practices
5. Sanitation Level I
6. Allergens Level I
7. LOTO Lock Out Tag Out

Social Emotional Learning

8. Introduction to Emotional Intelligence
9. Knowing and Handling My Emotions
10. Adaptability in the Workplace
11. Working with Others
Completion Survey

NOTE: Community Level courses for agencies and their clients are identical by design offering agency personnel the opportunity to gain industry knowledge that will help support individuals that are transitioning to employment. Individuals with or without a disability will gain essential training and recognition that will advance their opportunities in the workplace. **Employees new to a company can start here, then add the Employee Teams courses when they are ready.**

Learning Objectives - Community Level

I AM FOOD: Introduction to the Food and Beverage Manufacturing Industry

Welcome to the food industry in Canada! This course serves as both an introduction and onboarding tool for anyone wanting to learn more about Canada's Food and Beverage Manufacturing Industry. Whether you are deciding if this field is right for you or you've recently started a new position, this course was designed for you. You will have a chance to explore the importance of the industry and the critical role it plays in the lives of Canadians. Jam-packed with critical information for your career advancement, you will explore the dimensions of the Canadian labour market, national occupational standards, and key educational & training opportunities. This course provides an introduction to the importance of the Canadian food and beverage manufacturing industry, its size, opportunities, diverse demographics and work environment today.

Transferable Skills

This course is about the skills we use in our daily lives, the skills we take with us in new situations, and the skills we use on the job. We will explore their relationships with each other and how we can apply these skills to finding careers in Food Processing.

Food Safety Culture and You

This course discusses the importance of following food safety procedures and practices when working in Canadian food companies, as these are part of food safety culture. It outlines the role of governments and food companies in protecting the food supply and identifies how consumers can be negatively affected by improper practices. It covers the important role food workers have in following procedures and telling supervisors and coworkers of food safety problems. Participants will learn the important role of food workers have in supporting their workplace food safety culture. By following food safety practices, food workers help their employer to protect the consumer, meet government regulations and address business needs.

Good Manufacturing Practices - GMP'S

This course will discuss how food workers need to act, dress and be aware of food safety hazards and how they can prevent them. This course will provide you with the knowledge and skills to understand how GMPs support safe food manufacturing and your role in supporting GMPs. You will be able to identify food safety hazards and understand how food workers behavior and can have either a positive or a negative impact on food safety. This course will provide you with the knowledge and skills to understand how GMPs support the safe manufacturing of food and how to implement GMPs.

Sanitation Level I

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Learning Objectives - Community Level

● **LOTO (Lock Out Tag Out)**

This program is designed to introduce to the topic of Lock Out – Tag Out (LOTO), so you can better comprehend the occupational health and safety instructions given to you on the job as they relate to LOTO and its broader safety topic of energy isolation. Everyone in the workplace, from the employer to the newest worker, has different but important duties to keep the workplace safe. As employers have the most authority in the workplace, they have the greatest responsibility but it's important for your own safety that you understand everyone's health and safety duties, including yours.

● **Introduction to Emotional Intelligence**

This course provides an introduction to the concepts, skills and tools needed to develop emotional intelligence and apply them to improve your performance at work and beyond. Those emotional intelligence skills improve and drive your soft skills and contribute to 80% success in your career. An employee with high emotional intelligence is aware of their emotions and can manage feelings, impulses and communicate effectively with others. They solve problems and build rapport in tense situations. These employees also have empathy, work well with others to build productive relationships in the workplace, remain optimistic in the face of adversity, bounce up quickly from setbacks and strive to perform.

● **Knowing and Handling My Emotions**

Welcome to this course on recognizing and handling your own emotions. In this course, you'll continue learning about some important emotions that everyone experiences and you'll practice tools to help you handle your emotions, which will put you on the path to developing self-mastery! By knowing yourself better, you will become more able to interact calmly, independently, and confidently with other people, both at work and at home. By applying the self-mastery skills that this course discusses, you will experience improved satisfaction with your job, career, and life, and your contributions in the workplace will be more professional and have a greater positive impact.

● **Adaptability in the Workplace**

One of the most important reasons for investing time to develop your adaptability is the fact that the world we live in, along with the working world, is constantly changing. This is due to different technological, economic, social, political and environmental events. When change is constant and unpredictable, people who are adaptable are not only better able to survive but also thrive.

● **Working With Others**

Working with Others includes working with a partner or a team to complete your tasks. Every employee in a food processing facility has to work with others during the day, whether you have to collaborate with workers from another department to solve a production issue or work as a member of a larger team to complete a rush order. Being able to work well with others is a skill that your employer greatly appreciates.

● **Surveys**

Baseline and completion surveys are an important part of FoodAbility and are required for program completion and Micro Credential.

DIGITAL CREDENTIALS
A PORTABLE WAY TO VALIDATE SKILLS AND ACCOMPLISHMENTS

TYPES OF CREDENTIALS DELIVERED

COURSE COMPLETION

Certificate Per Course and Digital Badge

Program Attendees at each level will receive a Course Completion digital credential and a Certificate of Completion for each course with a minimum passing grade of 70%.

PROGRAM COMPLETION

Major Achievement | 1 Micro-credential | 1 Certificate

Once Program Attendees have fulfilled all program requirements such as; **completing all courses** (minimum 70% pass), and **completing all surveys** in the Learning Management System, they will receive a **Micro-credential** and **Certificate of Major Achievement**. For Leadership Level participants, in addition, we ask that you complete the Inclusivity Meter and the Business Check-Ins.

Share credentials

Encourage employees to share their credentials on their social media.

Educational achievements provide great visibility and testimonials for your organization.

Employer tip: enter participants into a draw for hashtagging your organization!

Attendance and Participation Are Also Recognized in FoodAbility

Survey Completed

Evaluations and surveys are an important component of FoodAbility. This information provides us with feedback on the program to ensure we continue to deliver premium learning content to your workforce.

Webinar Attendance

Food Processing Skills Canada (FPSC) provides interactive opportunities for your team to ask questions and engage in the program.

Workshop Attendance

FoodAbility has been designed to engage and educate in an online and in-person format. Annual National LIVE workshops bring employers and HR Professionals together with Disability and business experts..

SURVEY COMPLETED

ACQUIRED KNOWLEDGE WEBINAR

RECOGNITION OF PARTICIPATION

FOODABILITY EMPLOYER LEVEL RECOGNITION OF PARTICIPATION

Deanna Zenger

Has successfully completed

Disability Inclusion Awareness Training for Business Employer Workshop Session One

November 21, 2024

For the love of skills

Jennefer Griffith, Executive Director
Food Processing Skills Canada (FPSC)

Webinars, Workshops & Events

Lead the Way - 2025 Inclusion@Work Series

HR and Employer Workshops, Webinars and Resources

- HR Consultant Hour – Monthly sessions targeted to HR Professionals and Small Business Owners
- Inclusive Onboarding
- Policy Development Workshop (Mgmt. Level)
- Creating Inclusive Job Descriptions – Evaluate and Improve Your Recruitment Process
- Job Posting and Application Workshop
- Measuring Success – Managing and Measuring for Workplace Success
- The Do's and Don'ts of Disclosure
- Disability Etiquette (topics include Meetings, Online Presentations, Speaking Engagements and Disability Etiquette)
- Speaking Success – Words Matter – Learning the Language of Accessibility
- So, What is Ableism? - What it is, what it looks like, and how to become a better ally
- Accommodations Workshop Series – quarterly workshop series for decision-makers and workplace leaders

Be the first to know FoodAbility National Locations and Dates!

HR Coaching Moments

Interactive HR content available for **Leadership Level** participants

- Connecting with Employees

- Building Confidence

- Building Trusting Relationships

- Establishing Expectations

- Work Culture - What Does It Mean?

- How to build a Positive Work Culture

- Toxic Work Culture

- Resolving Conflict

- Lates & Breaks

- Mentoring & Coaching

Toolkit Central

From Awareness to Action

Unlocking Accessibility Solutions

Body

The FoodAbility team has assembled a learning library all in one place. Discover essential resources and program events that will boost your disability awareness at no cost to you.

foodability.ca

We have an opportunity to create a new normal and make inclusion a daily thought, so we can get rid of the word inclusion.

Jennefer Griffith - Food Processing Skills Canada

Let's Do This!

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