Oshki Annishinabe Nigaaniwak

Aboriginal Youth Infrastructure Training / Apprenticeship Program

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1.0 **Program Lead**

Program Lead:

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2.0 **Program Description**

The intent of the Oshki Annishinabe Nigaaniwak (OAN) Aboriginal Youth Infrastructure Training/Apprenticeship Program is to train and support Aboriginal youth between the ages of 18 and 30, in the carpentry trade in order to develop a qualified pool of skilled trades people.

In order to increase successful outcomes for participants in the program, a "wrap around" training model will be implemented in which participants are provided with all the supports they may require throughout the duration of the training. This includes engaging a fulltime, accessible program coordinator, instituting a participant training allowance, access to Elders and other family supports, onsite study groups and access to instructors and cultural training and teachings. Partners will be engaged to provide the training pieces of the program and to ensure adequate funding and supports are available. Industry partners will be identified, through existing partner networks, in order to link youth to employment opportunities following completion of the program.

3.0 **Oshki Annishinabe Nigaaniwak (OAN)**

The Aboriginal Relations Division of the Corporate Support Services Department, through Oshki Annishinabe Nigaaniwak (OAN), will take the lead role to engage program partners and key stakeholders and bring them together regularly to develop and implement the program. OAN will also oversee the development and implementation of the entire program, ensuring strategic coordination throughout each phase of the program.

OAN has developed and implemented programming such as this in the past and has a sound understanding of the supports participants require in order to be successful. The recent completion of the Winnipeg Fire Paramedic Service Primary Care Paramedic Training Program, which had a 100% graduation rate, is an example of a "wrap around" training model implemented by OAN. In addition, OAN has a proven track record for developing relationships with the community and engaging groups from various levels of government, non for profit organizations and the community at large. Existing relationships with all these groups will enhance the ability to develop and deliver another comprehensive program.

OAN is designed to support Aboriginal youth in accessing positive recreational, learning and wellness opportunities and to develop additional opportunities towards employment in the community and civic system. The intent of this program fits with OAN's mandate in two ways: First, industry research has shown that a huge demand will exist for upwards of 8,000 -10,000 skilled trade workers in the next 5-10 years, providing huge opportunities for OAN and the City to present itself as a key player in filling the gaps. Second, it is acknowledged that as one of the fastest growing populations, Winnipeg has a need for increased Aboriginal representation in the general workforce and in the infrastructure development sector. It has been noted that reliance on conventional training programs has not yielded sufficient Aboriginal applicants to increase the Aboriginal representation, and this program offers a strategy to address this need.

4.0 **Trade of Focus**

Discussions with Provincial, industry and educational representatives has suggested that the specific trade selected as the program's focus should be functional and not highly specialized, so that it provides good opportunities for employment under the apprenticeship project, builds foundational skills in construction, and thereby creates future opportunities to access highly specialized trades training.

In addition to consulting with the above noted groups, the future needs of both the City and Province have been cross referenced and similarities have been considered in order to choose a trade of focus. As a result, it has been agreed that the first offering of the OAN Aboriginal Youth Infrastructure Training/Apprenticeship Program will focus on developing skills and training in the carpentry trade.

Factors related to choosing carpentry are as follows:

- An ability to train participants as generalist exists, thereby increasing employment opportunities and the ability to build on the training in the future;
- The most options for training partners exists with the carpentry trade as carpentry is currently taught in Winnipeg, while not all other trades are offered at locations in Winnipeg;
- Employment opportunities are abundant and diverse in Winnipeg for carpenters;
- Many high schools have existing entry level carpenter programs which will provide a potential pool from which to recruit.

5.0 **Program Model Details**

a. **Partnership:**

This model involves a number of partners who all bring numerous resources to the table, ensuring a continuum of supports is available. Partnerships will be formalized in order to ensure adequate funding and supports are available to the participants of the program. In addition, training and industry partnerships will also be put into place in order to provide the education and employment pieces. Partnerships with the Manitoba Metis Federation (MMF) and the Centre for Aboriginal Human Resource Development (CAHRD) have offered to play a role in providing living allowances throughout the training and wage subsidies once participants enter the work force.
A number of potential partners have been approached who have indicated interest in participating in the project. This includes the Province of Manitoba (Apprenticeship Manitoba and Jobs and the Economy, Children and Youth Opportunities) and community partners such as Red River College, Winnipeg Technical College, MMF, and CAHRD etc.

Private industry was identified as a primary partner in the implementation of this project. At present, one option to involve the private industry in the project would be aligning them as future employers once training is completed and this would be gained through existing relationships established by the training organizations selected for the project, Provincial Jobs and the Economy, and the division's contacts established with construction associations in Winnipeg.

b. **Design and Development:**

A Program Coordinator will be hired by OAN to oversee all aspect of program model development and implementation, including the coordination and engagement of partners in the process. Specifically the Coordinator will undertake the following:

- Engage and coordinate partners in the design and development of the program and in ongoing program monitoring meetings.
- Secure a comprehensive support arrangement with one of the community partners, which includes the involvement of Elders.
- Develop a student recruitment and selection process, which includes pre-employment screening, for direct enrolment into the Apprenticeship Program.
- Work with the chosen educational institution to ensure partner and industry needs are reflected in the training being offered and that it satisfies Apprenticeship Manitoba requirements.
- Solicit participants for the program, get them through the selection process and establish a class of 16 - 20 participants.
- Ensure a living allowance is put in place for all participants.

- Work with government or community partners to ensure the inclusion of an essential skills piece of the program.
- Work with employers to provide support in transitioning participants into the workforce.

c. **Recruitment:**

A comprehensive recruitment strategy will be implemented by OAN and the community partners in order to attract Aboriginal youth. This strategy will include the use of OAN's existing network, internet postings and community presentations/information sessions. The Program Coordinator will oversee, coordinate and monitor the recruitment process, support community partners in their efforts and develop recruitment materials.

16-20 Participants/year would be engaged through this model. However, a possible second intake could occur at the six month mark thereby potentially doubling the number of youth being trained.

d. **Selection:**

The student selection process will be based on pre-determined criteria that is agreed to by the partners to the program. It will be important to work with the chosen educational institute and Apprenticeship Manitoba on the criteria to ensure it meets all their requirements.

The selection process will also include pre-employment screening, to ensure participants who require the essential skill development have the option available to them.

A Selection Committee will include representation from all partners. The method that will be used to successful candidates will be determined by the group.

e. **Course Delivery:**

A number of potential training partners have been approached (eg. Red River College, Winnipeg Technical College) and they have all indicated interest and flexibility in participating in the program. Each institution consulted has reported that they have existing curriculum that can be utilized as is, or modified to meet our needs while still meeting the required standard and levels required by Apprenticeship Manitoba.

In addition to the regular training curriculum, a number of other supports and opportunities will be built into the final program and made available to participants of the program. These include:

i. Essential Skills:

The training model will include the opportunity for participants to obtain required essential skills in order to give them a basic foundation going into the training. A number of interested partners have identified that they currently provide essential skills training as part of their regular programming. Preliminary discussions regarding implementing essential skill development as part of the program have indicated willingness to provide the services with a number of the potential partners such as MMF and the Province of Manitoba, Entrepreneurship, Training and Trade. This portion of the program could take place prior to the training or as part of the training.

ii. Participant Support:

An important part of the program model is the participant support, which will be designed to meet the personal needs of the participants in this program while ensuring it continues to satisfy apprenticeship Manitoba academic requirements.

This model will involve the provision of basic supports for participants to ensure the pressures of everyday life don't impede upon their ability to be successful in the program. Examples of available supports may include assistance filling out daycare applications, referral to counselling or Elders, basic life skills tips, food bank etc. These supports will be provided by one of the partners to the program, the details of which will be determined during the design and development phase of the program.
In addition to these supports, participants will be provided with a living allowance for the duration of their studies. The financial requirements of the living allowance are shown in the attached budget.

iii. Additional Training:

Additional educational and wellness opportunities will be provided to the participants in the form of Aboriginal Cultural training and Aboriginal teachings provided by Elders from the community. Presentations by local Aboriginal role models will also be implemented in order to encourage and inspire participants throughout their studies.

iv. Employment and Employer Support:

In order to ensure success for participants, engagement with potential employers will be key. Existing relationships between partners and industry will be utilized to build these links into the program. Apprenticeship Manitoba will also be engaged to assist in this process.

It is hoped that through development of relationships with industry, positions can be secured for participants post-training.

Once graduates are placed in positions, the Program Coordinator will work with employers to ensure a smooth transition from student to employee occurs. Support provided could range from assisting in paper work requirements to working with the student on issues such as time management and problem solving.

It should also be noted that consultations with industry associations indicated that lack of support was one reason for not hiring recent graduates, and that a support aspect to the program would be very beneficial in increasing the employability of our graduates.

6.0 **Program Term**

The Program design and development will begin as soon as key partnerships with the Province and educational institution have been formalized. Similarly, the training start date will be dependent upon the partner's ability to begin the crucial work involved during this developmental phase.

Once the program is implemented, the duration of the training will be for a period of one year. The Program will be offered on a full time basis Monday to Friday.

Following participant graduations, support will continue post-training to include both on the job support and employer support for the first three (3) months.

7.0 **Funding Requirements**

Funding requirements for the program have been included in a detailed budget as Appendix A.

8.0 **Appendices**

A. Budget
B. Program Timeline

APPENDIX A - Budget

	CITY (OAN)	PROVINCE	PRIVATE	Totals
Salary Costs				
Program Coordinator (12 Months)	$46,990			$46,990
Mandatory Employment Related Costs (20%)	$9,398			$9,398
Participant Salary/Living Allowance	$80,000	$131,584	$100,000	$311,584
Mandatory Employment Related Costs (20%)	$16,000	$26,318	$20,000	$62,318
Total Salary Costs	$152,388	$157,902	$120,000	$430,290
Program Costs				
Recruitment			$2,000	$2,000
Textbooks				$0
Work boots/clothes ($500.00/student)		$8,000		$8,000
Bus Passes (16 x 12)	$16,262			$16,262
Work Equipment ($200/student)		$3,200		$3,200
Elder Honorariums	$1,500			$1,500
Cultural Training (2 days)	$2,500			$2,500
Workshops (First Aid/CPR)		$2,420		$2,420
Tuition			$48,000	$48,000
Criminal Record Checks	$640			$640
Total Program Costs	$20,902	$13,620	$50,000	$84,522
Subtotal	**$173,290**	**$171,522**	**$170,000**	**$514,812**
Provision for scope change or additional intake	$76.710	$78,478	$80,000	$235,188
Total Project cost	**$250,000**	**$250,000**	**$250,000**	**$750,000**

Participants Costs:

No. of Participants	16
No. of Months	12.00
Hourly Rate	$10.70
Living Allowance /student	$19,474
20% Mandatory Employment Related Costs	$62,317
Total Student Living Allowance	$373,901

Please Note: Tuition fees vary slightly depending on educational institute, however the average cost is approximately $3000.00 which includes text books, for Red River College and Winnipeg Technical College (pre-employment course).

APPENDIX B – Program Timeline

Oshki Annishinabe Nigaaniwak (OAN) Apprenticeship/Trades Project

	2014				2015											
	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Proposal to the Province																
Design/Development																
Recruitment																
Selection																
Essential Skills																
Trade Training & Work Experience																
Work Experience																
Employment Support																