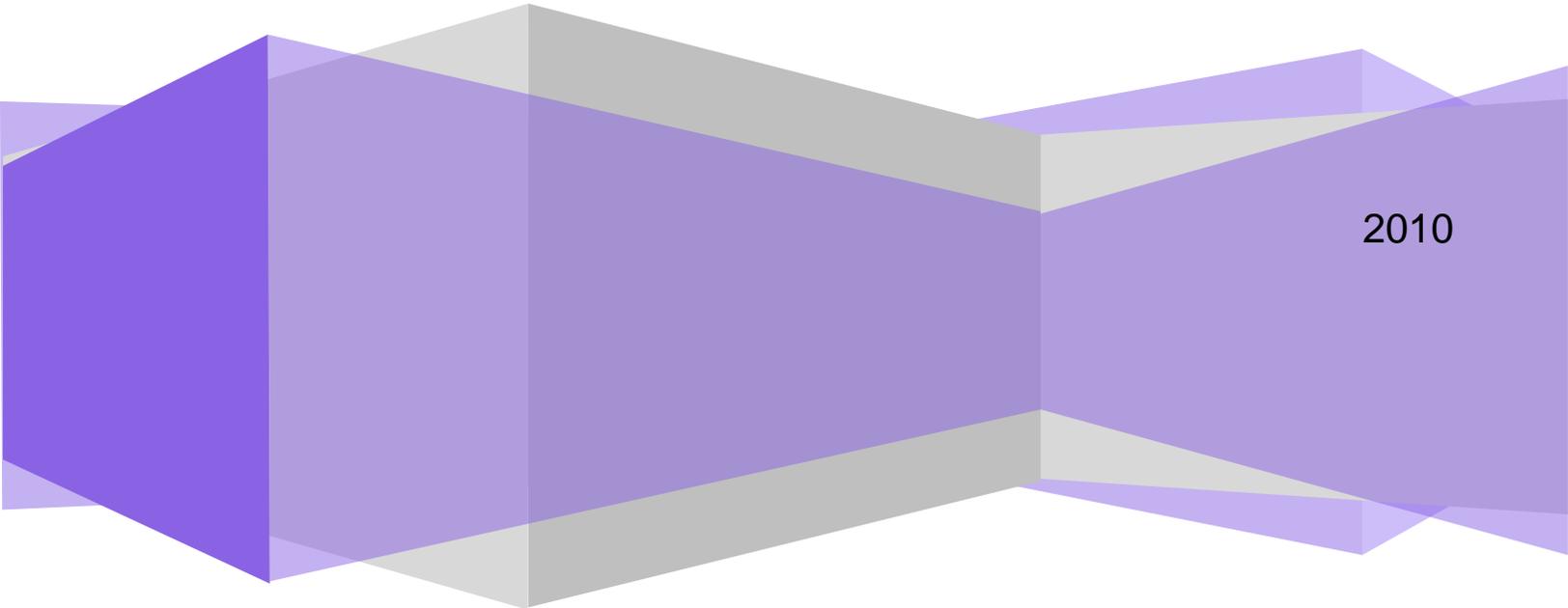


Labour Market

Framework Strategies

Comprehensive Skills and Trades Training Strategy Action Plan



2010

Comprehensive Skills and Trades Training Strategy Action Plan

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Comprehensive Skills and Trades Training Strategy Action Plan

Comprehensive Skills and Trades Training Strategy Working Group

The Comprehensive Skills and Trades Training Strategy Working Group formed in early 2009 after an open invitation was announced to participate on the working group at the 2008 Labour Market Symposium. The working group consisted of representatives from business, non-government organizations, educational providers, federal and territorial governments, and Council of Yukon First Nations staff.

For various reasons some representatives were not able to maintain their participation in the working group throughout the development of the strategy and action plan, but their contribution to the development of the strategy and action plan was essential.

The following organizations have agreed to the Comprehensive Skills and Trades Training Strategy:

Stakeholder Signatories	
Association franco-yukonnaise	Volunteer Bénévoles Yukon
Association of Yukon Communities	Whitehorse Chamber of Commerce
Canada School Public Service	Yukon Anti-Poverty Coalition
Canadian Federation of Independent Business	Yukon College
Canadian Northern Economic Development Agency (CanNor)	Yukon Federation of Labour
Challenge	Yukon government
Creative Hair Design	Yukon Learn
Employment Central	Yukon Literacy Coalition
Learning Disabilities Association of Yukon	Yukon Mine Training Association
Service Canada	Yukon Tourism Education Council
Skills Canada	Yukon Women in Trades
Training Policy Committee	

Comprehensive Skills and Trades Training Strategy Action Plan

Introduction

The Comprehensive Skills and Trades Training Strategy Action Plan describes the actions and results expected by the implementation of the Comprehensive Skills and Trades Training Strategy.

Yukon labour market stakeholders have combined their efforts to develop the Comprehensive Skills and Trades Training Strategy (CSTTS). The Strategy will ensure Yukon has an inclusive and adaptable labour market that meets the demand of a strong, diversified economy for the next 10 years. The goals of the Comprehensive Skills and Trades Training Strategy are:

- 1) Ensure training opportunities are available for all Yukon people to adapt effectively and efficiently to changing skills, knowledge, and abilities.
- 2) Facilitate and improve learning and employment transitions.

The strategic actions and activities identified in the Action Plan depict the route by which the Comprehensive Skills and Trades Training Strategy will be implemented. While the strategy will serve as a 10 year guide for training initiatives in the territory, the Action Plan will be implemented over the next one to three years and revised in accordance with changes in the labour market. The Action Plan is a living document that is subject to short-term changes based on labour market needs. Such timelines for the Comprehensive Skills and Trades Training Strategy and Action Plan are designed to ensure Yukon's long term vision is supported by an adaptable and meaningful method of implementation.

The strategic actions identified in this document provide an outline for how the Comprehensive Skills and Trades Training Strategy will be implemented. Implementation of strategic actions will be immediate and ongoing. Monitoring and evaluation will take place during the implementation of the Strategy with the intent to make adjustments according to changes in the labour market and measure success.

Action Plan Overview

Section 1 of the Comprehensive Skills and Trades Training Strategy Action Plan explains the process by which the plan was developed.

To provide a context for the new initiatives, section 2 provides a brief overview of current training programs and services, and explains how the new initiatives proposed under the Action Plan will respond to current and emerging labour market needs and challenges.

Section 3 describes how performance will be measured, including a short explanation of the logic model as well as monitoring and evaluation processes.

The remaining part of the Strategy Action Plan, and what constitutes the considerable body of the document, details the Comprehensive skills and Trades Training Strategy goal and objectives and includes tables detailing new actions, monitoring methods and evaluation parameters. A list of commonly used acronyms that appear in the Comprehensive Skills and Trades Training Strategy Action Plan is attached as [Appendix 1](#).

Comprehensive Skills and Trades Training Strategy Action Plan

1. Development of the Action Plan

The Comprehensive Skills and Trades Training Strategy Action Plan was developed by the Comprehensive Skills and Trades Training Strategy (CSTTS) Working Group between 2009 and 2010. This group includes stakeholders, representing business and industry sectors, education providers, Federal and Yukon governments, non-profit organizations and Council of Yukon First Nations staff. The CSTTS Working Group also developed the Comprehensive Skills and Trades Training Strategy.

In the course of developing both documents, all decisions made during the strategic planning stage were made by consensus. After the Working Group reached agreement on the Action Plan, all participating stakeholders were invited to submit specific projects and activities that would support implementation of the Comprehensive Skills and Trades Training Strategy.

Some of the projects and activities submitted by the stakeholders already had financial support or identified potential funding sources. Proposals were submitted to Yukon government for activities requiring funding. The Working Group reviewed all projects and activities requiring funding and, based on the goals and objectives of the Comprehensive Skills and Trades Training Strategy, created a list of priorities. All proposed activities were then reviewed by the Advanced Education Branch. The recommendations made by the CSTTS Working Group, the mandate of the Advanced Education Branch and the availability of financial resources were considered in determining which activities would receive Advanced Education Branch funding.

The Action Plan list of new priority projects and activities are both short and long-term and represent a multi-faceted, interdisciplinary approach to meeting Yukon's training needs. The Action Plan is for all participating stakeholders in Yukon: different stakeholders will take responsibility for implementing projects and activities within the Action Plan. The stakeholders who will take responsibility for implementing projects and activities are listed under each objective described later in the Action Plan.

2. Action: The Way Forward

Many training services and programs are already offered to Yukoners interested in adult education. An extensive list of examples of existing training programs and services is in [Appendix 2](#). For example, the development of the Training Strategy in 1998 led to the creation of the Community Training Fund. With \$1.5 million per year, the fund is now supporting seven community training funds, four industry specific funds and multiple training projects. Regional and sectoral committees of stakeholders are responsible for identifying the labour market needs of their community or sectors and allocating the funds for the implementation of training programs and activities. A list of initiatives supported by the Community Training Fund is in [Appendix 3](#). There is also the Labour Market Development Agreement (LMDA) between the Government of Canada and the Government of the Yukon, which was signed in February 2010. This agreement enables the Yukon government to design and implement skills and employment programs. A list of areas funded by the Labour Market Development Agreement is in [Appendix 4](#).

Skills enhancement plays an important role in improving productivity of the labour force, maintaining the competitiveness of the Yukon economy in the face of globalization and ensuring efficient adoption of innovative and technological advancements. The new

Comprehensive Skills and Trades Training Strategy Action Plan

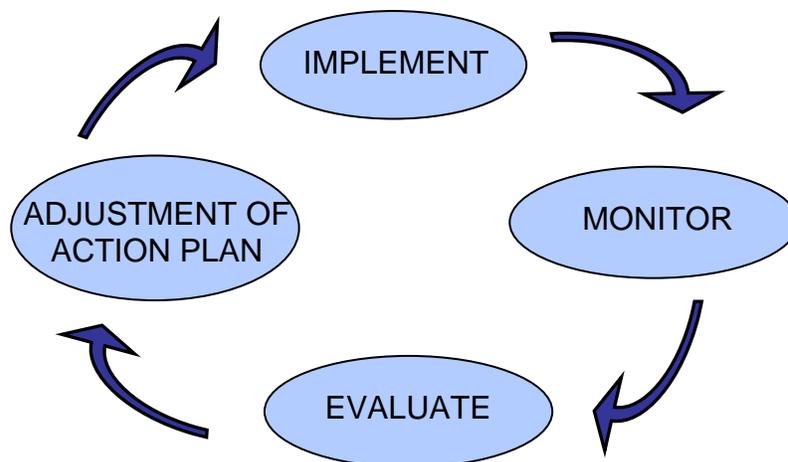
initiatives proposed under the Comprehensive Skills and Trades Training Strategy Action Plan will respond to current and emerging labour market needs and challenges by working in concert with programs and services currently in place.

And while the focus of the Comprehensive Skills and Trades Training Strategy Action Plan is to move forward in meeting labour market needs, the document also serves another equally important function. In order to properly monitor and evaluate new programs and services, Yukon must establish a baseline of labour market information. Creating this baseline will allow the Yukon government to measure the success of the implementation, and adjust the Strategy Action Plan as needed to best serve current labour market needs. As such, projections are included for 2013, based on the best information available at the time of print, recognizing that projects will continue to be added implemented.

3. Performance Measurement

Measuring performance will assess the effectiveness and efficiency of the implementation of the Strategy Action Plan and provide direction to adjust implementation mechanisms as needed. The principal function of the performance measurement process is to provide ongoing, accurate data on indicators for the purpose of assessing results. Performance measurement will take into account the cyclical process of implementation, monitoring and evaluation, constantly contributing to the improvement of training programs and services.

Performance Measurement Process



The new Comprehensive Skills and Trades Training Stakeholders Committee (CSTTSC) will assist with the monitoring and evaluation of the Comprehensive Skills and Trades Training Strategy Action Plan implementation. This new Committee will include (but not be limited to) members from the CSTTS Working Group which developed the Comprehensive Skills and Trades Training Strategy and Action Plan. As part of the performance measurement process, the Action Plan will be reviewed regularly by the Committee, as guided by the committee's Terms of Reference.

Comprehensive Skills and Trades Training Strategy Action Plan

Logic Model Approach

A logic model supported the development of the Comprehensive Skills and Trades Training Strategy Action Plan and will serve as a guiding tool for implementation and evaluation. The logic model is an effective instrument that enables an exhaustive examination of all factors setting the stage for implementation of the strategy. For example, it outlines the causal links between a strategy's goals, objectives, resources, actions and results. The logic model includes indicators for success, methods of data collection, means of verification for the indicators and the key assumptions for the success of the strategy. This information is all captured in a one page summary. The Comprehensive Skills and Trades Training Strategy logic model will be finalized upon completion of the evaluation plan.

Monitoring and Measuring outputs and outcomes

Through monitoring, the Comprehensive Skills and Trades Training Stakeholders Committee will be kept informed about the progress and achievement of strategic action implementation. Monitoring will entail collecting information and data based on the requirements of the logic model. The monitoring will take place on an ongoing basis and will be done by Yukon government staff in partnership with the Comprehensive Skills and Trades Training Stakeholders Committee.

Monitoring will provide the information required to measure logic model outputs and outcomes of the Strategy process. The outputs are the products and services that result from the implementation of the actions as outlined in the Action Plan. The outcomes are changes resulting from the implementation of an action outlined in the Action Plan. Achieving the desired outputs and outcomes will indicate the successful implementation of the Comprehensive Skills and Trades Training Strategy.

In order to measure the outputs and outcomes of the Action Plan, indicators have been identified. Indicators are quantitative or qualitative factors or variables that provide a simple and reliable means to measure achievement or changes generated by the implementation of the actions.

Evaluation

Evaluation involves a methodical assessment of the implementation and results of the Action Plan after a long period of implementation (i.e. between 3-10 years). This evaluation will examine to what extent goals and objectives have been fulfilled as well as the efficiency, effectiveness, impact and sustainability of the Comprehensive Skills and Trades Training Strategy Action Plan over the long term.

Comprehensive Skills and Trades Training Strategy Action Plan

Guiding Implementation

In the following pages, the Comprehensive Skills and Trades Training Strategy Action Plan is organized as follows: first, the strategic goal is articulated in relation to its rationale and supporting objectives. Second, supporting objectives are presented with their related actions steps, existing programs and services, resources required, new actions to be implemented and a methodology for monitoring and evaluation. It is worth noting that some new actions outlined under each objective serve more than one objective. As of the printing of this Action Plan, some actions have already been implemented; this is the result of not wanting to delay the implementation of important actions while this Action Plan was being finalized.

Strategic Goal 1.0

Ensure training opportunities are available for all Yukon people to adapt effectively and efficiently to changing skills, knowledge and abilities.

The labour market constantly evolves depending on factors such as business cycles, technological advances, globalisation of competition and demographic changes in the workforce. A qualified workforce is essential to businesses, industries and other employers in order to be nationally and internationally competitive in the face of globalisation. Yukoners of working-age, including under-represented groups of the workforce and those living in remote areas, should possess the skills, knowledge and abilities sought by employers to fully participate in the labour market and succeed in the economy.

The following objectives support the implementation of the strategic goal

- 1.1 Develop an integrated results-based training system.
- 1.2 Improve essential skills and trades training programs.
- 1.3 Improve both the provision and delivery methods of training programs in the communities.
- 1.4 Support employers and self-employed individuals to access training programs.
- 1.5 Foster employer investment in workplace learning.

Comprehensive Skills and Trades Training Strategy Action Plan

Objective 1.1

Develop an integrated results-based training system.

An integrated results-based system is a powerful management tool that will enable Yukon government to monitor progress and demonstrate the impact of the CSTT Strategy and Action Plan. The development of such a system will ensure efficient monitoring and evaluation of the training services and programs implemented. The system will also address the accountability concerns of Yukoners, provide information to public managers on progress toward achieving stated goals, objectives and targets, and provide support for any adjustments to programs and services.

Action Steps

- 1.1.1 Implement an effective system of case management and monitoring.
- 1.1.2 Create a multi-stakeholders committee which will play a coordination role in implementing, monitoring, and evaluating the Comprehensive Skills and Trades Training Strategy and Action Plan.
- 1.1.3 Complete a Needs Assessment determining the range of employment services available in Yukon and services needed by Yukoners.

Supporting Existing Programs and Services

Yukon government monitors most of the initiatives for which funding is provided. The implementation of a case management system, which is client centered, will improve the system already in place.

Resources

RESPONSIBLE STAKEHOLDERS

- Comprehensive Skills and Trades Training Stakeholders Committee (CSTTSC)
- Department of Education/Advanced Education Branch
- Training Providers

FUNDING

- Advanced Education

New Actions

Action 1.1.1 Implement an effective system of case management and monitoring.		
<p>Case management is a collaborative process of assessment, planning, facilitation and advocacy for options and services to meet clients' needs. Case management can be applied to clients participating in training initiatives. A case management system will be implemented for individuals participating in a training program funded by Yukon government, such as the Community Training Fund. Case management is a well defined process that consists of: 1) assessing client circumstances, 2) planning activities, and 3) following-up.</p>		
Stakeholders	Resources	Timeline
Department of Education/ Advanced Education Branch (principal) Organizations delivering training programs funded or not by Advanced Education	Advanced Education Staff	2010 - 2013

Comprehensive Skills and Trades Training Strategy Action Plan

Action 1.1.2	Create a multi-stakeholders committee which will play a coordination role in implementing, monitoring, and evaluating the Comprehensive Skills and Trades Training Strategy and Action Plan.	
<p>The Comprehensive Skills and Trades Training Strategy Stakeholders Committee will support the implementation of the Strategy, including problem-solving implementation issues as they may arise. The committee will also monitor and evaluate progress of the implementation of the Action Plan and recommend new strategic actions for the Action Plan to the Advanced Education Branch/ Yukon government. The committee will also play a role in recommending training priorities for the Community Training Fund (CTF) to the Advanced Education Branch, Yukon government.</p>		
Stakeholders	Resources	Timeline
Department of Education/ Advanced Education Branch (principal) All participating organizations/businesses	Advanced Education Staff	2010 - Ongoing

Action 1.1.3	Complete a Needs Assessment determining the range of employment services available in Yukon and services needed by Yukoners.	
<p>Advanced Education will hire a consultant to perform a thorough review of the training initiatives and programs available in Yukon. The Needs Assessment will summarize adult-based training initiatives, employment readiness and professional development opportunities in Yukon since 2009, determining training needs of Yukoners and employers and formulate recommendations.</p>		
Stakeholders	Resources	Timeline
Department of Education/ Advanced Education Branch (principal) Consultant	Advanced Education	2010

Comprehensive Skills and Trades Training Strategy Action Plan

Monitoring Actions

Strategic Action	Outcomes	Indicators	Current Situation	2013 Projection
1.1.1 Implement an effective system of case management and monitoring.	Case management system in place	<p># of case files in system</p> <p>% of training programs monitored</p> <p>Case manager reports, including training programs outcomes and client (learners & employers) satisfaction</p>	N/A	<p>100% of clients participating in a training program funded by Advanced Education Branch are case managed</p> <p>Increased in employer and client satisfaction</p>
1.1.2 Create a multi-stakeholders committee which will play a coordination role in implementing, monitoring, and evaluating the Comprehensive Skills and Trades Training Strategy and Action Plan.	<p>Comprehensive Skills and Trades Training Stakeholders Committee created</p> <p>Support the implementation of the CSTTS, including problem-solving implementation issues as they may arise</p> <p>Monitoring and evaluating progress of the implementation of the CSTTS Action Plan</p> <p>Recommendations for new strategic actions for the CSTTS Action Plan to the Advanced Education Branch/ Yukon government</p> <p>Recommendations for training priorities for the Community Training Fund (CTF) to the Advanced Education Branch, Yukon government</p>	<p># of active members on committee</p> <p># of monitoring activities undertaken by committee</p> <p>Annual Progress Reports provided</p> <p>Recommendations to amend the CSTT Action Plan made (as needed)</p> <p>Recommendations on the priorities for the CTF allocations made</p>	N/A	<p>Increased participation in the CSTTS Committee</p> <p>Increased coordination in implementing, monitoring & evaluating the CSTT Strategy & Action Plan</p>

Comprehensive Skills and Trades Training Strategy Action Plan

1.1.3 Complete a Needs Assessment determining the range of employment services available in Yukon and services needed by Yukoners.	Need assessment completed Recommendations formulated	Needs Assessment report	N/A	Improved training programs and services offering
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Evaluation

Objective	Results Expected	Indicators	Current Situation	2013 Projections
1.1 Develop an integrated results-based training system	Improved information availability Improved monitoring and evaluation	Learners and employers satisfaction % of training programs monitored	N/A N/A	Improved monitoring and evaluating of training programs Improved training outcomes

Comprehensive Skills and Trades Training Strategy Action Plan

Objective 1.2

Improve essential skills and trades training programs.

Skills enhancement plays an important role in improving productivity and capacity of the labour force and maintaining competitiveness of the Yukon economy nationally and internationally. Increasing essential skills levels and trades qualifications for all Yukoners, including those who are under-represented in the workforce, will increase Yukon's standard of living.

Action Steps

- 1.2.1 Deliver enhanced training programs such as safety, life and employment skills training, etc.
- 1.2.2 Deliver enhanced training programs for under-represented group in the workforce
- 1.2.3 Improve availability of English and French language training for Yukoners
- 1.2.4 Enhance the Community Training Fund as recommended by the CSTTS Working Group.

Supporting Existing Programs and Services

Even during the development of the Strategy and the Action Plan, Yukon government continued to support Comprehensive Skills and Trades Training programs and services for Yukoners. Other levels of governments also contribute to support a wide range of training initiatives. These training initiatives are lead by a variety of stakeholders from different sectors. A list of most of the training initiatives in place for 2010-2011 is available in [Appendix 2](#), [Appendix 3](#) and [Appendix 4](#).

Resources

RESPONSIBLE STAKEHOLDERS

- Association franco-yukonnaise/SOFA
- Comprehensive Skills and Trades Training Stakeholders Committee (CSTTSC)
- Department of Education/Advanced Education Branch
- Department of Energy, Mines and Resources
- Department of Health & Social Services

- Kwanlin Dün First Nation
- Yukon College
- Yukon Tourism Education Council (YTEC)
- Yukon Literacy Coalition

FUNDING

- Advanced Education
- Community Development Fund
- Northern Strategy
- Yukon government

Comprehensive Skills and Trades Training Strategy Action Plan

New Actions

Action 1.2.1 Deliver enhanced training programs such as safety, life and employment skills training, etc.		
<p>A) Implementation of the Northern Institute of Social Justice which is providing training and education to Yukoners in a wide variety of social justice fields, and undertaking related research.</p> <p>The NISJ provides training and education for jobs with a social-justice related component in public and First Nation governments, non-government organizations, and businesses. The Institute's purpose is to: broker, consolidate, develop and deliver social justice-related training and education programs; and undertake related research.</p> <p>The Institute will focus on programs that are relevant to Yukon, integrated with other programs, and recognized, accredited and transferable. In doing this the Institute will address two broad needs: the need for entry-level training, generic training, position-specific training; and the need to attract, develop and retain a well-qualified workforce.</p> <p>The Institute is overseen by a Governing Council that is chaired by Yukon College President, and includes Yukon government deputy ministers and First Nation leaders. The Institute works within the Yukon College structure. This gives the Institute access to College programs, expertise program development and delivery, and partners such as other colleges, universities and training organizations.</p>		
Stakeholders	Resources	Timeline
Yukon College (principal) Department of Education	Yukon government	2009 - Ongoing

Action 1.2.1 Deliver enhanced training programs such as safety, life and employment skills training, etc.		
<p>B) Ready to Work/ Canadian Workplace Essentials Skills. Skills and knowledge acquired are cross-occupational in all sectors. All classroom materials are based on National Occupational Standards. YTEC administers Ready to Work in Yukon, as well as the other 2 Territories. Mandate to foster industry led development of a professional workforce through education and training. RTW is 12 weeks of classroom training, has a class size of approx 15 persons and a recruitment and selection process. <i>Canadian Workplace Essentials</i> comes from the Canadian Tourism Human Resource Council's Foreign Credential Recognition Program.</p>		
Stakeholders	Resources	Timeline
Yukon Tourism Education Council (YTEC) (principal) Department of Education/ Advanced Education Branch	Advanced Education	2009 - 2011

<p>C) Deliver trainings under the new Canada-Yukon Growing Forward Agricultural Programs. The program aims to diversify and add value to existing Yukon agri-businesses. Canada-Yukon Growing Forward Agricultural Programs are providing support for the presentation of agricultural courses, seminars, workshops, conferences and any other activities that will develop the human resource capabilities of Yukon agricultural agri-food and agribased products industry. The program also provides support for eligible applicants to attend training offered.</p>		
Stakeholders	Resources	Timeline
Department of Energy, Mines and Resources /Oil and Gas Resources	Community Development Fund	2009 - 2013

Comprehensive Skills and Trades Training Strategy Action Plan

Action 1.2.1 Deliver enhanced training programs such as safety, life and employment skills training, etc.		
D) Create a new Training Position in Geographic Information System (GIS) within Yukon government.		
Stakeholders	Resources	Timeline
Department of Energy, Mines and Resources Department/Oil and Gas Resources	Community Development Fund	2010 - 2012 (18 months)

Action 1.2.2 Deliver enhanced training programs for under-represented group in the workforce		
A) Create new Training Positions for Aboriginal people within Yukon government such as Lands Officer, Drill core Technician, Lands Administrator and Geographic Information System (GIS). These training positions will assist Aboriginal people in developing resources management skills.		
Stakeholders	Resources	Timeline
Department of Energy, Mines and Resources Department of Public Service Commission	Northern Strategy	2009 - 2011

B) The Learning Circles - Linking Essential Skills to Life is a pilot project aiming to develop the learning circle model as a tool for Yukon Aboriginal people to improve their Learning and Essential Skills (LES). The Learning Circle model was chosen because of its open, respectful, empowering and culturally relevant nature.		
Stakeholders	Resources	Timeline
Yukon Literacy Coalition (principal) Council of Yukon First Nations Department of Education/ Advanced Education Branch	Advanced Education	2010 - 2011

C) Deliver the Fab Foods which is a life-skills, employment and training program where unemployed people with mental illness can gradually work up to successfully participating in the labour market economy		
Stakeholders	Resources	Timeline
Department of Health and Social Services/ Mental Health Services Branch (principal) Department of Education/ Advanced Education Branch	Advanced Education	2010 - 2011

Comprehensive Skills and Trades Training Strategy Action Plan

Action 1.2.2 Deliver enhanced training programs for under-represented group in the workforce		
<p>D) The Kwanlin Dün House of Learning is an education & employment training program designed to address, both directly and indirectly, a broad range of academic, employment and life skill needs, existent within the KDFN citizenry. The program addresses a continuing need for academic preparation leading to entry into employment, post-secondary or occupational training.</p>		
Stakeholders	Resources	Timeline
Kwanlin Dün First Nation (principal) Department of Education/ Advanced Education Branch	Advanced Education	2009 - 2011

Action 1.2.3 Improve availability of English and French language training for Yukoners		
<p>The Business Language Learning Centre would start by offering French language training for the two or three first years of the project. Examples of possible training activities: French second language for government' employees (Yukon & Canada); intensive and immersion courses for adults; language skills assessments; personalized training; French upgrading for Francophones and Francophiles; francization for people who have lost their French; professional upgrading in French; English as a second language for immigrants; beginners' English for the general public and establishment of a list of trained and qualified tutors. Later on, pros and cons of offering training in other language will be examined.</p>		
Stakeholders	Resources	Timeline
Association franco-yukonnaise/ Service d'Orientation et de Formation des Adultes (SOFA) (principal) Partnership to be determined	To be determined	2010

Action 1.2.4 Enhance the Community Training Fund as recommended by the CSTTS Working Group.		
<p>The Community Training Fund (CTF) supports training initiatives and projects that develop and improve occupational skills of Yukon residents. The CTF annual budget of \$1.5 million and supported three main types of funds: industry or sector based, community based, and project specific.</p> <p>An independent consultant was hired by Advanced Education to complete an evaluation of the Community Training Fund and assess its effectiveness, efficiency, and impacts. Released in July 2009, the final report "Evaluation of the Yukon Community Training Funds" presents its findings and recommendations. Invited to provide feedback during the evaluation and after the release of the report, the Comprehensive Skills and Trades Training Working Group recommended maintaining the Community Fund and following-up on most of the recommendations contained in the report.</p>		
Stakeholders	Resources	Timeline
Department of Education/ Advanced Education Branch	Advanced Education Branch Staff	Fall 2010

Comprehensive Skills and Trades Training Strategy Action Plan

Monitoring Actions

Strategic Action	Outcomes	Indicators	Current situation	2013 Projection
1.2.1 Deliver enhanced training programs such as safety, life and employment skills training, etc.	Training programs developed and delivered	# of training programs offered # of people enrolled Completion rate Client (learners & employers) satisfaction	N/A	Increased training programs accessibility
1.2.2 Deliver enhanced training programs for under-represented group in the workforce.	Training programs developed and delivered	# of training programs offered # of people enrolled Completion rate Client (learners & employers) satisfaction	N/A	Increased training programs accessibility
1.2.3 Improve availability of English and French language training for Yukoners.	Training programs developed and delivered	# of training programs offered # of people enrolled Completion rate Client (learners & employers) satisfaction	N/A	Increased training programs accessibility
1.2.4 Enhance the Community Training Fund (CTF) as recommended by the CSTTS working group	CTF recommendations implemented	CTF clients (employers, trainees & training providers) satisfaction	Evaluation of the Yukon CTF (July 2009) New CTF guidelines underway	Improved client (employers, trainees & training providers) satisfaction

Comprehensive Skills and Trades Training Strategy Action Plan

Objective 1.3

Improve both the provision and delivery methods of training programs in the communities

Providing Yukoners living in the communities with additional methods of training, such as distance learning and mobile labs, will enable them to pursue adult education in a supportive environment.

Action Steps

- 1.3.1 Enhance the Community Training Fund as recommended by the CSTTS working group.
- 1.3.2 Foster provision of employment driven skills training in the communities.
- 1.3.3 Support training initiatives using e-learning, mobile labs and shops, and other means that enhance delivery of training programs in communities.

Supporting Existing Programs and Services

The Community Training Fund, operated by the Advanced Education Branch, plays a significant role in delivering training programs and services in the communities. Other levels of governments and organizations also contribute to support and deliver a wide range of training initiatives. A list of most of the training initiatives in place for 2010-2011 is available in [Appendix 2](#), [Appendix 3](#) and [Appendix 4](#).

Resources

RESPONSIBLE STAKEHOLDERS

- Comprehensive Skills and Trades Training Stakeholders Committee (CSTTSC)
- Department of Education/ Advanced Education Branch
- Department of Tourism and Culture
- Yukon College

FUNDING

- Advanced Education
- Northern Strategy

New Actions

Action 1.3.1 Enhance the Community Training Fund as recommended by the CSTTS Working Group.		
Creation of the Community Training Fund Forum .		
Stakeholders	Resources	Timeline
Department of Education/ Advanced Education Branch (principal) Community Training Fund Stakeholders	Advanced Education	2010 - Ongoing

Comprehensive Skills and Trades Training Strategy Action Plan

Action 1.3.2 Foster provision of employment driven skills training in the communities.		
<p>Creation of the Heritage and Culture Certificate. This pilot program will include capacity building within Yukon First Nations, skills development within the heritage and cultural management sector and training targeted at First Nations communities and others, including museums, First Nations cultural and heritage centres and historic sites.</p>		
Stakeholders	Resources	Timeline
Vuntut Gwitchin First Nation Department of Tourism and Culture Yukon College Yukon First Nations Heritage Group	Northern Strategy	2010 - 2012

Action 1.3.3 Support training initiatives using e-learning, mobile labs and shops, and other means that enhance delivery of training programs in communities.		
<p>Heritage and Culture Essential Skills (HACES) Certificate. This program will include a variety of essential skills training for entry-level heritage and culture-related positions in Yukon communities. This is a model of delivery that will be flexible enough to take into account the diversity of training needs and will be guided by the nine essential workplace skills that have been identified by Human Resources and Skills Development Canada (HRSDC)</p>		
Stakeholders	Resources	Timeline
Yukon College Department of Tourism and Culture	Northern Strategy	2010 - 2012

Comprehensive Skills and Trades Training Strategy Action Plan

Monitoring Actions

Strategic Action	Outcomes	Indicators	Current Situation	2013 Projection
1.3.1 Enhance the Community Training Fund as recommended by the CSTTS working group.	CTF recommendations implemented	CTF clients (employers, trainees & training providers) satisfaction	Evaluation of the Yukon CTF (July 2009) New CTF guidelines underway	Improved client (employers, trainees & training providers) satisfaction
1.3.2 Foster provision of employment driven skills training in the communities.	Training programs developed and delivered	# of training programs offered # of people enrolled Completion rate Client (learners & employers) satisfaction	N/A	Increased training programs accessibility in the communities
1.3.3 Support training initiatives using e-learning, mobile labs and shops, and other means that enhance delivery of training programs in communities.	Training programs developed and delivered	# of training programs offered # of people enrolled Completion rate Client (learners & employers) satisfaction	N/A	Increased training programs accessibility in the communities

Comprehensive Skills and Trades Training Strategy Action Plan

Evaluation

Objective	Results Expected	Indicators	Current situation	Target
1.3 Improve both the provision and delivery methods of training programs in the communities.	Enhanced training programs developed and delivered	# of training opportunities in communities PSE enrolment rate in communities PSE completion rate in communities Enrolment rate in training programs in communities Completion rate in training programs Client (learners & employers) satisfaction.	N/A N/A N/A N/A N/A N/A	Increased provision of training programs in communities Increased participation & completion in training programs. Increased learning & employment outcomes of programs

Comprehensive Skills and Trades Training Strategy Action Plan

Objective 1.4

Support employers and self-employed individuals to access training programs.

Access to training is an important building block for a healthy economy. Supporting employers and self-employed individuals to access training will enrich the skill base and increase the diversification of the labour force.

Action Steps

- 1.4.1 Market existing training programs for employers and self-employed individuals.
- 1.4.2 Support training programs for employers, self-employed individuals and managers.
- 1.4.3 Improve management & leadership training for all levels of governments, businesses and NGOs

Supporting Existing Programs and Services

N/A

Resources

RESPONSIBLE STAKEHOLDERS

- Association of Yukon Communities
- Comprehensive Skills and Trades Training Stakeholders Committee (CSTTSC)
- Department of Education/ Advanced Education Branch
- Volunteer Bénévoles Yukon
- Yukon College

FUNDING

- Advanced Education
- Association of Yukon Communities

New Actions

Action 1.4.1 Market existing training programs for employers and self-employed individuals.		
Stakeholders	Resources	Timeline

Action 1.4.2 Support training programs for employers, self-employed individuals and managers.		
Recruiter training for small business operators, including advice on advertising, interviewing, etc.		
Stakeholders	Resources	Timeline
Judy Corley Consulting inc.	Department of Education	2011-2012

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Action 1.4.3 Improve management & leadership training for all levels of governments, businesses and NGOs		
A) Creation of a new Volunteer Sector-Community Training Fund . This fund will be used for helping non-profit organizations in the communities and Whitehorse in accessing training for their staff, boards and managers.		
Stakeholders	Resources	Timeline
Volunteer Bénévoles Yukon (principal) Department of Education/ Advanced Education Branch	Advanced Education	2010 - 2012

B) Build your Skills is a program for Yukon First Nation and Municipal government to build local capacity. This program provides workshops in rural Yukon to elected officials and employees on topics such as: strategic planning, politics, service delivery, good governance and policy creation.		
Stakeholders	Resources	Timeline
Association of Yukon Communities Yukon College Yukon government	Association of Yukon Communities	2010 – determined via demand

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Monitoring Actions

Strategic Action	Outcomes	Indicators	Current situation	2013 Projection
1.4.1 Market existing training programs for employers and self-employed individuals.	Marketing plan for training programs developed and executed	# of stakeholders engaged by marketing plan LMI indicators on awareness and info available	N/A	Increased awareness of training programs
1.4.2 Support training programs for employers, self-employed individuals and managers.	Training programs developed and delivered	# of employers and self-employed individuals trained # of training programs offered Completion rate Client (learners & employers) satisfaction	N/A	Increased training programs accessibility
1.4.3 Improve management & leadership training for all levels of governments, businesses and NGOs.	Training programs developed and delivered	# of clients trained # of training programs offered. Completion rate. Client (learners & employers) satisfaction.	N/A	Increased training programs accessibility

Evaluation

Objective	Results Expected	Indicators	Current situation	Target
1.4 Support employers and self-employed individuals to access training programs communities.	Increased enrolment in training for employers (business, NGOs and all orders of governments) and self-employed individuals	Data from Yukon Business survey LMI strategy indicators	N/A	Increased enrolment in training for all employers and self-employed people.

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Objective 1.5

Foster employer investment in workplace learning.

Developing the skills and knowledge of workers is critical given technological advancements and the frequent changes to skills requirements induced by economic shifts. Informing employers of the benefits of investing in workplace learning and promoting implementation of training programs for workers will support the development of a skilled workforce.

Action Steps

- 1.5.1 Foster initiatives encouraging employers to contribute to employee training.
- 1.5.2 Market existing workplace training programs.
- 1.5.3 Investigate the feasibility of implementing new financial incentives for fostering employer investment in workplace learning.

Supporting Existing Programs and Services

Many Yukon employers already contribute to workplace learning through their own initiatives or supporting programs. The Workplace Language Training (Yukon College), the First Nations Wage Subsidy Program (Yukon Mine Training Association) and the Targeted Wage Subsidy (Yukon government) are examples of existing programs. More details are available in [Appendix 2](#), [Appendix 3](#) and [Appendix 4](#).

Resources

RESPONSIBLE STAKEHOLDERS

- Comprehensive Skills and Trades Training Stakeholders Committee (CSTTSC)
- Department of Education/ Advanced Education Branch
- Employment Central
- Volunteer Bénévoles Yukon

FUNDING

- Advanced Education
- Community Development Fund

New Actions

Action 1.5.1 Foster initiatives encouraging employers to contribute to employee training		
A) Creation of a new Private Sector- Community Training Fund .		
Stakeholders	Resources	Timeline
Department of Education/ Advanced Education Branch	Advanced Education	2010 - ongoing

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Action 1.5.1 Foster initiatives encouraging employers to contribute to employee training		
<p>B) The Labour Market Agreement-Temporary Wage Subsidy is designed to help participants to gain employment by providing a temporary subsidy to employers as an incentive to hire those they would not normally hire for jobs that are part of the employer's normal operations. Eligible participants must meet the following criteria at the time of application:</p> <ul style="list-style-type: none"> • Unemployed (absence of any work) • Unable to qualify as an 'insured participant' • Has been referred by a third party case manager with a mutually agreed upon return to work action plan identifying an employment barrier which may be addressed by gaining supported work experience • Has been matched with an eligible employer by Employment Central 		
Stakeholders	Resources	Timeline
Employment Central (principal) Department of Education/ Advanced Education Branch	Advanced Education	2010 - 2011

Action 1.5.2 Market existing workplace training programs.		
<p>Service Centre for Yukon Non-Profit Organizations will assess the interest and feasibility of forming a Service Centre for NGOs. The rationale for the possible development of a Yukon NGO Support Centre is to increase effectiveness of each NGO involved and decrease their operating costs.</p>		
Stakeholders	Resources	Timeline
Volunteer Bénévoles Yukon	Community Development Fund	2010 - Ongoing

Action 1.5.3 Investigate the feasibility of implementing new financial incentives for fostering employer investment in workplace learning.		
Complete research and recommendations.		
Stakeholders	Resources	Timeline
Department of Education/Advanced Education Branch	Advanced Education Branch Staff	Winter 2010

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Monitoring Actions

Strategic Action	Outcomes	Indicators	Current situation	2013 Projection
1.5.1 Foster initiatives encouraging employers to contribute to employee training	Workplace training programs developed and implemented.	# of hours of learning opportunities offered by employers (informal and formal) Employers spending on formal training # of employees accessing learning opportunities (informal and formal) # of employers hiring summer students (STEP, SCP, etc.) # of employers participating in a TWS program	N/A STEP (2010): 58 employers applied to the program for a total of 1 300 job opportunities possible depending on funds available SCP: data available in March 2010	Increased investment of employer in workplace training programs.
1.5.2 Market existing workplace training programs.	Marketing plan for workplace training programs developed and executed.	# of stakeholders engaged by marketing plan LMI indicators on awareness and info available	N/A	Increased awareness of training programs
1.5.3 Investigate the feasibility of implementing new financial incentives for fostering employer investment in workplace learning.	Report on new financial incentives completed.	Recommendations implemented.	N/A	Completion of research and recommendations, decision made

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Evaluation

Objective	Results Expected	Indicators	Current situation	Target
1.5 Foster employer investment in workplace learning.	<p>Increased employer investment in workplace learning</p> <p>Increased worker & student access to learning opportunities.</p>	<p>Data from Yukon Business survey</p> <p># of employers participating in a skills enhancement & employment program (i.e. TWS, STEP, etc.)</p>	<p>N/A</p> <p>STEP (2010): 58 employers applied to the program for a total of 1 300 job opportunities possible depending on funds available</p> <p>SCP: data available in March 2010</p>	<p>Increased employer investment in workplace learning</p> <p>Increased worker & student access to learning opportunities.</p>

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Strategic Goal 2.0

Facilitate and improve learning and employment transitions.

Education and employment transitions throughout life are becoming increasingly common and can take many forms: transitioning to post-secondary education, returning to school, or upgrading skills in order to change careers or secure a new position. Adequate labour market information and support are essential to decide which program or training is suitable. By implementing appropriate tools and processes, and supporting learning and employment transitions, workplace productivity should increase.

The following objectives support the implementation of the strategic goal

- 2.1 Increase awareness of post-secondary education options and student financial assistance.
- 2.2 Build awareness of employment and training opportunities.
- 2.3 Improve and promote access to trades training for high-school students.
- 2.4 Use integrated teaching approaches that meet diverse cultural and learning needs.
- 2.5 Establish an effective funding model that ensures continuity of funding programs.

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Objective 2.1

Increase awareness of post-secondary education (PSE) options and student financial assistance

Individuals need to make informed decisions about their post-secondary education as it can influence their employment outcomes. Increased awareness of student financial assistance can reduce financial barriers and encourage those with limited income to pursue post-secondary education.

Action Steps

- 2.1.1 Develop and deliver an awareness campaign using a consistent branded message.
- 2.1.2 Develop and implement Career and Personal Planning project(s)

Supporting Existing Programs and Services

The Yukon government, the Department of Education and partners such as Yukon WorkInfoNet (YUWin), the Yukon College and organizations providing Employment Assistance Services are promoting post-secondary education options and student financial assistance. More information is available in [Appendix 2](#) and [Appendix 4](#).

Resources

RESPONSIBLE STAKEHOLDERS

- Career and Personal Planning Project Steering Committee
- Comprehensive Skills and Trades Training Stakeholders Committee (CSTTSC)
- Department of Education

FUNDING

- Advanced Education

New Actions

Action 2.1.1 Develop and deliver an awareness campaign using a consistent branded message.		
Stakeholders	Resources	Timeline

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Action 2.1.2 Develop and implement Career and Personal Planning project(s)		
<p>Advanced Education Branch hired a consultant who is responsible for the research, design, and set up of a client-centred and community-based program that connects youth with employment. This program will prepare young people (16-24) for learning and working by providing them with career and employment assistance such as:</p> <ul style="list-style-type: none"> • Providing support services to assist clients in exploring and achieving their career, education and employment goals. ▪ Providing a wide range of work exploration activities • Providing labour market and career information <p>A Steering Committee has been established to provide input and direction for this program. The program will be piloted for three years, with an evaluation component built into the third year to determine the challenges and successes.</p>		
Stakeholders	Resources	Timeline
Department of Education/Advanced Education Branch and Public Schools Branch Career and Personal Planning Project Steering Committee	Advanced Education	Development of Program: February 2010 to August 2010. Three year pilot project: September 2010 to August 2013

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Monitoring Actions

Strategic Action	Outcomes	Indicators	Current situation	2013 Projection
2.1.1 Develop and deliver an awareness campaign using a consistent branded message.	Awareness campaign developed and delivered	# of Yukoners reached through the awareness campaign on post-secondary education options and student financial assistance	N/A	Increased awareness of post-secondary education options and student financial assistance
2.1.2 Develop and implement Career and Personal Planning project(s).	Career & Personal Planning project developed and implemented	# of people enrolled Completion rate Client (learners & employers) satisfaction	N/A	Pilot project completed

Evaluation

Objective	Results Expected	Indicators	Current situation	Target
2.1 Increase awareness of post-secondary education options and student financial assistance	Increased enrolment in post-secondary education Increased requests for student financial assistance	High school completion rate Data from the school exit survey Enrolment in training program # of people enrolled in training programs and in PSE Students' uptake of student financial assistance	67.8% (2006-2007) The school exit survey is under development N/A N/A Students' uptake of SFA (all funds) for 2008-2009 academic years-Total # of students (all types of study including upgrading) = 988	Increased enrolment in post-secondary education Increased requests for student financial assistance

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Objective 2.2

Build awareness of employment and training opportunities

Yukoners will benefit from improved information on available training programs and employment services. Better access to information will increase use of services and programs and should improve employment outcomes.

Action Steps

- 2.2.1 Examine options and develop a web portal disseminating information on career development, training and job opportunities.
- 2.2.2 Support a variety of means promoting Career Development and LMI.

Supporting Existing Programs and Services

The Yukon government, the Department of Education and partners such as Yukon WorkInfoNet (YUWin), the Yukon College and organizations providing Employment Assistance Services are promoting post-secondary education options and student financial assistance. More information is available in [Appendix 2](#) and [Appendix 4](#).

Resources

RESPONSIBLE STAKEHOLDERS

- Comprehensive Skills and Trades Training Stakeholders Committee (CSTTSC)
- Department of Community Services/ Employment Standards Branch
- Department of Education/ Advanced Education Branch

FUNDING

- Advanced Education
- Yukon government

New Actions

Action 2.2.1 Examine options and develop a web portal disseminating information on career development, training and job opportunities.		
Complete research and recommendations.		
Stakeholders	Resources	Timeline
Department of Education/ Advanced Education Branch	Advanced Education Branch Staff	Winter 2010

Action 2.2.2 Support a variety of means promoting Career Development and LMI.		
Launch of the new employment standards publication-student and parent guide “You need more than a job to start work” providing information about the rights and responsibilities of employment and contact information on where to obtain related laws.		
Stakeholders	Resources	Timeline
Department of Community Services/Employment Standards Branch	Yukon government	2010

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Monitoring Actions

Strategic Action	Outcomes	Indicators	Current situation	2013 Projection
2.1.1 Examine options and develop a web portal disseminating information on career development, training and job opportunities.	Report on a web portal completed Web portal developed	Recommendations on a web portal Development of the web portal	N/A	Web portal implemented
2.2.2 Support a variety of means promoting Career Development and LMI.	LMI workshop developed and delivered.	# of people completing the workshop Client (learners & employers) learning outcomes	N/A	Increased awareness on Career development and LMI

Evaluation

Objective	Results Expected	Indicators	Current situation	Target
2.2 Build awareness of employment and training opportunities	Increased enrolment in training programs Increased employment rate.	# of Yukoners participating in training programs Yukon employment rate LMI Strategy indicators.	N/A 2009: 95% N/A	Increased enrolment in training programs Increased employment rate.

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Objective 2.3

Improve and promote access to trades training for high school students

Skilled employees in trades sectors are highly sought by employers. Trades as an option for post-secondary education needs to be promoted earlier in the Yukon education system to help reduce projected long-term labour shortages in the trades.

Action Steps

2.3.1 Investigate the possibility of enhancing high-school programming (i.e. CAPP 10) in order to facilitate access to trades, student financial assistance and student employment.

Supporting Existing Programs and Services

N/A

Resources

RESPONSIBLE STAKEHOLDERS

- Department of Education
- Stakeholders

FUNDING

- Advanced Education

New Actions

Action 2.3.1	Investigate the possibility of enhancing high-school programming (i.e. CAP 10) in order to facilitate access to trades, student financial assistance and student employment.	
An additional Industrial Training Consultant has been hired in Advanced Education, Training Programs Unit, for a two-year term. Priority activity of the Industrial Training Consultant are related to trades and apprenticeship in the Secondary School programming in order to a) formalize apprentice level courses for high school delivery; b) enhance marketing of trades and apprenticeship to school students; c) develop industry/employer partnerships for trade experience; d) invigorate high school apprentice registration and e) initiate new trades and apprenticeship activities with Public Schools Branch.		
Stakeholders	Resources	Timeline
Department of Education/Advanced Education Branch and Public Schools Branch (principal) Participating stakeholders	Department of Education Staff	2009 - 2011

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Monitoring Actions

Strategic Action	Outcomes	Indicators	Current situation	2013 Projection
2.3.1 Investigate the possibility of enhancing high-school programming (i.e. CAP 10) in order to facilitate access to trades, student financial assistance and student employment.	Meetings with Public Schools Branch and other stakeholders involved Report on review of high school programming completed.	Recommendations on high school programming	N/A	Recommendations implemented from report on review of high school programming

Evaluation

Objective	Results Expected	Indicators	Current situation	Target
2.3 Improve and promote access to trades training for high school students	Increased enrolment of High School students in a trades	# of high school students enrolled in trades # of Yukon graduates entering in trades	N/A N/A	Increased enrolment of high school students in a trades Increased # of Yukon graduates entering in trades

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Objective 2.4

Use integrated teaching approaches that meet diverse cultural and learning needs.

People learn differently. Classical approaches do not always meet the needs of all types of learners. The use of role-modeling, mentoring, coaching or on-the-job training will help to improve successful learning outcomes for more Yukoners.

Action Steps

- 2.4.1 Develop training initiatives using integrated learner centric approaches i.e. using a diversity of teaching methods such as mentoring, tutoring, on the job training and coaching, etc.
- 2.4.2 Use aboriginal role-models, mentors, instructors and trainers within training.
- 2.4.3 Use role-models, mentors, instructor and trainers for other groups when appropriate.
- 2.4.4 Use Prior Learning Assessment Recognition (PLAR) when appropriate.

Supporting Existing Programs and Services

Currently, many organizations use integrated learner centric approaches. A list of the training initiatives in place for 2010-2011 is available in [Appendix 2](#), [Appendix 3](#) and [Appendix 4](#).

Resources

- RESPONSIBLE STAKEHOLDERS
- Comprehensive Skills and Trades Training Stakeholders Committee (CSTTSC)
 - Department of Education/ Advanced Education Branch
 - Public Service Commission/ Staff Development Branch

- Whitehorse Aboriginal Women's Circle
- Yukon government Women's Directorate

FUNDING

- Advanced Education
- Northern Strategy

New Actions

Action 2.4.1	Develop training initiatives using integrated learner centric approaches i.e. using a diversity of teaching methods such as mentoring, tutoring, on the job training and coaching, etc.	
Create a Co-op Student Pilot within Yukon government Create a Co-op position within Staff Development Branch for on-the-job training and workplace-based upgrading.		
Stakeholders	Resources	Timeline
Public Service Commission/ Staff Development Branch (principal) Department of Education/ Advanced Education Branch	Advanced Education	2010 - 2011

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Action 2.4.1 Develop training initiatives using integrated learner centric approaches i.e. using a diversity of teaching methods such as mentoring, tutoring, on the job training and coaching, etc.		
Resiliency in Transitions - The Department of Education is working collaboratively with families, communities, school staff and students to promote and increase the resiliency of all students needed to handle the many transitions they make as lifelong learners. The work on Resiliency in Transitions is ongoing and a three-year strategic plan is being developed.		
Stakeholders	Resources	Timeline
Department of Education Stakeholders	Department of Education staff	2010 - 2013

Action 2.4.2 Use aboriginal role-models, mentors, instructors and trainers within training.		
Yukon Aboriginal Women's Mentorship Training Program		
<ul style="list-style-type: none"> • Development of an Aboriginal women's professional mentorship and coaching program, including formalized support to professional Aboriginal women, and particularly youth • Encourage participation of professional Aboriginal women and youth with varying levels of education, and experience in different fields • Encourage Elder/Grandparent mentorship for youth (especially around language and traditional teachings) 		
Stakeholders	Resources	Timeline
Whitehorse Aboriginal Women's Circle (principal) Yukon government Women's Directorate Liard Aboriginal Women's Society Yukon First Nations	Northern Strategy	April 2010 - September 2010

Action 2.4.3 Use role-models, mentors, instructor and trainers for other groups when appropriate.		
Stakeholders	Resources	Timeline

Action 2.4.4 Use Prior Learning Assessment Recognition (PLAR) when appropriate.		
Stakeholders	Resources	Timeline

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Monitoring Actions

Strategic Action	Outcomes	Indicators	Current situation	2013 Projection
2.4.1 Develop training initiatives using integrated learner centric approaches i.e. using a diversity of teaching methods such as mentoring, tutoring, on the job training and coaching, etc.	Training programs developed and delivered.	# of training programs offered. # of people enrolled Completion rate Client (learners & employers) satisfaction	N/A	Increased training programs using integrated approaches
2.4.2 Use aboriginal role-models, mentors, instructors and trainers within training.	Training programs developed and delivered.	# of training programs offered # of people enrolled Completion rate Client (learners & employers) satisfaction	N/A	Increased training programs using integrated approaches
2.4.3 Use role-models, mentors, instructor and trainers for other groups when appropriate.	Training programs developed and delivered.	# of training programs offered # of people enrolled Completion rate Client (learners & employers) satisfaction.	N/A	Increased training programs using integrated approaches
2.4.4 Use Prior Learning Assessment Recognition (PLAR) when appropriate.	Prior Learning Assessment Recognition	# of initiatives using Prior Learning Assessment Recognition	N/A	Increased utilisation of Prior Learning Assessment Recognition

Evaluation

Objective	Results Expected	Indicators	Current situation	Target
2.4 Use integrated teaching approaches that meet diverse cultural and learning needs	Increased use of alternative teaching approaches in training programs Improved completion rates from training programs	% programs using integrated teaching approaches	N/A	Increased use of alternative teaching approaches in training programs Improved completion rates from training programs.

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Objective 2.5

Establish an effective funding models that ensures continuity of funding programs

The diversity and complexity of funding programs can be a barrier in pursuing and completing post-secondary education. Reviewing the Student Financial Assistance programs and services would simplify the system and increase the post-secondary participation and completion rate.

Action Steps

- 2.5.1 Review the Student Financial Assistance programs and identify gaps, opportunities and best practices to be implemented.

Supporting Existing Programs and Services

N/A

Resources

RESPONSIBLE STAKEHOLDERS

- Department of Education

FUNDING

- Advanced Education

New actions

Action 2.5.1 Review the Student Financial Assistance programs and identify gaps, opportunities and best practices to be implemented.		
Complete research and recommendations on the Student Financial Assistance programs.		
Stakeholders	Resources	Timeline
Department of Education/Advanced Education Branch and Public Schools Branch	Advanced Education Staff	2009 - 2011

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Monitoring Actions

Strategic Action	Outcomes	Indicators	Current situation	2013 Projection
2.5.1 Review the Student Financial Assistance programs and identify gaps, opportunities and best practices to be implemented	Report completed on Student Financial Assistance programs review	Recommendations on Student financial Assistance program review	N/A	Completion of research and recommendations, decision made

Evaluation

Objective	Results Expected	Indicators	Current situation	Target
2.5 Establish an effective funding models that ensures continuity of funding program.	<p>Increased enrolment rates</p> <p>Increased completion rates</p> <p>Increase in overall average level of education in Yukon</p>	<p>Enrolment rates</p> <p>Completion rates</p> <p>Overall average level of education in Yukon</p>		<p>Increased enrolment rates</p> <p>Increased completion rates</p> <p>Increase in overall average level of education in Yukon</p>

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Appendix 1 - List of acronyms and definition of commonly used terms

Acronyms

The Comprehensive Skills and Trades Training Strategy Working Group will endeavour to use acronym-free documents, unless space restrictions require otherwise. Here is a list of commonly used acronyms that have appeared in the Comprehensive Skills and Trades Training Strategy Action Plan:

AEB	Advanced Education Branch
AFY	Association franco-yukonnaise
AYC	Association of Yukon Communities
CanNor	Canadian Northern Economic Development Agency
CAPP	Career and Personal Planning
CSTT	Comprehensive Skills and Trades Training
CSTTS	Comprehensive Skills and Trades Training Strategy
CSTTSC	Comprehensive Skills and Trades Training Stakeholders Committee
CTF	Community Training Fund
CYFN	Council of Yukon First Nations
EAS	Employment Assistance Services
H & SS	Health & Social Services
HRSDC	Human Resources & Skills Development Canada
KDFN	Kwanlin Dün First Nation
LMA	Labour Market Agreement
LMF	Labour Market Framework
LMI	Labour Market Information
NGO's	Non Government Organizations
NISJ	Northern Institute of Social Justice
PLAR	Prior Learning Assessment Recognition
PSB	Public Schools Branch
PSE	Post-Secondary Education
RFP	Request for Proposal
SCP	Summer Career Placement
SFA	Student Financial Assistance

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SOFA	Service d'Orientation et de Formation des Adultes
STEP	Student Training and Employment Program
TIOW	Targeted Initiative for Older Worker Program
TWS	Targeted Wage Subsidy
YBS	Yukon Bureau of Statistics
YG	Yukon government
YTEC	Yukon Tourism Education Council
YUWIN	Yukon Work Information Network
YWITT	Yukon Women in Trades and Technology

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Appendix 2 - Example of existing training programs and services

Organization	Clientele	Training Programs/Services
L'Association franco-yukonnaise (l'AFY)		<ul style="list-style-type: none"> • Assess clients needs and assist them with resumes, cover letters, interviews preparation that includes practicing • Provide a structured career development session to individuals that include the MBTI and assessing the transferable skills and core competencies • English Second Language courses • Literacy programs for individuals and families • Computer training • Provide the French community with a variety of courses through regular programming (fall, winter and spring and hopefully soon summer); this courses include self development courses but also training days and courses related to work and or required for work • Provide informal help or support to employers looking for a bilingual employee • Develop partnership with other local organizations in order to provide some programs in French • Provide computers, internet, email, fax and long distance phone services • In the future project of center for learning languages: right now this is at the stage of feasibility study <p>http://www.afy.yk.ca</p>
Blue Feather Society	Youth	For youth at risk ages 15 to 24, various programs, counselling, court support worker, job search assistance and workshops
Boys & Girls Club (Whitehorse Youth Centre Society)	Youth	For youth 13 -18, providing counselling, workshops, etc.
BYTE (Bringing Youth Toward Equality)	Youth People with disabilities	Provide services for youth including those with disabilities and some training programs e.g. media training http://www.yukonyouth.com/

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Organization	Clientele	Training Programs/Services
Canada School of Public Service	All	<p>Serving common learning and development needs, the courses are open to everyone. Course offerings include Leadership Development, various Management and Supervisory skills courses (eg. Performance management), Functional Specialist skills (eg. Staffing, Information Management, Procurement), all staff (eg. Interpersonal Communication Skills, Report Writing), and French Language Training. Lunch & Learn sessions and various workshops are offered at no charge. Memorandums of Understanding can be negotiated for delivery in communities as well as specific course content.</p> <p>http://www.cspcs-efpc.gc.ca/index-eng.asp</p>
Canadian Federation of Independent Business (CFIB)	CFIB members	<p>All CFIB members in Canada (200 in Yukon) have access to Vubiz. That stands for the Virtual University of Business. Members and their staff have access to a variety of online training programs include topics like: financial accounting, exporting, and so on. These are all available free of charge to members of CFIB.</p> <p>CFIB has also joined forces with other business groups to create three new certificate programs for small business:</p> <ul style="list-style-type: none"> Small Business Management Certificate Small Business Health & Safety Certificate Small Exporter Management Certificate <p>http://www.cfib.ca/ http://www.cfib.ca/en/savings-benefits/courses/</p>
Challenge Community Vocational Alternative	People with disabilities	<p>Challenge provides job coaching and assists people with disabilities to become active in their community, by learning real job skills and entering the job market</p> <p>Provides vocational assessments, job development and employment coordination for disabled persons</p> <p>http://www.ccva.ca/challenge_home.htm</p>
Council of Yukon First Nations	First Nations	<p>CYFN offers several programs to assist First Nations in their development including language courses, human resource training, health training, employment training for employers and scholarships. Please visit our website for more information.</p> <p>http://www.cyfn.ca/</p>

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Organization	Clientele	Training Programs/Services
Dana Naye Ventures		Offer business and finance course (e.g. accpac, simply accounting, etc.), entrepreneur training, computer training (excel, etc.) and personal planning course (e.g. budget). http://www.dananaye.yk.net/
Employment Central	Job seekers	<ul style="list-style-type: none"> • Assist clients with resumes, cover letters and interview preparation • Provide computers with internet access, printing and copying, fax and long distance phone services • Provide clients with career exploration – inventories and career counselling. • Complete assessment of clients applying for Service Canada's financial assistance programs including Skills Development, the Self Employment Program, Targeted Wage Subsidy, Youth Skills Link programs and Job Creation. • Case manage all active clients registered for services with Employment Central. http://www.employmentyukon.ca/
First Nations Employment Training Departments – (Kwanlin Dun and Ta'an Kwachan)	First Nations	<ul style="list-style-type: none"> • Assist clients with résumés, cover letters and interviews • Provide computers, internet, email, fax and long distance phone services • Facilitate wage support programs directly with employers

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Organization	Clientele	Training Programs/Services
Skills Canada Yukon	Youth	<p>Promotes trades and technology careers as a first choice option for all Yukon youth to age 30.</p> <ul style="list-style-type: none"> • Volunteer educators and industry partners from every region of Yukon offer hands on training in a variety of trades and technology disciplines. • Trades and technology careers that are relevant to the Yukon and Canadian economy are offered in over 90 skills clubs throughout the Yukon. • Clubs are tailored to the unique requirements and needs of individual Yukon communities. • Annual Territorial and National competitions are held in Whitehorse and throughout Canada. <p>http://www.skillsyukon.com/</p>
Skookum Jim's Friendship Centre	Youth	<p>For youth 15-24 aim at achieving self-sufficiency. Services include life skills, career counselling & skills development. Variety of programs offered such as :</p> <ul style="list-style-type: none"> • Recreation Program • Prenatal Nutrition Outreach Program • Traditional Parenting Program • Training & Student Financial Services • First Nation Youth Diversion Program • Urban Multipurpose Aboriginal Youth Centre - UMAC • UMAC Regional Desk • After School Tutoring Program • Diabetes Prevention Program • Youth Emergency Shelter Program <p>http://www.skookumjim.com/</p>
Training Policy Committee (TPC)	First Nations' beneficiaries	<p>The Training Policy Committee (TPC) is working to ensure the Yukon First Nation people obtain training to implement land claims and self-government agreements, and to fully participate in the economic opportunities arising from their implementation.</p> <p>The Yukon Indian People Training Trust (YIPTT) is divided amongst the Yukon First Nations into allocations and the amounts are reported each year in the Training Policy Committee/Yukon Indian People Training Trust Annual Report.</p> <p>http://www.cyfn.ca/trainingpolicycommittee</p>

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Organization	Clientele	Training Programs/Services
Whitehorse Chamber of Commerce		<p>The Chamber offers a Service and Customer Satisfaction Course for front line employees. This course is on-line through Yukon College. If anyone is interested they should contact the Whitehorse Chamber of Commerce for more details. The course teaches students how to give great service and get repeat business, how to respond to upset clients, complaints, and how to be pro-active in reading clients before they express their concerns. It deals with teamwork, building teams, building customer satisfaction levels and some personal interaction skill development.</p> <p>The Chamber also has a seminar that we offer for employers and senior managers called "Making the Workplace Work". This seminar deals with managing a diversified workplace with a multi-generational workforce, a multi-cultural workforce, how to motivate employees, how to retain employees and how to build sales through your employees and other topics.</p> <p>The Chamber also developed a curriculum called "Managing a Meeting". This curriculum is useful for NGO's, larger organizations and First Nations. It deals with minute taking, communications, archiving, how to organize a meeting for results, notes taking and general administration techniques.</p> <p>http://www.whitehorsechamber.com/</p>
Youth Achievement Centre	Youth	Provide services for at risk youth generally between the ages of 12 to 29, job search skills, tutoring, some employment skills, and encouragement to remain in school
Yukon College	Individuals wanting to develop skills and knowledge in for work, for further study and for life	Comprehensive community college providing a broad range of training and education opportunities ranging from basic skills development to degree programs. In addition to Ayamdigut Campus in Whitehorse, twelve campuses situated throughout rural Yukon allow rural Yukon residents to access a wide range of courses, programs, and continuing education opportunities through on-site instruction or distributed learning opportunities.
	Trades programs/projects	Yukon College offers a range of pre-employment trades training including: carpentry, electrical, plumbing steam-fitter, welding, housing maintainer, and oil burner technician, and culinary arts (upon successful completion of

Comprehensive Skills and Trades Training Strategy Action Plan

Organization	Clientele	Training Programs/Services
		<p>the pre-employment programs, participants are able to challenge the Level 1 apprenticeship exams in their respective trades. Pre-employment trades training is available in rural Yukon on a contract basis.</p> <p>For students needing to strengthen their academic skills for the trades, Yukon College offers an apprenticeship preparation program which blends math and science with applied practice in the trades.</p>
	<p>Individuals wanting to improve employment and academic skills</p>	<ul style="list-style-type: none"> • Yukon College offers programs and courses that allow students to acquire the skills and knowledge necessary to enter trades, professional programs, university transfer programs, or to access employment. • Skills for Employment –project based program designed to improve the personal and academic growth of students. The program covers language and math skills up to the College Preparation level as well as life skills development to enhance educational and employment opportunities. The federally defined nine essential skills are the core of this program. <p>Essential Skills</p> <ul style="list-style-type: none"> • This initiative is for individuals, including individuals with FASD, who lack the necessary employment skills and basic literacy to obtain entry level employment or to access education and training programs to develop their basic skills (This project is funded through AEB). • College Preparation enables students to obtain prerequisites for vocational and technical programs or for further study in professional or university transfer programs. Most College Preparation courses are high school equivalency courses articulated through BCCAT • To enhance a student's preparatory pathway to career and academic program, Yukon College offers preparatory programs, such as the apprenticeship preparation program or the pre-survey tech program which allow students to take pre-requisites while taking some coursework in their field of interest. Such programs may offer students conditional acceptance into career or academic programs. • The ESL program is designed for domestic

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Organization	Clientele	Training Programs/Services
		and international students wanting to develop English language skills at an intermediate or advanced level.
	First Nations	First Nation Initiatives Department works with FN to ensure that Yukon College is meeting the education and Training needs of Yukon First Nations
	Career, Academic and Personal Counselling	Innovators in the Schools offers opportunities to promote science and technology to public school age children (this is funded through the Department of Education)
	Examples of Some Existing Partnership Programs	<p>Rural Yukon Residents: Essential Skills in Rural Yukon</p> <p>This project offers residents of rural Yukon to develop essential skills within the context of their work or of an area of interest. (this project is funded through AEB)</p> <p>Children: Yukon College offers a range of summer camps for children from ages 8-15 including science camp, computer camp, and youth exploring trades (funded through AEB , YC, and camp fees)</p> <p>Youth: Working & Leading – Course aimed at youth with barriers to employment between the ages of 18 and 25.</p> <p>In the program they learn about the job search process with a focus on four theme areas: Work Skills; Life Skills; Leadership Skills; Learning how to learn. (100% Service Canada funded.)</p> <p>Older Workers: Targeted Initiative for Older Workers (TIOW) This program serves participants between the ages of 55 to 64 (those between the ages of 50 and 54 may also be considered) to assist them to develop the skills and confidence to actively participate in the local labour market. (Partnership between Service Canada, AEB, and Yukon College).</p> <p>Newcomers to Canada: Enhanced Language Training</p> <p>This initiative offers Newcomers to Canada an opportunity to learn English language skills, workplace experience, and Canadian regulatory information necessary to secure employment in their vocational fields. (funded through CIC and AEB)</p> <p>Temporary Foreign Workers: Workplace Language Skills</p>

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Organization	Clientele	Training Programs/Services
		This project offers employers on-the-job English language training for their employees who may need to develop their workplace language skills. (This project is funded by both AEB and participating employers)
	Women in Trades	Yukon Women in Trades and Technology (YWTT) http://www.yukoncollege.yk.ca/
Yukon Council on disABILITY	People with disabilities	<ul style="list-style-type: none"> • Provide pre-employment services including: assistance with résumés, cover letters and interviews skills • Provide employment services including: assistance with job searches, interviews, job coaching, work experience placements and follow up services. • Provide computers, internet, email, fax and long distance phone services related to employment and education. • Provide assistance with funding applications including: facilitating wage support programs with employers, financial support for education/training and funding for equipment/accommodation needs related to employment and education. • Provide information service and referrals • Offer lending library and training on assistive technology and adaptive equipment. • Computer training courses periodically available http://www.ycod.yk.ca/

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Organization	Clientele	Training Programs/Services
<p>Yukon Federation of Labour</p>	<p>All workers</p>	<p>Serving the learning needs of a variety of people in Yukon, Yukon Federation of Labour (YFL) aims to provide quality education through the offerings of 21 courses, through three training streams: Health and Safety, Labour Education and Professional/Personal Development.</p> <p>YFL prioritizes health and safety training through an array of courses such as Basic OH&S, Chemical Hazards and WHMIS Awareness, and a series of Return to Work courses. YFL's newest undertaking has been the launch of a certificate in Health and Safety Basics for Migrant or Foreign Workers.</p> <p>YFL's training also extends to all workers and employers in the areas of labour education and professional/personal development through such offerings as Leadership, Assertiveness, Prevention of Violence in the Workplace, Understanding and Preventing Stress in the Workplace, and Women in Leadership. YFL's union technical courses such as Steward training, Collective Bargaining and Facing Management are also in high demand.</p> <p>Since the launch of YFL's training and education division in 2006, YFL's qualified facilitators utilize an array of effective, value-added teaching styles and techniques to suit various learning needs. YFL is also open to offering training at their training facility or at other places of work.</p> <p>Commencing in September, 2010, YFL will be offering a variety of courses in outlying communities, i.e. Dawson and Watson Lake.</p> <p>http://www.yukonfed.com/</p>
<p>Yukon Learn Society</p>	<p>People with disabilities</p>	<p>One on One Tutoring in all disciplines, computer course in MS Software Beginner & Intermediate, soft-skill workshops, drop in computer lab.</p> <p>All services are available in the communities based on demand.</p> <p>http://www.yukonlearn.com/</p>

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Organization	Clientele	Training Programs/Services
Yukon Mine Training Association – partnership between industry and First Nations	First Nations and Yukoners	<ul style="list-style-type: none"> • Free online safety training courses • YMTA computer lab • Mine Training Resource Library • Funding for training- partnership with Industry and communities • Funding for training- individuals • Curriculum and Program Development • First Nations Wage Subsidy Program • Training Liaison Workers in the communities of Teslin, Carmacks and Watson Lake • Provide Mining Career Awareness information • Database of Training Providers and Potential Funding Sources available (Will be available soon) • Determining Yukon mining industry labour force needs and meeting those needs through the delivery of targeted training programs <p>http://www.yukonminetraining.com/</p>

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Organization	Clientele	Training Programs/Services
Yukon Tourism Education Council	All	<p>Provide training and education to businesses:</p> <p>Customer Service Training</p> <ul style="list-style-type: none"> • Health and Safety Workshops • Train the Trainer/Supervisory Skills • International Event Management Standards • Heritage Interpreter Training • Job Readiness/Transferable Skills programming for all target groups • National Professional Certification - 55 occupations • National Compensation Survey/LMI • Tourism Business Survey/LMI • Language Benchmarks • Career Development/Awareness • Job Descriptions/ Performance Evaluations • Community Tourism Planning/ Capacity Development • Research – national/international • Apprenticeship/processes/ mapping • Canadian Workplace Experience • Development – Product and Norm Referencing • Foreign Credential Recognition • Hospitality Skills • Employer of Choice • Discover Tourism.ca • Emerit programs • Performance Based Standards • Tourism Insider Suite (Business Plan Builder, Hidden Talents) Trade secret <p>http://www.yukontec.com/</p>

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Organization	Clientele	Training Programs/Services
<p>Volunteer Bénévoles Yukon</p>		<p>Offers three trainings a month (Lunch & Learn's, Video Conference, and evening Board Leadership Training) on topics relevant to boards, councils and non-governmental organizations.</p> <p>We additionally tailor specific workshop programs for community organizations across the territory by request. As well, we provide support to organizations having specific problems or concerns, or requiring recommendation, resources, trainers or consultants. These services are available everywhere in Yukon and include:</p> <ul style="list-style-type: none"> • Coaching, mentoring, and facilitation services to reinforce the learning are delivered by YVB • Consultation services • Trainer database • Professional database • Volunteer opportunities database • Online Resources • In-house Lending Library <p>We additionally organize an annual 2-day event to support non-profit organizations.</p> <p>www.volunteeryukon.ca/</p>

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Organization	Clientele	Training Programs/Services
<p>Yukon Women in Trades and Technology (YWITT)</p>	<p>Adult Women and Girls</p>	<p>YWITT hosts workshops throughout the year in Whitehorse and in the communities that allow Yukon women to gain experience in trades and technology. These workshops include:</p> <ul style="list-style-type: none"> • Woodworking (Introduction & Advanced) • Drywalling • Painting • Small Engine • Car Care Clinic • Intro to Carpentry (Shed/Greenhouse Building) • Silversmithing (Introduction & Advanced) • Intro to Tiling • Train the Trainer • Energy Efficient Window Upgrade • Bicycle Maintenance • Electrical Workshop • Computer Building Workshop <p>YWITT also hosts 2 educational conferences for young women: Young Women Exploring Trades (grade 8 girls) and the ms infinity conference (grade 9 and 10 girls). YWITT will design and deliver speciality workshops with community youth group, at risk groups and school groups in Whitehorse and across Yukon.</p> <p>www.yukonwitt.org</p>

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Yukon Government Department	Branch or Office	Clientele	Training Programs/Projects	Status
Community Services	Protective Services		Type I – Initial Attack – 10 day specialized training for new Wildfire crew members.	Seasonal
Community Services	Protective Services		Incident Management – ICS 300 National Standard – module-based – natural disaster, flood, fire command.	Ongoing
Community Services	Protective Services		Helicopter Safety Orientation.	Annual
Community Services	Protective Services		Volunteer Fire Fighter Training Program.	Annual
Community Services	Protective Services		Specialized emergency services training delivered within communities – water rescue, motor vehicle extraction.	Periodic
Community Services	Protective Services		Primary Care Paramedic	Ongoing – next 2 years
Community Services	Protective Services		Advanced Care Paramedic	Ongoing – next 2 years
Community Services	Protective Services		Education Bursary to provide Primary Care Paramedic training to community attendants within rural communities (\$60,000 annually).	Periodic
Executive Council Office	Development Assessment Branch		Host internal and external conferences, workshops and forums focused on implementation of Yukon Environmental and Socio-economic Assessment Act (YESAA).	Periodic
Executive Council Office	Development Assessment Branch		Present at workshops focused on environmental assessment.	Periodic
Executive Council Office	Governance Liaison & Capacity Development	First Nations	The Executive Development Program (EDP) started as a pilot project between CAFN, Yukon College and Yukon	Ongoing multi year project

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Yukon Government Department	Branch or Office	Clientele	Training Programs/Projects	Status
	(GLCD)		<p>government to develop and deliver an accessible, accredited and culturally relevant Yukon College governance and public administration certificate. The certificate is focused on the professional development of executive and senior management staff to enhance the operations of First Nation governments.</p> <p>The First Nations Executive Development Program (FNGPA): Building upon the EDP pilot, the FNGPA includes a community-based course offering to all Yukon First Nations starting spring 2010. The long term goal is for the full FNGPA Certificate to be extended to staff at all Yukon First Nation, Yukon, Federal and municipal governments, as well as others interested in a FNGPA Certificate.</p> <p>The FNGPA courses are transferable to a diploma or degree at a number of academic institutions, including Camosun College and the University of Northern British Columbia.</p>	
Various Departments leading certain major construction projects	Various - contact ECO-Land Claims	Kluane, Kwanlin Dun and Carcross/ Tagish First Nations	Yukon Asset Construction Agreements (YACAs) are triggered for these three First Nations when Yukon proposes to construct major capital assets in each Traditional Territory. These Agreements provide economic benefits including employment, training, business and other opportunities.	Ongoing; but the KDFN provisions expire in 2017; the KFN provisions in 2024 and the CTFN provisions in 2026.
Economic Development	Film and Sound Commission (FSC)		Support for filmmaker workshops through the Film Training Fund.	Ongoing

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Yukon Government Department	Branch or Office	Clientele	Training Programs/Projects	Status
Economic Development	Film and Sound Commission (FSC)		Filmmaker training project.	Pilot project
Economic Development	Regional Economic Development (RED)	First Nations	<u>First Nation Pilot Employment Initiative</u> . To pilot a model that seeks to improve Aboriginal workforce participation rates by matching potential employees with Yukon businesses experiencing labour shortages. Key Activities include: Research programs in other jurisdictions; Employment Brokerage, matching a total of 12 Whitehorse-based participants from each of the two First Nations; and Participant Employment Support Services (coaching).	Pilot Project
Education	Advanced Education		Lead for developing the Labour Market Framework using four pillars: training and development, recruitment, retention and LMI that will general five strategies: Training, national recruitment, employee retention, immigration and LMI.	Project
Education	Advanced Education		Manage the Employment Benefits and Support Measures under the Labour Market Agreement (LMA) and Labour Market Development Agreement (LMDA).	Ongoing
Education	Advanced Education	<ul style="list-style-type: none"> • Youth • First Nations 	Student Financial Assistance - provide Yukon Grant, Student Training Allowance and other grants, bursaries loans and awards. Administers the application and approval process for Canada Student Loans and Bursaries.	Ongoing
Education	Advanced Education	<ul style="list-style-type: none"> • Youth • Women in Trades • First Nations 	Apprenticeship, Tradesperson Certification, Secondary School Apprenticeship, Interprovincial Standards Red Seal Program, Industrial training assistance	Ongoing

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Yukon Government Department	Branch or Office	Clientele	Training Programs/Projects	Status
		<ul style="list-style-type: none"> • Workers • Employers • Unemployed 	and initiatives	
Education	Advanced Education		Register Yukon Trade Schools	Ongoing
Education	Advanced Education		Yukon College - Dept. of Education provides base-budget.	Ongoing
Education	Advanced Education	<ul style="list-style-type: none"> • First Nations • Women in Trades • Older workers • Persons with disabilities 	Community Training Funds	Ongoing & Projects
Education	Advanced Education	First Nations	Training Policy Committee	Ongoing
Education	Advanced Education	Youth Post Secondary Students	Student Employment Programs-Summer Career Placement (SCP) and Student Training and Employment Program (STEP). Computer Camps, Youth Exploring Trades.	Ongoing
Education	Public Schools		Developing leadership training program for potential school principals and vice-principals.	Beginning
Energy, Mines and Resources (EMR)	Agriculture		Assistance with wage costs. Program areas focusing on training opportunities, courses, seminars and mentorship for agricultural producers.	Ongoing
Energy, Mines and Resources (EMR)	Minerals	First Nations	Contribution agreement to Yukon Mine Training Association (YMTA) to provide a range of training and recruitment activities throughout the next two years to highlight jobs in mineral	Ongoing

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Yukon Government Department	Branch or Office	Clientele	Training Programs/Projects	Status
			sector specifically targeted to First Nation individuals and also to provide training for a range of jobs in this industry.	
Energy, Mines and Resources (EMR)	Oil and Gas Resources (OGR)		Jobsite Transportation Fund - Oil and Gas Resources has provided travel assistance to drilling companies and local labour unions. This assistance helps Yukon resident rig workers and pipefitters to obtain on the job training outside the Yukon that they would not otherwise get if travel assistance was not provided.	Ongoing
Energy, Mines and Resources (EMR)	Oil and Gas Resources (OGR)	First Nations	Benefits Agreements (BA's) pursuant to Yukon's <i>Oil and Gas Act</i> .	Ongoing
Environment	Conservation Officer Services	Youth	Youth Programs: Y2C2 (Yukon Youth Conservation Corps, Green Team), CAT (Conservation Action Team)	Seasonal - Summer
Environment	Conservation Officer Services		Hunter Education and Educational Outreach (hunter education courses and Canadian Firearms Safety Course)	Ongoing
Environment	Conservation Officer Services		Outdoor recreation specialty and instructional workshops	Ongoing
Environment	Conservation Officer Services	First Nations	First Nations Conservation Liaison Officer – Education Outreach to First Nations, individual hunters and fishers on the land	Ongoing
Environment	Conservation Officer Services		Teacher Resource Support (i.e. Project WET, Project WILD, Project Caribou)	Ongoing
Environment	Conservation Officer Services		Conservation Officer Training & Standards Program (internal training and recertification program – 6 month renewals – firearms, self-defense, use of force)	Ongoing

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Yukon Government Department	Branch or Office	Clientele	Training Programs/Projects	Status
Environment	Fish & Wildlife		Developing and maintaining a pool of qualified technicians for short term projects (casual)	
Environment	Fish & Wildlife		Trapper Education & Certification (Legal requirement to provide instruction on sound, humane harvesting, pelt handling and legislative requirements).	Ongoing
Environment	Parks, Fish & Wildlife		Career Development & Training Plans. Identify opportunities and develop training programs to keep specialists current with advances in scientific methodologies.	Ongoing
Environment	Parks, Fish & Wildlife	First Nations	Working with First Nations to recruit local First Nation citizens for training opportunities, building shared programs and opportunities to provide staff inter change.	Periodic
Environment	Parks, Fish & Wildlife, Env. Programs, Conservation Officer Services (COS)		Public Education & Interpretive Programs - National Wildlife Week, Celebrating Yukon Parks, Celebration of Swans, Yukon Biodiversity Awareness Month, Nature Interpretation programs, assistance with the establishment of a Centre of Research Excellence Socio-economic assessment of the affects of the bison re-introduction program, etc.	Ongoing
French Language Services Directorate (FLSD)			The Adult French Language Training Centre in Whitehorse offers day and evening classes to Government of Yukon employees and the public from beginner to advanced levels. It also offers a week-long intensive French language training at the Centre.	Ongoing
French Language Services Directorate			A new three-hour training session on "Providing services in French to Yukon Citizens" is available to all employees through the Staff Development	Once or twice every quarter.

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Yukon Government Department	Branch or Office	Clientele	Training Programs/Projects	Status
(FLSD)			Branch. This orientation session presents Yukon's <i>Languages Act</i> , the Policy on French Language Services, the French-speaking community's service priorities, French training opportunities and information on how to actively offer service in French even if an employee is not bilingual.	
Highways & Public Works (HPW)		First Nations	Branch Transportation Maintenance. Northern Strategy Training Program in Highway Maintenance and equipment operation provides skills and training to Yukon First Nations members to make them job ready as Labourer, Heavy Equipment Operator I (HEO) and HEO II.	Project
Highways & Public Works (HPW)			For persons interested in trades to complete apprenticeships in the department. Partnership with the Department of Education whereby Education registers apprentices through the apprentice program and HPW provides a worksite.	Ongoing
Highways & Public Works (HPW)			Develop and maintain a pool of candidates throughout the Yukon for short and long term assignments. (Auxiliary and casual positions).	Ongoing
Health and Social Services (H&SS)		Social Assistance Clients	Funding to support Social Assistance Clients to gain vocational skills through formal education and training which lead to self sufficiency. Funding for job coaching and mentoring.	Ongoing
Health and Social Services (H&SS)	H-1		Bursaries for medical students, nursing students and other health professional students.	Project
Health and Social Services	H-1		Medical residents – funding support for additional medical residents to train in Yukon,	Project

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Yukon Government Department	Branch or Office	Clientele	Training Programs/Projects	Status
(H&SS)			funds to support resident preceptors.	
Health and Social Services (H&SS)	H-1		Funding to support hospital employees training to provide needed service – Operating Room nurses and ultrasound technicians.	Project
Health and Social Services (H&SS)	H-1		Emergency medical services training.	Project
Health and Social Services (H&SS)	H-1		Continuing nurse education funding.	Project
Health and Social Services (H&SS)	H-1		Yukon Health Human Resource Strategy development.	Development phase
Public Service Commission (PSC)			Employee Development Assignment Program supports knowledge transfer from experienced employees to new employees.	Ongoing
Public Service Commission (PSC)			Rotational Assignment Program provides opportunities for high potential leaders to gain experience and knowledge in critical areas.	Ongoing
Public Service Commission (PSC)	Corporate Human Resource Services (CHRS)	People with disabilities	Training & Work Experience Program for people with Disabilities (Disability Employment Program). Computer based skills analysis for office administration	Ongoing
Public Service Commission (PSC)	Corporate Human Resource Services (CHRS)		Job Experience programs.	Ongoing
Public Service Commission (PSC)	Corporate Human Resource Services (CHRS)	First Nations	First Nations Training Corps On the job training program to increase the number of First Nations employees in YG or First Nation Governments as well as to gain work experience	Ongoing

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Yukon Government Department	Branch or Office	Clientele	Training Programs/Projects	Status
			for recent graduates from post secondary. Secondments for First Nation Government employees to work at Yukon government to receive training.	
Public Service Commission (PSC)	Corporate Human Resource Services (CHRS)	Youth	GradCorps Yukon is an internship program (one-year contract) that helps bridge the experience gap by giving Yukon graduates valuable public service work experience and a chance to increase career potential.	Ongoing
Public Service Commission (PSC)	Policy Planning & Communication (PPC)	First Nations	Aboriginal Employees Forum (AEF) AEF is a forum of aboriginal employees (First Nation people from Yukon and other parts of Canada, Inuit and Métis) to network and develop a culturally pertinent support system and connect with aboriginal role models. Professional development workshops are provided to members of AEF.	Ongoing
Public Service Commission (PSC)	Staff Development Branch		Public Service Commission Staff Development Quarterly outlines a range of training opportunities for employees.	Ongoing
Public Service Commission (PSC)	Staff Development Branch		Yukon Government Leadership Forum (YGLF) seeks to improve the self-awareness, knowledge, and strategic leadership skills of employees and potential leaders in the Yukon government.	Ongoing
Public Service Commission (PSC)	Staff Development Branch		The Management Development Program focuses on developing personal leadership skills and introducing the theory and concepts behind good management and leadership decisions.	Ongoing
Public Service	Staff Development		The Supervisory Success Program provides practical	Ongoing

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Yukon Government Department	Branch or Office	Clientele	Training Programs/Projects	Status
Commission (PSC)	Branch		knowledge and hands-on skills for front-line supervisors.	
Public Service Commission (PSC)	Staff Development Branch		Leading and Learning in Yukon Communities is a modified Supervisory Success Program designed specifically to meet the needs of supervisors living and working in Yukon communities.	Ongoing
Public Service Commission (PSC)	Staff Development Branch		Professional & Technical Training Program provides funding to support the acquisition of knowledge and skills for employees as they take on new roles required by the organization.	Ongoing
Public Service Commission (PSC)	Staff Development Branch		Organizational Health Unit promotes safe and healthy workplace initiatives.	Ongoing
Tourism and Culture	Tourism Branch		Product Development Partnership Program	Ongoing
Tourism and Culture	Tourism Branch – Product Development & Research Unit	First Nations	Yukon - wide First Nations Tourism Strategy (3 year project) A high level strategy blueprint for First Nation tourism development across Yukon. Will identify common challenges and opportunities for tourism development (capacity, land, training needs, etc.).	Ongoing
Women's Directorate		Women in Trades	Development and implementation of a full-time 16-week trades exploration course for women.	Ongoing
Yukon Housing Corporation			Cross-training in lending areas.	Periodic
Yukon Housing Corporation			Residential Mechanical Ventilation Installation Level 1 and 2	Annual
Yukon Housing			<i>Self Help Builders' Course</i> 12 night course covers all	Annual

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Yukon Government Department	Branch or Office	Clientele	Training Programs/Projects	Status
Corporation			aspects of managing the construction of a house: Finance, Choosing a lot, House Design, Energy Efficiency, Overview of Construction, Costing, Construction Management, Prep of a Workplan	
Yukon Housing Corporation			Residential Mechanical Ventilation Design (level 1 and 2). To become a certified Ventilation Designer/Installer or Advisor	2009-2010
Yukon Housing Corporation			<i>Contractors' Breakfasts</i> <ul style="list-style-type: none"> • Sustainable Housing • Super GreenHome Energy Efficient Construction • Indoor Air Quality • Super GreenHome Construction Workshop – Challenges • Super Insulated Retrofits • Alternative Wall Systems Double wall, triple wall, Structured Insulated Panels (SIP) 	Ongoing
Yukon Housing Corporation			<i>Riello Oil Burner Training (2 day)</i> Training for oil burner mechanics on the Riello including a 1 day at the RL-50 (Athlete's Village)	2009-2010
Yukon Housing Corporation			<i>Tekmar Controls</i> Training for the control systems for oil burners - for electricians	2009-2010
Yukon Liquor Corporation			First Level Manager Program, Sales Associate Program.	Periodic, self-paced, interactive
Yukon Liquor Corporation			Product Knowledge Training Course – 3 levels	Periodic, correspondence

Appendix 3 - Community Training Fund 2010-2011

The Community Training Funds (CTF) initiative is a proven means of addressing the training needs of Yukon people. The funding provides Yukoners with training opportunities to succeed in the ever-changing local and global economy. The Community Training Funds have three streams: 1) community-based 2) economic sector-based 3) project related.

CTF-Community-Based and Economic Sector-Based
Campbell Region Training Fund enhances the employment and training opportunities of Ross River and Faro area residents.
Community Training Trust Society (Association of Yukon Communities - AYC) assists with training Yukon municipalities, local advisory councils and First Nations.
Cultural Industries Training Fund (Yukon Arts Centre Corporation) provides training for individuals employed by or working in Yukon cultural industries.
Haines Junction/Champagne Aishihik Training Fund enhances employment and training opportunities for Haines Junction and Champagne Aishihik areas.
Heritage Training Fund (Yukon Historical & Museums Association) – provides limited term training for independent heritage workers, groups and sectors to enhance skill development for employment.
Klondike Region Training Fund offers employment training opportunities for residents of the Klondike Region.
Silver Trail Training Fund provides training opportunities for residents in the Mayo, Keno, and Elsa area.
Yukon Tourism Training Fund (Tourism Industry Association of Yukon) provides training opportunities in the tourism industry.
Watson Lake Training Fund provides training opportunities for residents in the Watson Lake area.
Yukon Environment Training Fund (Yukon Conservation Society) trains individuals employed by environmental groups or those working on environmental issues in Yukon.

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CTF-Project Related Funding
<p>Enhanced Language Training Yukon College is currently delivering a 15-week program consisting of 13-weeks of full-time instruction and 2-weeks of work placement for 20 skilled workers, who are permanent residents or protected persons, to develop their English language skills.</p>
<p>Learning Disabilities Association Yukon (LDAY). To enhance education and employment training support services to adults with learning disabilities in Whitehorse. Support for the Dawson City Outreach Office is also provided which services Dawson City, Pelly, Mayo, Old Crow, Faro, Ross River and Carmacks.</p>
<p>Skills Canada Yukon. The Community Training Fund supports various expenses for the operation of the Skills Centre and Skills Clubs.</p>
<p>Student Training and Employment Program/ Summer Career Placement. The Employment Training division of the Advanced Education Branch offers a wide variety of career and employment related programs that benefit both Yukon Employers and Yukon Students.</p>
<p>Targeted Initiative for Older Worker Program (TIOW) with Service Canada to deliver a program targeted towards unemployed older workers in vulnerable communities aimed at increasing their employability, reintegrating them into employment and ensuring they remain active and productive labour market participants while in their communities</p>
<p>Trades Exploration and Preparation for Women Course - Yukon College/YWITT. Delivery of a seventeen week Trades Exploring & Preparation Program for Women that will accommodate 10 to 12 women and will create a comfortable and non-competitive environment in which to practice new and unfamiliar skills.</p>
<p>Women In Trades and Technology (WITT) promotes women in trades and technology and offers training courses to students, young girls and adult women in conjunction with the recommendations contained in the Women and Trades and Technology Update Report (Madsen Report 2005) and as per terms of their funding agreement.</p>
<p>Yukon College – Sheet Metal Worker Pre-Employment Yukon College is currently delivering the sheet metal program consisting of 16 courses. The program provides the opportunity to challenge the Sheet Metal Apprenticeship Level 1 exam and acquire the skills and knowledge to make a successful transition to an entry-level position in the work force in the Sheet Metal Worker trades.</p>
<p>Yukon College - Survey Technician Program. Yukon College is currently delivering a 35 week program consisting of 10 courses that is accommodating 12 students</p>
<p>Yukon College - Oil Burner Tech 2. Yukon College delivered a 10-week program consisting of 11 courses.</p>

Appendix 4 - Labour Market Development Agreement (LMDA) 2010-2011

Through LMDAs, the Government of Canada currently provides Yukon with \$ 3,500,000 annually to design and deliver skills and employment programming to help unemployed insured participants Yukoners to upgrade their skills, get on-the-job experience, find a job or become self-employed. Through this agreement, Yukon designs and delivers programs meeting its local needs.

Employment Assistance Service Agreements

Employment Assistance Services (EAS) assist organizations in the provision of employment services to unemployed persons. These services may include: provision and sharing of labour market information, employment needs assessment, career planning, employment counselling, diagnostic assessment, job search skills, job finding clubs, job placement services, development of a Return to Work Action Plan, case management and follow-up of a participant in an employment program.

Employment Assistance Services provide employment services for unemployed persons who are Canadian citizens or permanent residents, and are legally entitled to work in Canada. Active Agreements are:

1. Klondike Outreach – June 2008 – May 2011
2. Yukon Council on Disability – April 2008 – March 2011
3. Watson Lake Outreach – April 2008 -July 2011
4. L'Association franco-yukonnaise (SOFA) – October 2008 - September 2011
5. Employment Central – December 2009 – January 2012
6. Yukon Workinfontet (YUWIN) April 2008 – March 2011

Self-Employment Program

Self-Employment assists unemployed eligible individuals create jobs for themselves by starting a business. Currently there are 7 individual clients in the self-employment program.

Dana Naye administers a feasibility study, assists self-employment clients in developing their business plans and provides assistance to individuals in their first year of self employment. The current contract with Dana Naye is from August 2009 to August 2010.

Target Wage Subsidy

Targeted Wage Subsidies (TWS) assist unemployed eligible individuals enhance their skills and improve their employability. Targeted Wage Subsidies (TWS) provide employers with financial assistance towards wages of eligible individuals whom they hire.

Skill Development Employment Benefit

Skills Development provides funding to eligible individuals who require skills training to secure employment. With the financial assistance provided by Skills Development, individuals arrange and pay for their own training.

Apprenticeship

The Skill Development Program supports for individuals to attend apprenticeship training.