



**NSAA | NSCC**  
**STEWARDSHIP REPORT**  
2018-19 ACADEMIC YEAR

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## BACKGROUND

### STRATEGIC ALIGNMENT

Nova Scotia's apprenticeship system prepares people for jobs in the skilled trades. The Nova Scotia Apprenticeship Agency (NSAA), working with the Nova Scotia Community College (NSCC), is focusing on improving the number of apprenticeship opportunities in the province and helping apprentices complete their journey to certification.

Enhancing the relationship between the Agency and the College has been a focus of both entities. With the establishment of the new Nova Scotia Apprenticeship Agency in 2014, and changes to the *Apprenticeship and Trades Qualifications Act* and the *Community Colleges Act*, the concept of joint stewardship of the trades training system in Nova Scotia was initiated. Both institutions support stakeholder engagement in the apprenticeship process, the development of training programs that meet industry standards and match labour market needs and, ultimately, students progressing through the apprenticeship system from pre-apprenticeship to apprenticeship and certification.

To achieve these outcomes, the Agency and the College make joint decisions and recommendations to the Minister of Labour and Advanced Education (the Minister). This work allows for collaborative approaches to amend, develop, approve and evaluate pre-apprenticeship programs at the College, and customize delivery of pre-apprenticeship programming. The NSCC Vice-President, Academic is also named as a member of the Apprenticeship Board, as stated in the *Apprenticeship and Trades Qualifications Act*.

This report summarizes the initiatives during the 2018-2019 academic year, and fulfills Section 60A of the province's *Community Colleges Act*.

## OUTCOMES

### HIGHLIGHTS

#### Program Review Process

A significant concern of industry is the ability to participate strategically in Nova Scotia's trades training system that is, in large part, the joint responsibility of NSCC and the Agency. The program review process developed through the Joint Stewardship Initiative has been fine-tuned and continues to make available an avenue for industry to provide a clear voice for key trade program decisions. This year, eight pre-apprenticeship programs related to six trades were reviewed, consensus to improve program quality achieved and recommendation for changes were accepted by the Agency Board and the College's Programs Committee.

#### Survey of Employer and Apprentice Satisfaction

Every two years, the Agency seeks to understand the experience employers and apprentices are having with the Agency, workplace training, technical training and the system in general. In 2018, the third of such a survey was conducted. The Joint Stewardship Team reviewed the results concerning technical training, including such topics as on-line delivery, accessibility, relevancy and quality of instruction. In the survey, 82% of apprentices were satisfied with the quality of the instruction they received and 72% of apprentices were satisfied with technical training, among other results. The team reviewed the results and incorporated actions to improve the training experience as part of a new Training Quality Standards Framework.

#### Summer Camps

Building on the success of last year's Mind Over Metal Camp, the Agency, College, Mi'kmaw Kina'matnewey, and Mi'kmaw Native Friendship Centre partnered to offer three camps across Nova Scotia. The camps were open to children ages 12-15 and incorporated a cultural element to help connect the apprenticeship method of learning to ways of knowing and doing in the Mi'kmaq Community. One camp took place at the NSCC Strait Area Campus, a second camp took place at the NSCC Burrigade Campus and the third camp took place at the NSCC Akerley Campus. Minister Kousoulis and MP Darren Fisher visited the Dartmouth camp and talked with the young campers on hand.

## Pathways to Shipbuilding

This program model has proven successful in attracting diverse apprentices into the Irving Shipbuilding workforce. It is partnership-driven with the East Preston Empowerment Academy serving as the community partner. NSCC, Irving Shipbuilding, NSAA and Skills and Learning with Labour and Advanced Education are jointly responsible for making the program happen. Following on the heels of cohort groups of women and Indigenous Peoples, a new cohort of African Nova Scotians was initiated. 100 percent or 20 students of the current cohort successfully completed their first year of the Metal Fabrication program at NSCC and 19 are completing their work terms at the Shipyard.



## Black Business Initiative – Culinary Program

18 individuals – 9 African Nova Scotian males and 9 African Nova Scotian females participated in an enhanced direct entry program for the Cook trade. The program started with a module on employability skills and then moved participants directly into the kitchen for trade specific learning and skills development. A job fair style meeting was arranged to connect employers looking for new entrants into the Cook trade with the program participants and provide one-on-one advice to the participants. Currently, 11 participants are continuing in an apprenticeship in the Cook trade.



## COMMITTEE ACTIVITIES AND RESULTS

### THE JOINT STEWARDSHIP INITIATIVE (JSI) LEADERSHIP TEAM

The Joint Stewardship Team met five times this year and focused on strategic collaboration of our shared outcomes. There were two facilitated sessions in which the leadership team identified areas where collaboration would improve outcomes in the core priority areas: diversity and inclusion, industry engagement, and strategic marketing. The Leadership Team reviewed its committee structure, renewed terms of reference for each committee and provided guidance to the priorities that the committees were asked to undertake. This team is co-led by the Vice-President Academic, NSCC and the CEO, NSAA and includes leaders from both organizations.



Marjorie Davison, CEO



Anna Burke, Vice-President  
Academic



## JOINT TRADE ADVISORY COORDINATING COMMITTEE (J-TACC)

The J-TACC is responsible to review the functions of Trade Advisory Committees and identify methods to engage the trades industry to ensure industry input and advice into skilled trades programming, and provide advice and recommendations to the NSCC and NSAA regarding activities of the TAC’s mandate:

NSCC	NSAA
Dean, School of Trades and Transportation Manager, School of Trades and Transportation	Director, Partnership and Innovation Director, Standards and Examinations

In 2018-19, the J-TACC Committee:

- Oversaw the completion of six- eight program reviews, affecting six different trades;
- Facilitated intensive engagement with the machinist industry; and
- Managed the work and outputs of 14 Trade Advisory Committees and 6 Atlantic Trade Advisory Committees, all in trades with shared mandate between NSCC and NSAA.

## Program Review

Building on the strong foundation and the processes developed in 2017–18, eight program reviews as cited above were completed during the 2018–19 academic year. In addition to the core J-TACC team, Curriculum Consultants from NSCC and Education Consultants from NSAA were brought in to facilitate industry discussions and decision points.

NSCC	NSAA
Dean, School of Trades and Transportation Manager, School of Trades and Transportation Curriculum Consultants	Director, Partnership and Innovation Director, Standards and Examinations Education Consultants

## Program Review Process Results

Trade	Pre-apprenticeship Program	TAC		Completed
Construction/ Electrician	<ul style="list-style-type: none"> <li>• Electrical Construction and Industrial/ Certificate &amp; Diploma</li> <li>• Electrical Technician Diploma</li> </ul>	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	December 2018
Cook	<ul style="list-style-type: none"> <li>• Cooking Certificate</li> <li>• Culinary Arts Diploma</li> </ul>	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	December 2018
Heavy Duty Equipment Technician	<ul style="list-style-type: none"> <li>• Heavy Duty Equipment/ Truck &amp; Transport Repair Certificate &amp; Diploma</li> <li>• Diesel Repair – Industrial and Marine Certificate</li> </ul>	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	December 2018
Industrial/ Electrician	<ul style="list-style-type: none"> <li>• Electrical Construction and Industrial Certificate &amp; Diploma</li> <li>• Electrical Technician Diploma</li> <li>• Electro Mechanical Technician Diploma</li> </ul>	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	December 2018
Plumber	<ul style="list-style-type: none"> <li>• Pipe Trades Diploma</li> <li>• Plumbing Certificate</li> <li>• Steamfitting/Pipefitting Certificate</li> </ul>	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	December 2018
Steamfitter/ Pipefitter	<ul style="list-style-type: none"> <li>• Pipe Trades Diploma</li> <li>• Plumbing Certificate</li> <li>• Steamfitting/Pipefitting Certificate</li> </ul>	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	December 2018
Truck & Transport Mechanic	<ul style="list-style-type: none"> <li>• Diesel Repair – Industrial and Marine Certificate</li> <li>• Heavy Duty Equipment   Truck and Transport Repair Certificate &amp; Diploma</li> </ul>	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	December 2018



In addition to completing those reviews, several new reviews are expected to be completed by end of 2019. We expect an additional 17 programs will be reviewed in 2020.

Note: Heavy Duty Equipment Technician and Truck and Transport Mechanic were initially completed by December 2018 as indicated in the chart above; however, a change in the Atlantic Harmonized Apprenticeship Curriculum prompted further review and recommendations.

Trade	Pre-apprenticeship Program	TAC		Anticipated Completion
Bricklayer	• Bricklaying Masonry Certificate of Accomplishment	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	December 2019
Heavy Duty Equipment Technician	• Heavy Duty Equipment/Truck & Transport Repair Certificate & Diploma • Diesel Repair – Industrial and Marine Certificate	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	December 2019
Sheet Metal Worker	• Sheet Metal Worker Certificate of Accomplishment	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>	December 2019
Truck & Transport Mechanic	• Diesel Repair – Industrial and Marine Certificate • Heavy Duty Equipment   Truck and Transport Repair Certificate & Diploma	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	December 2019

## Industry Engagement (Machinist)

NSAA and NSCC continue to engage employers in the machinist trade, as well as organizations and associations in the industrial/manufacturing sector, regarding recruitment, retention and completion in the sector. Following the focus groups and employer meetings, NSAA and NSCC representatives met with Education and Early Childhood Development (EECD) staff to develop a draft action plan based on industry discussions. The plan was the focus of an industry meeting on May 9, 2019. This involved representatives from four machine shops, a representative from the Canadian Manufacturers and Exporters and the Excellence in Manufacturing Consortium.

NSCC	NSAA
Dean, Trades and Transportation Two Academic Chairs, School of Trades and Transportation Manager, School of Trades and Transportation Curriculum Consultants	Chief Executive Officer Chief Operating Officer Director, Partnership and Innovation Director, Standards and Examinations Youth Outreach Coordinator

Each organization presented potential action that they could lead for discussion. Key actions resulting from the discussion:

- Increase youth attraction and awareness
- Explore an enhanced direct-entry apprenticeship for the Machinist Trade
- Conduct a Pre-apprenticeship Program Review through a Trade Advisory Committee
- Market the trade at the National Skills Competition in May 2019

## Trade Advisory Committees (TAC)

In addition to collaboratively working on the program review list, the College and the Agency are collaborating on training development for the newly designated Elevating Device Mechanic Trade and the Mine Electrician. This work will continue into the next academic year. Description of the work carried out by the Atlantic Trade Advisory Committees (ATACs) is found in the Harmonization section of this report.

## TECHNICAL TRAINING COMMITTEE (TTC)

NSCC	NSAA
Manager, School of Trades and Transportation	Chief Operationing Officer
Curriculum Consultant	Registrar
Instructional Designer	Manager, Program Standards
Manager of Educational Technology	Manager, Programs
Online Student Support Specialist	Manager, Women in Trades
Apprenticeship Coordinator	Education Consultant

### Technical Training

The Technical Training Committee focused on:

- Creating a more supportive and inclusive learning environment
- Delivery of new programming as a result of regional and national harmonization of apprenticeship technical training
- Exploring a long-term strategy for delivery of technical training

A highlight of the year was a joint professional development day with NSAA staff and NSCC apprenticeship faculty. The PD session featured **Dr. Lisa Borden**, mathematics professor at St. FX University. She shared her experience teaching in a First Nations community and what she learnt about framing her lessons in ways that drew upon Mi'kmaq language and culture. The event also focused on understanding the construction of Red Seal test questions, experiences with the trade development and positive networking.

## Apprenticeship Technical Training

One of the primary responsibilities of the Technical Training Committee is the development of the annual training schedule. With input from staff of both organizations, industry and apprentices, a draft schedule is produced annually. This schedule is validated with partners and published in April.

Campus	Weeks of Training	# of Apprentices	Campus	Weeks of Training	# of Apprentices
Akerley	584	992	Institute of Technology	200	381
Burridge	40	53	Ivany	174	301
Cumberland	7	5	Kingstec	37	43
Aviation Institute	22	27	Marconi	158	203
Wagmatcook Learning Centre	21	13	Pictou	93	94
			Strait Area	5	8
			eCampus		390
Total Weeks Training				1380	
Total Apprentices Attending Training					2559



## THE DIVERSITY AND INCLUSION COMMITTEE (DIC)

The joint NSAA/NSCC Diversity and Inclusion Committee was re-established this year under a new Terms of Reference. The mandate focuses on developing strategies and activities to promote, support and foster diversity, equity and inclusion within the pre-apprenticeship and trades qualifications system where NSAA and NSCC have joint stewardship. This includes pre-apprenticeship, apprenticeship technical training, gap training, post-journey training, and special initiatives, including those with external partners.

The committee formed under the NSAA-NSCC Joint Stewardship Initiative, acts as an advisory body to the Joint Stewardship Leadership Team on matters pertaining to inclusion. The committee consists of 13 members:

NSCC	NSAA
Director, Office of Diversity and Inclusion	Chief Diversity Officer
Sr. Advisor, Mi'Kmaq and Indigenous Initiatives	Director, Partnership and Innovation
Campus Principal	Manager, Programs
Manager, Student Services	Manager of Youth and Equity
Manager, School of Trades and Transportation	Manager, Women in Trades
Academic Chair, School of Trades and Transportation	Industry Training Consultant
School of Trades and Transportation, Faculty Member	

The committee met regularly throughout the year. Their work included a full day planning meeting at the Black Cultural Centre in July where members identified four priority areas. These are cultural change, equitable representation, partnerships, teaching and learning. The committee's next step is to draft its work plan for review by the Joint Stewardship Leadership Team.

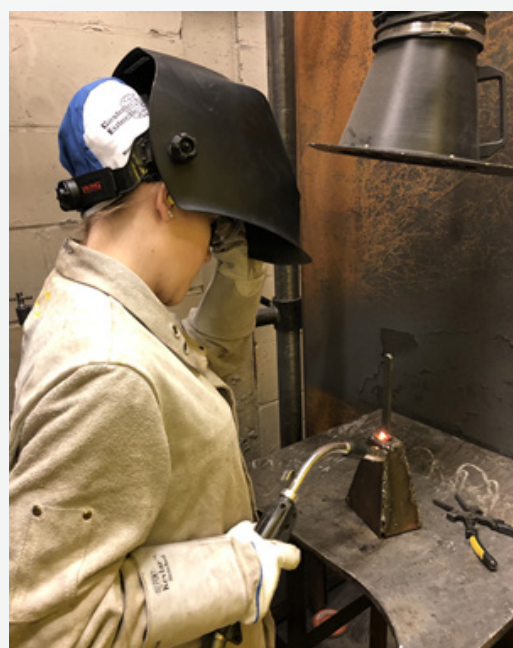


## Summer Camps

The NSAA and NSCC, in partnership with Mi'kmaq Kina'manewey (MK) and the Mi'kmaq Native Friendship Centre, coordinated and delivered three Aboriginal Youth Welder Camps in August. MK camps took place at NSCC's Burrridge Campus (Yarmouth) and Strait Area Campus (Port Hawkesbury), while the centre, along with the YMCA, hosted a camp at their site and NSCC's Akerley Campus.

The four-day camps aimed to engage youth with hands-on, interactive activities led by certified welders. An introduction to the basic skills in welding were gained through four projects: a cow bell, dog tags, decorative paper weights, and a traditional eel spear.

The MK camp in Yarmouth was led by NSCC faculty and was fortunate to have an Indigenous female welder apprentice and a second year welding student volunteer their time during the camp. The welding camp at the Strait Area Campus, for the second time, had the honour of being assisted by two welding professionals who are a father and son. The camp at the Akerley Campus included both Indigenous and African Nova Scotian youth and was led by both male and female instructors. There were 34 participants in total. Lessons also included detailed safety orientations. The youth especially embraced the history connecting the tools to Mi'kmaq traditions. Although not quite reaching the 50% mark, this year's summer camp did see an increase in the number of female youths participating in the uniquely Nova Scotian skilled trades initiative. Burrridge and Strait camps both had 3 females and 8 males, while the Akerley camp consisted of 8 females and 4 males. Conversations are already underway to look at additional trades to build camps for 2020.



## MARKETING AND CO-BRANDING COMMITTEE (MCC)

NSCC	NSAA
Dean, School of Trades and Transportation	Director, Partnership & Innovation
Manager, School of Trades and Transportation	Manager, Industry Relations
Manager, Student Engagement & Awards	Manager, Programs
Manager of Brand & Advertising	Two Communications Nova Scotia Staff, CNS

The Joint Marketing and Co-Branding Committee aims to communicate a united message to students in trades programs that pre-apprenticeship is the beginning of the apprenticeship journey. While a College certificate or diploma recognizes a student's learning, it is a milestone in the journey yet to be completed.

One of the ways the committee is addressing this issue is through the development of a marketing and communications plan that identified key audiences and key messages. The key audiences included: Students, NSCC Instructors, NSCC Recruitment & Advisors, and NSAA Staff. The key messages varied according to the audience and the context. The committee developed a sell sheet – a handout detailing options and pathways for apprenticeship training – and five 11 x 17 posters featuring a variety of tradespersons and four steps to becoming an apprentice.

The materials were approved by the Joint Stewardship Leadership Team and distributed to NSCC campuses. The NSAA and NSCC are continuing to develop more material, as well as engaging to develop and provide similar materials to students in the public-school system.

Another annual activity of the committee is NSAA's participation in NSCC's annual Open House in October. NSAA staff across the province use the opportunity to speak to prospective students and their parents about the apprenticeship pathway associated with choosing a College trades program.



# LABOUR MARKET INFORMATION (LMI)

NSCC	NSAA
Dean, Trades and Transportation Manager, School of Trades and Transportation	Director, Standards and Examinations
Project Coordinator, FIATT	Labour Market Analyst
Manager, Institutional Research	Labour Market Analyst, LAE
Curriculum Consultant	

The LMI Committee started its work a couple of years ago through a pilot in the Construction Electrician Trade. Data for students, apprentices and journeypersons over a five-year time period was pulled from the respective systems and analyzed. This provided many insights including which elements are best to collect in order to understand the trajectory most apprentices take when completing their trades training. For example, data that shows progress – such as the date an apprentice completed each level, the credit they received for pre-apprenticeship training and progress at the time of cancellation – helps identify where more support is needed.

Additional information, including what was gathered through the CanTraQ system (operated by Prism Economics), was identified and added to support industry decision-making. This work created a model for data collection and analysis now used to support industry subject matter experts when discussing trade participation issues – whether in trade advisory committees or less formal groups.

# INDUSTRY STANDARDS AND HARMONIZATION

## Atlantic Apprenticeship Harmonization

Nova Scotia continues to be an active participant in the Atlantic Apprenticeship Harmonization Project (AAHP). Under the AAHP, the Apprenticeship Board recruits and appoints members representing Nova Scotia to Atlantic Trade Advisory Committees (ATACs). ATAC membership consists of one employer, one employee and one training provider representative from each Atlantic jurisdiction. ATACs support the development of Atlantic curriculum standards, apprentice logbooks and exam banks for their respective trades.

The Agency process for recruiting ATAC members involves contacting stakeholders within the specific trade to gauge their interest in participating. The Agency then advertises for ATAC employer/employee participants and screens applicants. Where applicable, the Agency defers the selection of the training representative to the College. All ATAC candidates are approved by the Apprenticeship Board.

During Phase 2 of the Atlantic project, the following ATACs were established and have convened:

- Automotive Service Technician (AST)
- Boilermaker
- Heavy Duty Equipment Technician (HDET)
- Industrial Mechanic (Millwright)
- Sprinkler Fitter
- Truck and Transport Mechanic (TTM)

Through a series of workshops, the ATACs supported the initial development of the harmonized curriculum standards, logbooks and exam banks. Implementation of the new harmonized Level-1 training for AST, Millwright and Sprinkler Fitter will begin in the 2019-2020 training year. Boilermaker, HDET and TTM will begin in the following year. Additional provincial workshops/meetings took place during the year to review and finalize exam banks developed by the ATACs.

During the 2018-19 training year, The NSAA and NSCC also continued to work collaboratively to implement the new harmonized curriculum training and exams for the trades harmonized in Phase 1:

- Carpenter (Level 3)
- Construction Electrician (Level 2)
- Industrial Electrician (Level 2)
- Instrumentation & Control Technician (Level 2)
- Metal Fabricator Fitter (Level 3)
- Plumber (Level 2)
- Steamfitter/Pipefitter – (Level 2)
- Welder (Level 3)

## Canadian Council of Directors of Apprenticeship (CCDA) Harmonization

Nova Scotia is an active participant in the Canadian Council of Directors of Apprenticeship (CCDA) Harmonization Initiative. The goal of this project is to substantively align apprenticeship training and certification requirements for Red Seal trades in all provinces and territories across Canada.

Priorities for harmonization include trade name, total hours, number of training levels and curriculum sequencing. In collaboration with the provinces and territories, the CCDA has assigned each trade selected for harmonization to one of six phases. Phases 1 to 5 of the project are complete and implementation timelines have been identified. During the year, NSCC staff provided input into the curriculum sequencing of Phase 5 trades, including Cook, Powerline Technician, and Auto Body and Collision Technician. Work on Phase 6 trades will begin in fall/winter 2019.

The NSAA and NSCC will continue to work together and participate in webinars and discussions with apprenticeship stakeholders across the country. They will also continue to collaborate and update training to meet CCDA recommendations for curriculum sequencing in harmonized trades that have apprenticeship training components. NSCC pre-apprenticeship programs will also need to reflect the harmonization standards.



## Transfer Credit

In adherence with an approved transfer credit agreement with the College, the Agency awards NSCC graduates with credits toward apprenticeship when they successfully complete relevant pre-apprenticeship programs. Programs are reviewed against the industry standard annually, and credits are currently available in 35 NSCC pre-apprenticeship programs.

## ONGOING COLLABORATION

### ATLANTIC TRADES BUSINESS SEAL (ATBS)



The Atlantic Trades Business Seal Program is a continuing education program for Atlantic journeypersons to advance their business and leadership skills and to gain regional career mobility. The seal prepares journeypersons to take over a managerial role at their company or to start their own business. Existing business owners help them develop the skills needed to take their business to the next level. For the first time, two offerings of the ATBS program are included in the NSAA Training Schedule to be delivered at NSCC's Marconi and Ivany Campuses. The Agency and College will continue to work together to promote the value of the ATBS as an integral part of the continuum of trades training.

## TRAINING QUALITY STANDARDS FRAMEWORK

NSAA and NSCC partner to deliver apprenticeship training for most of the Agency's designated trades. Both organizations have standards, processes, documentation and key performance indicators in place to facilitate the delivery of quality apprenticeship training. However, how the two organizations develop and deliver quality training and measure the performance of that development and delivery needs to be held in one location.

Over the past year, the team designed and approved the Training Quality Standards Framework. The purpose of the framework is to strengthen technical training, ensure that apprenticeship training programs are adequately resourced and based on industry standards, are inclusive and accessible for all clients, and evaluated for continuous improvement.



The guiding principles of the framework include collaboration, transparent communication, diversity and inclusion, flexibility and responsiveness. The Framework is summarized in the diagram below:



Don Bureaux, President NSCC

Marjorie Davison, CEO NSAA

