

Staying Connected

2016-2017



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Working Together — the Possibilities are Endless

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2016 Award of Excellence winners Chelsea Gilkie and Joey Hawkins represent what's working well in the apprenticeship system. Employee Chelsea Gilkie worked to renew apprenticeship in the Agricultural Equipment Technician (AET) trade, leading the charge for new training to meet industry needs. As part of this project, Chesley took the initiative to research the requirements for AET, developing a sustainable model for rural agricultural communities.

Additionally, Chesley hired the first female mechanic at VanOostrum Farm Equipment and is a steadfast supporter of her career choice. Employer Joey Hawkins completed his apprenticeship and acquired his Red Seal in 2012. He competed in the Skills Canada-Nova Scotia Bricklayer competition three times, and made it to the National Skills Competition twice, with 2nd and 3rd place finishes. He then started his business, currently employs an apprentice and is working towards his Atlantic Trades Business Seal. Joey participates in multiple events to attract youth into the skilled trades and is also a mentor for the East Preston Empowerment Academy, supporting tradespeople in

the community who are studying to challenge the Red Seal exam.

Celebrating Nova Scotian Employers

The Agency recognized employer and stakeholder champions through on-site visits across the Province. These champions actively seek out and train apprentices and share our values of diversity and Inclusion. We value what our champions have to say and during these visits, we heard directly from them on their ideas for improving the system. Our champions and their profiles are highlighted on our website. To view current champions, please visit: www.nsapprenticeship.ca/emp-champs

Fostering

A DIVERSE AND INCLUSIVE SYSTEM

This year, we proudly released Building More Equitable Pathways: A Diversity and Inclusion framework for the Nova Scotia Apprenticeship Agency. This framework will help industry build and maintain a diverse and highly skilled workforce that contributes to the economic success of Nova Scotia. Based on our internal values of embracing the need for diversity and encouraging entry into a much wider range of trades, the Agency will use the framework to inform our practices as we continue to fulfill our mandate.

The Agency created and staffed the new position of Corporate Strategist/Chief Diversity Officer to lead implementation of the framework. By combining this diversity position with senior-level policy, the Agency has ensured diversity and inclusion will be a lens on our daily operations, staff training, industry engagement and policy development, resulting in decision-making that advances

the Agency's mandate to grow the participation of diverse groups in the apprenticeship system. We continue to strengthen community partnerships to attain these goals, including with the Aboriginal Apprenticeship Advisory Committee, Aboriginal Peoples Training and Employment Commission, East Preston Empowerment Academy, Immigrant Services Association of Nova Scotia (ISANS) and Women Unlimited.

This year, we are committed to contributing to a welcoming and inclusive system for apprentices of diverse backgrounds. The Agency provided over \$220,000 in grants to 44 employers who hired apprentices from diverse communities, purchased software that makes apprenticeship online forms available in over 200 languages and reviewed our operational policies and procedures with diversity as a priority.

ISANS Refugee/Immigrant Workplace Assessment Project

The Agency partnered with ISANS to support newcomers (refugees and immigrants) with prior trade experience to complete a 3-month work-based practical assessment. The goal of the project was to help newcomers gain "Canadian work experience" in their respective trades and provide trainees with an assessment of their trade skills, enabling them to start apprenticeships or find employment through the support of their employers, ISANS and the Agency. Employers were provided a wage subsidy to support the participants. Fifteen individuals took part in the assessment program, commencing with a "Bridge to Work Program" that included safety training. Eleven of the participants were offered full-time employment by the participating employer, and are now registered apprentices.

Women in Trades Symposium

To address some of the challenges women encounter over the course of their apprenticeship, the Agency partnered with Women Unlimited to host the inaugural Women in Trades Symposium in March. Our goal was to provide an opportunity for women currently in the system to speak to their experiences, provide recommendations on how the Agency can better support the journey of female apprentices and identify opportunities to work with employers in creating affirming work environments. Over 75 apprentices and journeymen representing a variety of trades participated. El Jones, Spoken Word Poet, created a poem to capture the day's event and delivered it at the close of the symposium. The poem is available at https://youtu.be/sCh_sIDbJGs



Supporting

APPRENTICES AND EMPLOYERS

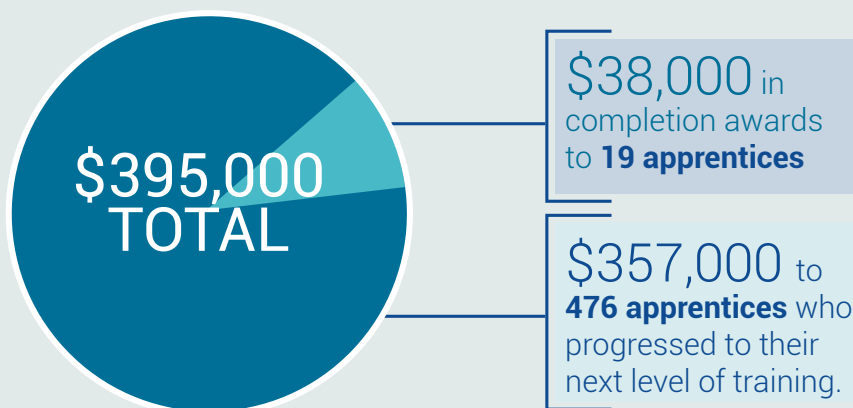
In 2016-2017, we began to implement our new Stakeholder Engagement Strategy aimed at increasing the number of employers participating in the apprenticeship system and offering apprenticeship opportunities to more youth. Our field team visited 552 unengaged employers over the past year. These efforts, combined with formal engagement through our annual industry meeting, Trade Advisory Committees, and consultation sessions, have resulted in a 38% percent increase in the number of new employers participating in the apprenticeship system. In 2015-16, new employers

represented 10% of the total active employers. In 2016-17, new employers represented 14% of the total active employers.

The Apprenticeship START program continues to be successful in recruiting employers. The objective of the program is to encourage employers to register and employ apprentices from underrepresented groups and rural areas. In 2016-2017, over \$1.2 million in progression grants was issued to 160 eligible employers who employ 175 apprentices.

The Apprenticeship Award Trust is a scholarship program that provides financial incentives to apprentices as they progress through the apprenticeship system.

Awards are given for progressing through technical training levels, and for completing the apprenticeship program. This year the Agency experienced a 10% increase in eligible applications and awarded 495 apprentices a total of \$395,000 in progression and completion awards.



2131

Employers
with apprentices

260

NEW employers with
apprentices

38%

Increase in the number
of new employers
over last year

6167

Total Registered Apprentices
as of March 31, 2017

1416

NEW Registered Apprentices
as of March 31, 2017

2169

Apprentices receiving
Technical training

814

Certificates of
Qualification Issued



Trade Regulation Framework

The Agency and the Technical Safety Division of Labour and Advanced Education have been working together on the Trade Regulation Framework to remove barriers faced by apprentices in dually-regulated trades and create seamless training pathways. This year, changes to the Gas Fitter and Oil Heat System Technician trade regulations have been implemented to reduce burden on our clients and provide clarity on the regulatory requirements in both trades. Work continues for Communications Technician, Power Engineer, Elevator Mechanic, and Mobile Crane Operator Trade Regulations.

Joint Stewardship Initiative

The Agency works with industry to facilitate the development of relevant training standards so that apprentices are trained to meet industry's needs. The Nova Scotia Community College provides pre-employment certificate and diploma programs in a number of trade occupations designated for apprenticeship and certification under the Apprenticeship and Trades Qualifications Act. The Agency recognizes graduates of this training with credits towards apprenticeship technical training and practical hours. The College is also the primary deliverer of apprenticeship technical training. Together, the Agency and the College are joint stewards of the apprenticeship system, tasked under legislation to work collaboratively to ensure a coherent industry voice across the system.

In August, the respective boards of the Nova Scotia Apprenticeship Agency and the Nova Scotia Community College established the Joint Stewardship Initiative. The aim of this collaboration is to increase labour market alignment, improve student success in understanding the certification journey and accessing the best program for their interests and aptitudes, and improve apprentice completion rates. Work this year focused on developing a process to review program change requests in College trades programs, integrating pre-apprenticeship program reviews into the mandate of Trade Advisory Committees, incorporating apprenticeship training harmonization into College programs, and examining available labour market information used by the Agency and the College to plan programs.

Youth

SUCCESS STARTS HERE

The Agency actively supports Nova Scotia Youth, ages 16-19, to explore and pursue opportunities in the skilled trades. Every school board in the province received annual WorkIT grants to support hands-on learning activities in the skilled trades for their students. In addition, the Agency's Youth Outreach Coordinator travelled to schools across the province to meet with teachers and students to share the benefits of a trades education. The Agency provided funding to the Nova Scotia Tourism Human Resource Sector Council to launch a new summer youth apprenticeship program in the culinary arts. Existing programs - Building Futures for Youth and TestDrive - increased their engagement with students and employers to provide summer apprenticeship placements in the Construction and Motive Power sectors. Students in these three

programs receive high school co-op credits as well as practical hours towards an apprenticeship should they register as apprentices with the Agency. Meetings were held this year with the Mi'kmaw Kina'matnewey school board to increase awareness of apprenticeship, co-op and the summer youth apprenticeship initiative. Focused efforts were made to increase the number of diverse students applying into the summer youth apprenticeship programs.

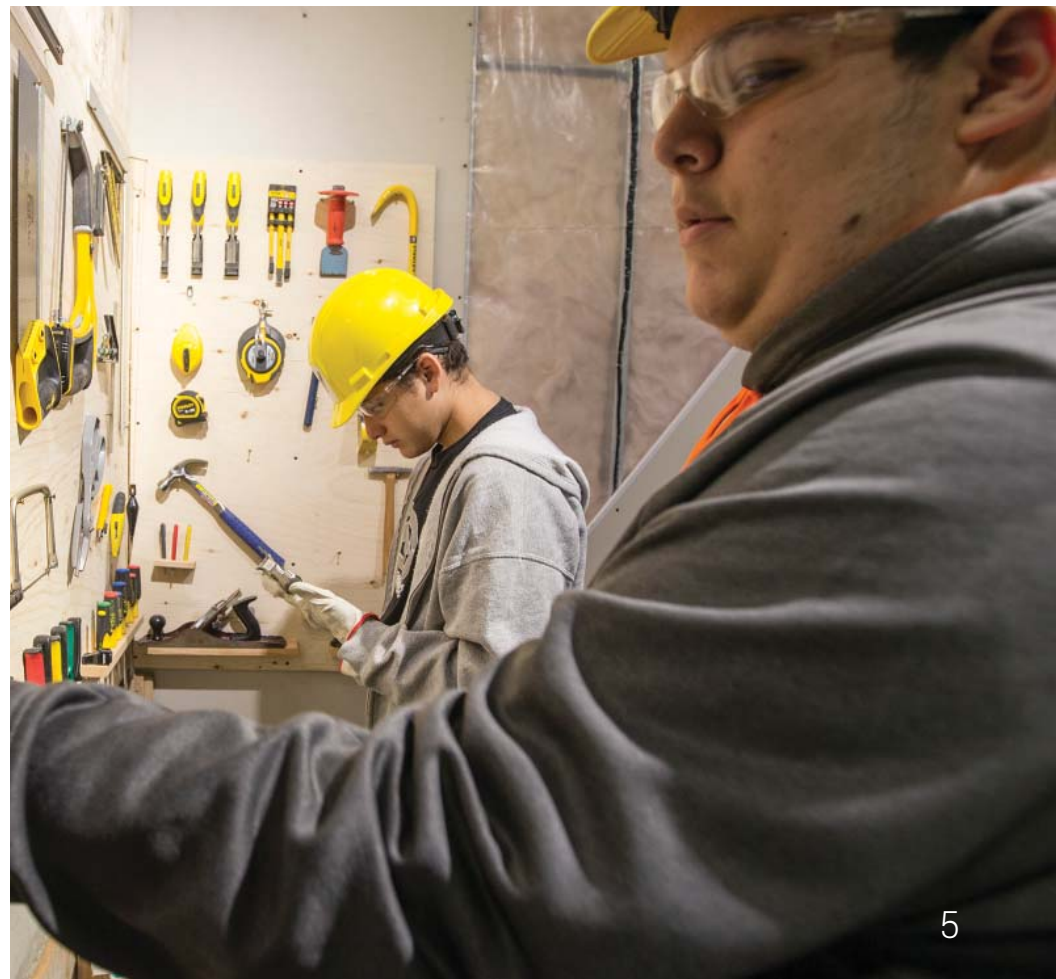
The Agency also continued funding to organizations who share our goal to increase the participation of youth in the skilled trades. These organizations include the Aboriginal Peoples Training and Employment Commission (APTEC), Techsploration, the Nova Scotia Construction Sector Council Trades Exhibition Hall, and Skills Canada-Nova Scotia.

Promoting Apprenticeship to Youth

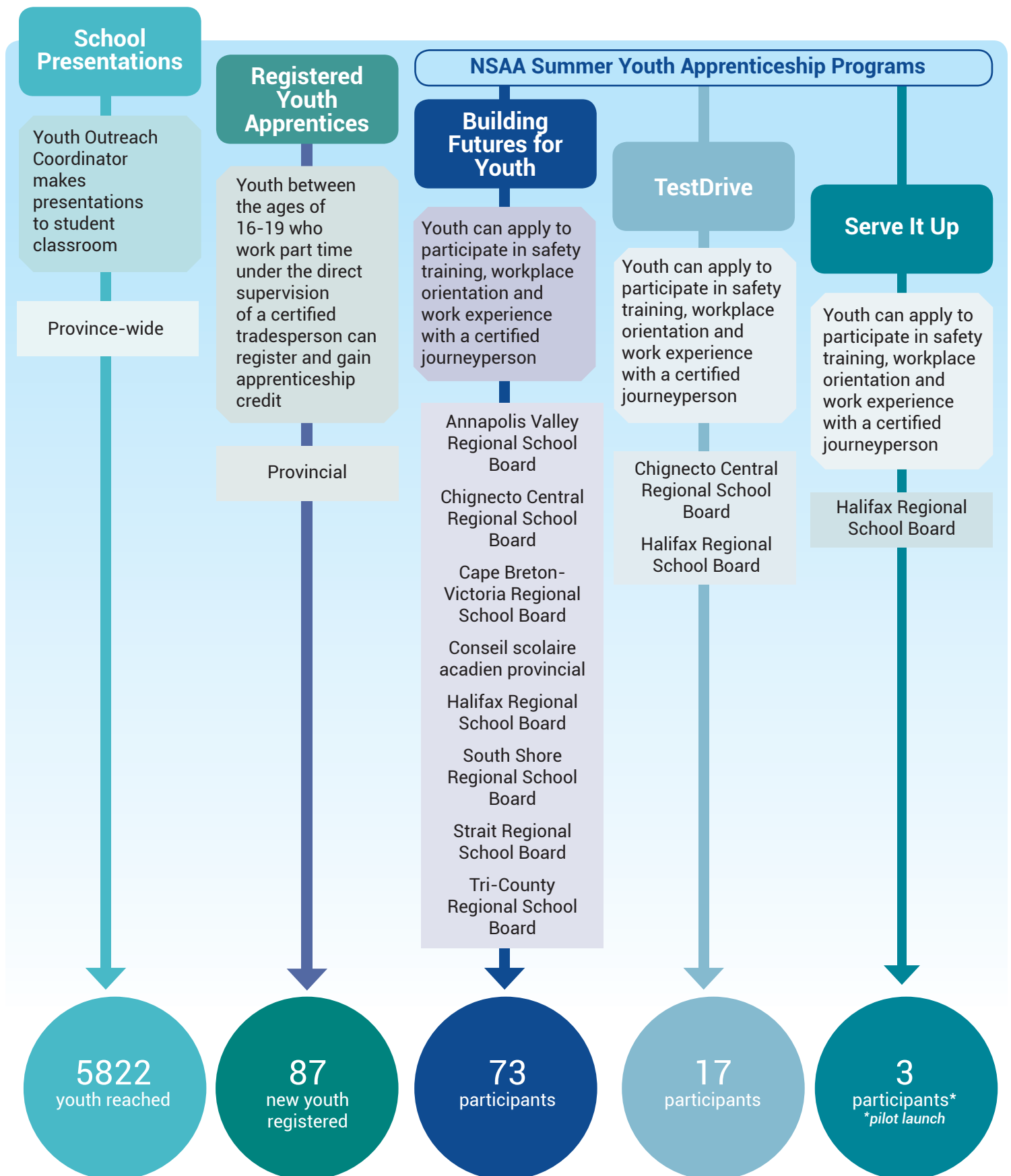
The Agency was established to provide employers and industry stakeholders with a stronger voice and influence in the decision-making and direction of the apprenticeship and trades qualifications system. While apprenticeship is one of the oldest training methodologies, it is not well known to our youth and their parents. This year, the Agency awarded a contract to create a professional marketing campaign. Work is currently underway. The campaign will consist of a variety of media content such as television, cinema, print, social media, website refresh, as well as brochures, postcards, pop-up banners and mobile trade booths.

The Nova Scotia Construction Sector Council Trades Exhibition Hall is a unique venue that offers students, job seekers, employment counsellors, teachers, community groups, and the general public an opportunity to experience trade occupations in a hands-on way.

This one-of-a kind Hall in Canada features 14 interactive exhibits where visitors learn about construction careers by participating in hands-on demonstrations and speaking with industry professionals at different stages of their careers. The Agency provides annual funding to enable school groups from across the province to visit the Hall.



Youth Engagement Highlights



Techploration

Grade 9 girls are assigned to female role models and learn about careers in the skilled trades and technologies; workshops are also held for alumni

Annapolis Valley Regional School Board

Cape Breton-Victoria Regional School Board

Chignecto Central Regional School Board

Mi'kmaw Kina'matnewey

South Shore Regional School Board

Strait Regional School Board

Tri-County Regional School Board

Events:

- 3 Techsplorer events
- Alumnae conference annual launch
- 13 Techsploration goes to school
- 5 techsploration goes to work
- International Women's day event with IBM
- 22 Techsploration Schools
- 13 Guest schools
- 155 new Techsplorers added each year
- 86 Role Models (34 working in Trades)

1320

girls reached
440 attended
700 students reached

APTEC

Aboriginal Youth from across Nova Scotia can attend a three day Trades Fair in Halifax, including the Trades Exhibition Hall, Skills Canada, and meetings with Aboriginal employers and Apprentices

Province-wide

80

Aboriginal youth participated

Skills Canada Nova Scotia

Assists in promoting skilled trades and technologies to Nova Scotia youth through a variety of programs and events, such as the Provincial Skills Competition, various youth projects and the disabilities services initiative

Provincial

Events:

- In-class presentations
- Essential Skills challenge
- Skilled Future Series
- Disability Services
- The NS Skills Competition

6000+
participants

Trades Exhibition Hall

Located in Halifax, the Hall highlights 14 construction trades

Province-wide

3484
youth visitors

Making Certification

AN ECONOMIC DRIVER

Harmonization

Provinces and territories are aligning their apprenticeship technical training to support consistency in training and higher completion rates for apprentices who work across Canada. In the fall of 2016, we amended our general regulations and 42 trade regulations to align our programs with national and regional harmonization recommendations. In the Atlantic Region, the development of common processes, curriculum standards, apprentice logbooks and exam banks for ten trades is ongoing. This past year's work included: finalizing curriculum sequencing for Construction and Industrial Electrician trades, development of new exam banks for Carpenter levels 3 and 4, the release of the Atlantic Level 1 exam and logbook for Carpenter, updating

the Oil Heat System Technician logbook to reflect the new Red Seal Occupational Standard, and development of Atlantic Curriculum for Plumbers, and Steamfitters/Pipefitters. An additional six trades will be harmonized under an extended shared funding with Employment and Social Development Canada.

A new Shared Apprenticeship Management System was approved for development for the provinces of Manitoba, New Brunswick, Newfoundland and Labrador, Nova Scotia and Prince Edward Island. Nova Scotia will lead the \$12M project over the next 5 years. The system will completely modernize our work within the Agency and enable employers and apprentices to have interactive self-service. Nova Scotia will be the first of the five provinces to implement the system.

Compliance and Enforcement

The Agency recognizes that employers need to benefit from legislative regimes that enable fair, safe and equitable workplaces. Our role is to help compliant employers operate in a level playing field. To optimize the impact of our enforcement capacity, the Agency established the Compliance and Enforcement Advisory Group. The group is made up of 12 members who represent industry and employers and include journeypersons, large and small employers and union representatives. The advisory group has influenced changes to our enforcement policies and procedures, proposed revisions to the Apprenticeship and Trades Qualifications Act and recommended targeted compliance initiatives. The Agency continues to partner with NS Power to promote the 'Ask for the Card' campaign and joined forces with the Occupational Health and Safety Division to promote compliance at worksites.

Compliance Officers began conducting education and outreach sessions at college campuses across the province to educate future apprentices about their duties and responsibilities under the Act when they enter the workforce.

TOP 10 TRADES for 2016/2017

Construction Electrician	1199
Automotive Service Technician	645
Carpenter	621
Steamfitter/Pipefitter	550
Plumber	412
Truck & Transport Mechanic	294
Cook	215
Refrigeration and Air Conditioning Mechanic	193
Welder	193
Power Engineer	169





Procurement Initiatives

Procurement Pilot for 5 new schools

In January 2016, the NSAA and partners introduced the procurement pilot for the construction of 5 new schools in Nova Scotia. In an effort to both reward employers who hire apprentices and incent those employers who are not engaged in the apprenticeship system, all contractors whose portion of the school build exceeded \$100,000 were required to possess a letter of engagement (hire apprentices) or a letter of exemption from the NSAA. It is important to use government resources to recognize the importance of training and certifying individuals in the skilled trades to ensure NS has the workforce it needs. If we encourage the use of apprentices in our procurement processes, we can help apprentices complete their program and achieve certification while recognizing and rewarding employers who are champions of the system.

To date, 75 contractors have applied for either a letter of engagement or a letter of exemption. There has been an even split between letters of engagement and letters of exemption

issued. Letters of exemption have generally been issued to contractors who do not engage in work within a designated trade. 90% of all applicants were sub-contractors, with 21% being members of a Joint Registration Agreement (JRA). The remaining 10 % of applicants were general contractors, of which 2 received a letter of engagement and 6 received a letter of exemption.

Update to Government Procurement Manual

In October 2016, the Government of Nova Scotia updated its Procurement Manual to state "Increasing employment opportunities for apprentices and youth is a priority for the province. For procurement projects involving work within the designated trades, public sector entities are encouraged to consider ways to support the use of apprentices." To facilitate this, NSAA staff participated in training all procurement category managers and facilities staff in para-government organizations to educate them about the possibilities to advance apprenticeship in the province and the legal requirements of the compulsory certified trades.

13 compulsory-certified trades

There are 13 compulsory-certified trades under the Apprenticeship Trades and Qualifications Act.

Ensuring that registered apprentices and certified individuals are those working in the compulsory-certified trades creates a level playing field for those who are complying with Nova Scotia Trade Regulations and contributes to a culture of compliance.

Targeted compliance initiatives in the Motor Vehicle Body Repairer trade, Sheet Metal Worker trade and Refrigeration and Air Conditioning trade resulted in an increase in the number of apprentices in those trades.

2016/17 Compliance Inspections

665

Inspections completed

113

Non-compliant inspections

45

Complaints received

71

Contact orders issued

39

Verbal Warnings issued

2

Summary Offence Tickets issued

Trades Table

	<p>The Agency promoted the new apprenticeship pathway available for this trade and registered the first apprentice this year.</p>	
	<p>Automobile Insurance Appraiser</p>	<p>The Board approved members of a new Trade Advisory Committee (TAC) to review an application to designate the trade. The first TAC meeting took place in the fall of 2016.</p>
<p>Automotive Service Technician (AST)</p>	<p>The members of the AST and the Truck and Transport Mechanic Trade Advisory Committees continue to identify common tasks in their respective trades.</p>	
	<p>Bricklayer</p>	<p>The Atlantic Apprenticeship Council (AAC) approved the use of the National Building Code for apprentices writing Atlantic level exams. A common Atlantic logbook is in use.</p>
<p>Carpenter</p>	<p>The Carpenter Trade Advisory Committee (TAC) continues to review an application to specify the trade as compulsory and modularize the trade. Information sessions were held with the TAC member organizations to review options. Work is underway on the new proposed curriculum standard.</p>	
	<p>Construction Electrician</p>	<p>A Trade Advisory Committee has been formed to review the Trade Regulation, the College pre-apprenticeship program and overlapping work with the Industrial Electrician trade. Level exams were revised and updated to incorporate the 2015 Canadian Electrical Code book.</p>
<p>Cook</p>	<p>A common Atlantic logbook for the Cook trade is now available. A Trade Advisory Committee has been formed to review the Trade Regulation and the College pre-apprenticeship program. Meetings have been scheduled and work will be complete by March 2018.</p>	
	<p>Elevator Constructor/Mechanic</p>	<p>A Trade Advisory Committee was approved by the Board to review and make a recommendation on an application to designate this occupation as a trade. The TAC began meeting in December.</p>
<p>Heavy Duty Equipment Technician (HDET)</p>	<p>The HDET (TAC) was established in the fall 2016 to review the trade regulation, the College pre-apprenticeship program and overlapping work with the Truck and Transport Mechanic trade. The TAC held its first meeting in November.</p>	
	<p>Industrial Electrician</p>	<p>A Trade Advisory Committee (TAC) has been formed to review the Trade Regulation, the College pre-apprenticeship program and overlapping work with the Construction Electrician TAC.</p>

	Instrumentation and Control Technician	Atlantic curriculum for the Instrumentation and Control Technician trade has been developed.
Marine Service Technician (MST)	An updated Trade Regulation was approved by the Board and is now in force.	
	Metal Fabricator (Fitter)	A common Atlantic logbook for the Metal Fabricator (Fitter) trade is now available and new exam banks were developed for Levels 2 and 3 of the trade.
Mine Electrician	A Trade Advisory Committee (TAC) has been established to develop a new Trade Regulation, an apprenticeship pathway and certification examination. Meetings have been scheduled and work will be complete by March 2018.	
	Motor Vehicle Body Repairer (MVBR)	The MVBR Trade Advisory Committee is validating the labour market outlook for the trade. A pre-entry pilot is underway in partnership with the Automotive Sector Council and employers in the Sydney area to train new apprentices.
Plumber	Atlantic exam banks for levels 1 and 2 exams have been developed. A Trade Advisory Committee (TAC) has been formed to review the Trade Regulation and the College pre-apprenticeship program. TAC meetings have been scheduled and work will be complete by September 2018.	
	Steamfitter/ Pipefitter	Atlantic exam banks for levels 1 and 2 exams have been developed. A Trade Advisory Committee (TAC) has been formed to review the Trade Regulation and the College pre-apprenticeship program. TAC meetings have been scheduled and work will be complete by September 2018.
Truck and Transport Mechanic (TTM)	The Truck and Transport Mechanic Trade Advisory Committee is reviewing the Trade Regulation and will conduct a review of the College pre-apprenticeship program related to the trade.	
	Welder	A common Atlantic logbook for the welder trade is now available and exam banks for Level 2 and 3 are complete.

How




ARE WE DOING?

The Nova Scotia Apprenticeship Agency recognizes that a successful apprenticeship system should acknowledge and provide for the various needs of each trade, establish relevant and integrated training pathways and enable trade direction and advice regarding each program,

all the while moving apprentices along their journey without interruption.

The Agency is striving to develop an apprenticeship system that is driven by excellence, responding to the labour market needs of the Nova Scotia economy and remaining

flexible and adaptive to changing economic and industry conditions. More statistics on the apprenticeship programs are available in the 2016/17 Statistics Report and can be found at nsapprenticeship.ca

STRATEGIC DIRECTION Change the Culture: Inclusive, connected, and industry-led	Number of employers in the apprenticeship system	1780	1867	2131	 INCREASING
	Percent of apprentices who represent diverse populations	9.44%	9.79%	10.41%	
	Indicator	2014/2015	2015/2016	2016/2017	Trend
STRATEGIC DIRECTION Changing the Outcome: Apprentice success	Percentage of apprentices who complete their training within 6 years*	N/A	N/A	54.4%	N/A
	Number of Red Seal Certifications Issued	909	713	718	 STABLE
	Percentage of trades with training pathways	45%	45%	50%	 INCREASING
	Indicator	2014/2015	2015/2016	2016/2017	Trend

STRATEGIC DIRECTION

Changing the Outcome:

Employer success

Percentage of apprentices entering without credit from a college diploma

55%

53%

52%

STABLE

Number of new employers

166

141

252

INCREASING

Percentage of pre-apprenticeship graduates who register as apprentices in compulsory trades

N/A

NEW

33%

N/A

*2016-17 includes Joint Agreement employers

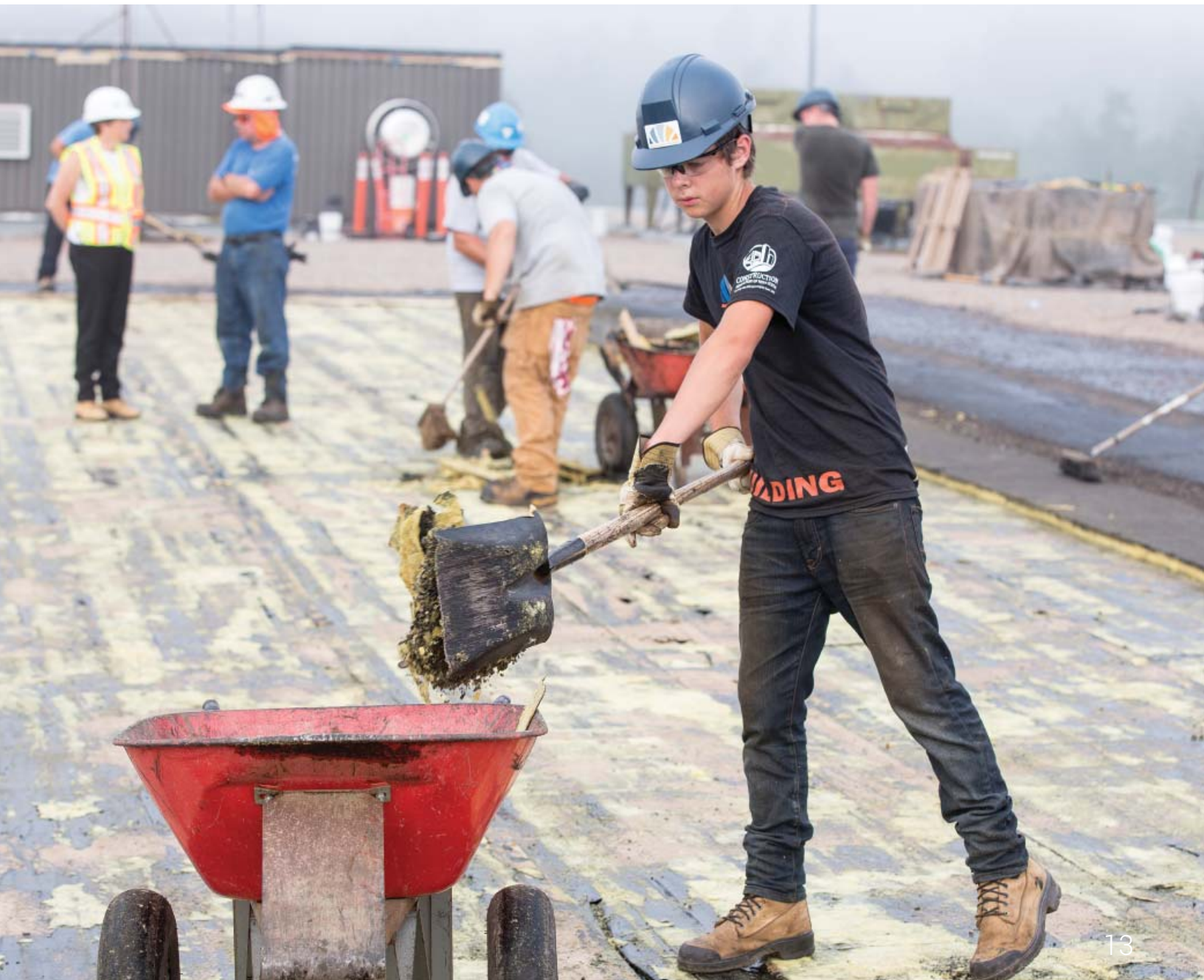
Indicator

2014/2015

2015/2016

2016/2017

Trend





STRATEGIC DIRECTION
Strengthening Delivery:

Connecting training and workplaces

**Expanded to include apprentices not in technical training.*

**Results taken from Corporate Research Associates Inc. survey of 2014 and 2016.*

Employer satisfaction with apprentice training*	76%	N/A	75%	STABLE →
Apprentice satisfaction with apprenticeship training*	77%	N/A	71%	↓ DECLINING
Investment in technical training	\$4.9M	\$5.3M	\$5.0M	STABLE →
Indicator	2014/2015	2015/2016	2016/2017	Trend

STRATEGIC DIRECTION

Making certification an economic driver

**665 workplace inspections were completed in 2016-17 by Compliance Officers, representing a 2% increase over 2015-16.*

Compliance rate	73%	84%	83%*	STABLE
New apprentices registered as a result of enforcement action	N/A	NEW	30	N/A
Trade Qualifiers who attempted+ the exam as a result of enforcement action	N/A	NEW	17	N/A
Indicator	2014/2015	2015/2016	2016/2017	Trend





NOVA SCOTIA
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AGENCY