

Journey person Financial Incentive Program

Frequently Asked Questions (FAQ)

1) What is the Journey person Financial Incentive Program?

Answer: The Journey person Financial Incentive Program is an initiative to support and recognize journeypersons for the vital role they play as the primary trainers within the apprenticeship system.

2) What is the objective of the Journey person Financial Incentive?

Answer: The purpose is to encourage more journeypersons to take an active role in mentoring apprentices, and to increase the number of apprentices progressing and becoming certified journeypersons.

3) Why should employers and journeypersons participate in this program?

Answer: To meet the current labour demands the province plans to add up to 5000 more apprentices to the system and certify 1000 journeypersons per year over the next three years, therefore, building capacity and increasing the number of certified skilled trades professionals training and mentoring apprentices is crucial to our success.

4) Who is eligible to apply for the Journey person Financial Incentive?

Answer: For every apprentice that progresses to the next level of their apprenticeship, employers can nominate up to five (5) journeypersons within the same workplace that helped train, mentor and support the progression of the apprentice.

To be eligible, journeypersons must:

- be Red Seal Endorsed and/or hold a Certificate of Qualification,
- have completed approved mentoring training,

- be actively engaged in the advancement/training of apprentices and nominated by their employer,
- be working for the same employer as the apprentice at the point of nomination, and
- be working and residing in Nova Scotia.

Note: Journeypersons who are also employers and are enrolled in the Apprenticeship START Program are not eligible for the journeyperson financial incentive. However, the employer/company owner can nominate other journeypersons within the same business for the incentive.

5) What does my employer need to do to submit my nomination to the Nova Scotia Apprenticeship Agency?

Answer: Employers who have active apprentices registered with the Nova Scotia Apprenticeship Agency will be contacted during the month of August each year with a list of their apprentices who progressed. Employers will be required to complete a nomination form to nominate up to five (5) journeypersons (per apprentice) who supported the apprentice's progression.

6) What personal information is required to receive the Journeyperson Financial Incentive payment?

Answer: To process a payment for the Journeyperson Financial Incentive program, the following information is required:

- a. first and last name
- b. trade
- c. email address
- d. phone number
- e. social insurance number
- f. certificate of qualification number
- g. complete mailing address where the payment should be sent

7) How much is the incentive?

Answer: The financial incentive is \$2500 and will be equally divided amongst eligible journeypersons nominated by the employer who supported the apprentice's progression. For example, if one journeyperson is nominated for one apprentice and meets all the eligibility

criteria, they will receive a payment of \$2500. If five (5) journeypersons are nominated for one apprentice and all are deemed eligible, each will receive a payment of \$500.

8) Why does the journeyperson have to take mentorship training to receive the incentive?

Answer: Mentoring training is a required component of the Journeyperson Financial Incentive. Training is being offered as a support to journeyperson mentors and will provide them with the basics of effective mentorship. Enhancing journeyperson's understanding of mentoring, will encourage more effective transfer of trade skills and knowledge to apprentices, while supporting their development and progression on the job.

9) What is an approved mentoring training course?

Answer: The Agency has partnered with SkillPlan to offer the *Introduction to Mentorship* course, an online training module of the Mentorship Matters suite of offerings.

10) Will I be required to pay for mentoring training?

Answer: Mentoring training will be made available free of charge to eligible journeypersons nominated by the employer who possess a valid Certificate of Qualification (CofQ) in a designated trade in Nova Scotia.

11) How will I access the mentoring training?

Answer: Eligible journeypersons will receive an enrollment email from SkillPlan with instructions on how to access the online course. The course can be accessed using Windows, Android or Mac operating systems and a Chrome, Safari, Edge or Firefox browser. It is also accessible from desktops, tablets and mobile devices.

12) How will the course be delivered?

Answer: The course will be delivered through virtual, self-directed learning, allowing journeypersons access 24/7. It will be made available in both English and French and will take

approximately 90-minutes to complete. An electronic completion certificate will be issued automatically.

13) Is there a deadline to complete the mentoring training?

Answer: Yes. Journeypersons will have two weeks to complete the mentoring training once you receive an enrolment email from SkillPlan. A reminder email will be sent from SkillPlan one-week and 2-days before the deadline.

14) What if I miss the deadline for completing the mentoring training?

Answer: Failure to complete the mentoring training within the allotted 2-week period, may result in you not receiving your financial incentive for the current training year.

15) If I completed a mentoring training course or program in the past, am I required to complete additional mentoring training to receive the incentive?

Answer: If you previously completed an approved mentoring training course or program, you could submit a copy of your completion certificate to the Nova Scotia Apprenticeship Agency to be considered for credit.

16) Can I receive the incentive for more than one apprentice?

Answer: Yes, if the employer nominates you for each apprentice.

17) Is there a deadline for my employer to apply and nominate me for the journeyperson financial incentive?

Answer: Yes. Employers must complete their nominations and submit them to the Nova Scotia Apprenticeship Agency by the deadline specified in the email correspondence they receive.

18) Who do I contact for more information?

Answer: For more information, contact the Nova Scotia Apprenticeship Agency:

✉ apprenticeship@novascotia.ca

☎ Halifax Office: (902) 424-5651

☎ Toll Free (NS): 1-800-494-5651

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