



Employee supports through change

There are many supports available to you as the university evaluates and makes changes to the way we deliver certain administrative services. For some staff, the impact of the changes may be very minimal. For others, you may notice that some of your duties or tasks have shifted to ConnectionPoint and you are uncertain what that means for your job. Still others may find the change to be larger, a move to ConnectionPoint, a new leader, a new location, a new role. In each of these instances, you may face increased anxiety, have questions and not know where to turn. We want to provide you with the resources to access the support you need.

- 1. Keep informed.** Information can often help alleviate anxiety of the unknown.
 - **Check the ConnectionPoint website frequently (connectionpoint.usask.ca).** This website is the most comprehensive and up-to-date resource for information on ConnectionPoint.
 - **Speak with your supervisor.** He or she may be able to answer questions specific to the impact to you and your unit. Open communication between supervisors and employees is encouraged.
 - **Attend an information session.** In the coming weeks, sessions will be offered for U of S employees to learn about ConnectionPoint, services that are offered and how they are delivered.
- 2. Access the Employee and Family Assistance Program (paws.usask.ca/go/eap).**

GuidanceResources® is a free, confidential service providing psychological counselling, work-life solutions, health coaching and crisis intervention services. There are three ways to access your EFAP resources, 24 hours a day, 7 days a week:

 - **Call 306-966-4300 or toll-free at 1-844-44-USASK (1-844-448-7275).** In-person EFAP counsellors are located at the U of S Saskatoon campus, as well as in various locations across Saskatoon, Canada and the world.
 - **Visit GuidanceResources® Online (www.guidanceresources.com).** This comprehensive, interactive service provides expert content and unique tools to assist you in every aspect of your life, in a secure, easy-to-use, personalized environment.
 - Username: USaskEFAP (case sensitive)
 - Password: USaskEFAP1 (case sensitive)
 - **Download the mobile app.** Install the [guidanceresources®now](#) app from the [Google Play](#) or the [App Store](#).
 - Username: USaskEFAP (case sensitive)
 - Password: USaskEFAP1 (case sensitive)
- 3. Contact your union representative.** Your union may offer supports to assist you through the change process.