

OKANAGAN TRAINING & DEVELOPMENT COUNCIL (OTDC)



SERVICE AREA SUCCESS STORIES 2016/2017

**FOR THE ABORIGINAL SKILLS AND
EMPLOYMENT TRAINING STRATEGY (ASETS)**

Service Area Reports



WEST KOOTENAY SERVICE AREA

Darryl Harsch

Bachelor of Science in Nursing

Darryl has inspired Selkirk College to be serious about Reconciliation by setting the stage for a good intervention; communication. Together with his instructors and family support we were able to utilize the cultural gathering place to host a circle that would change the mindset of the nursing



department. The entire nursing instructors participated in a *Cultural Awareness* training and have been including a cultural perspective since then.

Without Darryl, this would not have come to light. Darryl had gone home to Vancouver Island, where he registered to complete his education. He got involved with the Indigenous Initiatives Council and became an advocate for other students. He recently graduated from university of Victoria and is currently working as a Community Health Nurse with the Nuu-Chah-nulth Tribal Council and loving it!



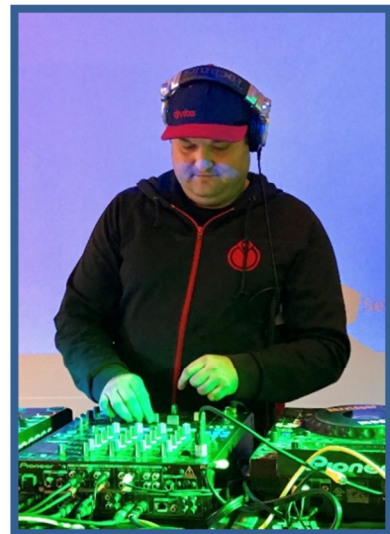
Selkirk College
Indigenous
Gathering Place

OTDC is very grateful for the use of the Gathering Place. This space has contributed to the success of our students by providing them with a home atmosphere. A place where they can connect to their culture and a place to learn about themselves.

MIKE PAYNE – DIGITAL MEDIA ARTS DIPLOMA

Mike has been a pleasure working with. He dedicates time giving back to the school utilizing his skills. He has done fantastic in the Digital Arts program including learning how to write code. He has a wide spectrum of skills and will be very successful in the future.

He has completed year one and two of the Digital Arts program. His ambitions are to find employment locally with BC Hydro or Mica Dams putting his skills to use





Brandon Exner – Avalanche Specialist

OTDC had funded Brandon for the Adventure Tourism Business Operation Diploma back in 2012. He had completed it and started working in the tourism area. In the winter of 2016 there had been many events associated with Avalanches near Brandon's workplace and Brandon needed to obtain his Avalanche Safety Training in order to maintain his job. He got his ticket and continued working with Lake Louise Ski Resort in Lake Louise, Alberta for the remainder of the winter season. We are thrilled that Brandon is continuing with his dream job and is now working with Spirit of the West - Kayak Adventures for the summer months. Great job Brandon!

Emily George Is very focused on her career and completed the Hairstylist Program

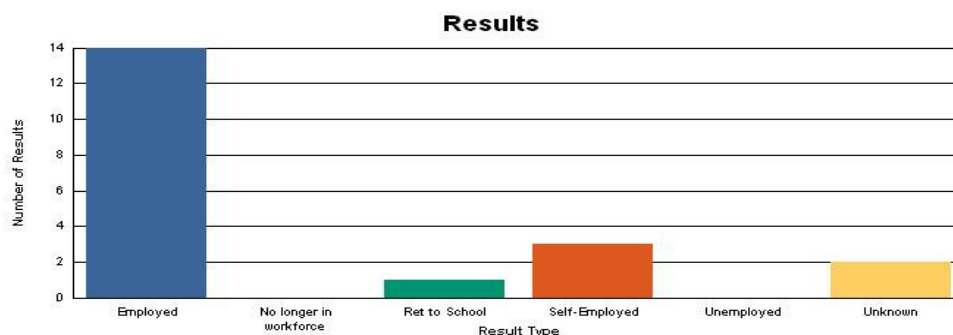
Shane Batting
Welder Foundation Program – He never hesitated to ask for help as he needed it and showed true determination to complete his program


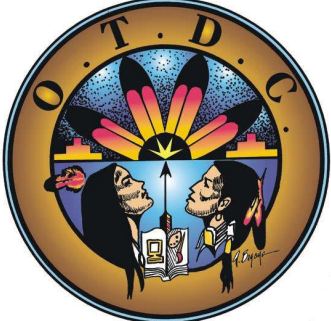


Santanna Hernandez
Rural Medicine Year 2 - She utilized her skills to be on the student council so she could be an advocate for other Indigenous Students. Well done!

Lesley Garlow
Social Service Worker. Lesley has worked so hard to accomplish her goals!

West Kootenays April 2016 to March 2017



	<p style="text-align: center;">WESTBANK FIRST NATION</p> <p style="text-align: center;">EMPLOYMENT & TRAINING</p> <p style="text-align: center;">(OTDC)</p>	
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Westbank First Nation and Okanagan Training Development council support First Nation clients to enter in to further training or sustainable employment by offering support and funding opportunities. In the past year 32 WFN members accessed services and approximately 80 First Nations off reserve accessed various funding opportunities. Supports consisted of supporting Trades, Business Administration, Health Care and short-term training in Safety Tickets, flagging, security guard and work supplies.

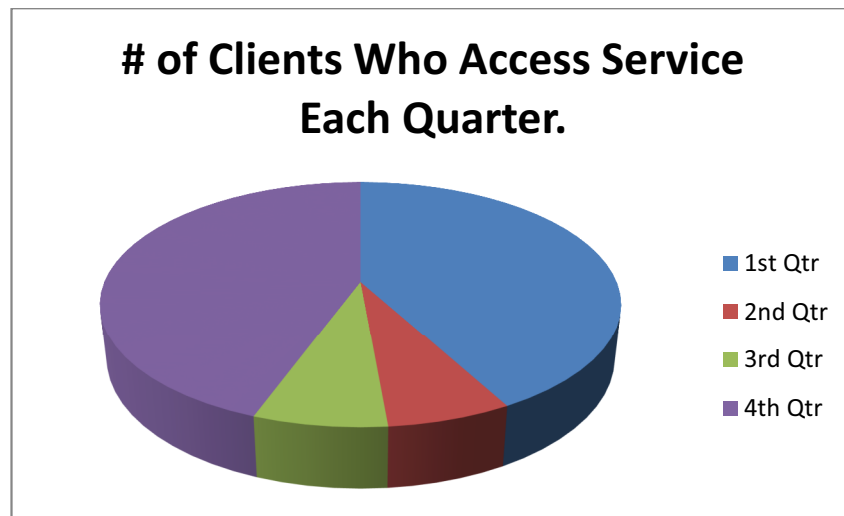
The past year has been busy organizing training programs to deliver group training. A partnership was established with WFN, OTDC, Okanagan College and BC Hydro to deliver the Construction Craft Program on reserve and at Okanagan College. There were 13 students who graduated successfully. During the program, the students had opportunity to work with Habitat for Humanity, completing a duplex for a family to move into. It was a great volunteer opportunity for them and since the completion of the program most of the students are now employed with various construction companies.



In December of 2016, the Heavy Equipment Program in Partnership with WFN, Work BC and the Southern Interior Construction Association, started with 18 students of which 16 successfully graduating. They will be, as part of their training on Heavy Equipment, learning to clear land that was started in the 2015 HEO program. This land will be used for future land developments projects.

Training Programs Funded

Environmental Technician training was delivered on reserve to participants to work in the field of Archeology. Trade's training that was sponsored was in Electrician, Carpenter, Automotive, and Plumbing. Health Care that was sponsored was in Medical Transcriptionist and Health Care Aid. Business Administration and Office Administration. Funding for Safety Tickets and Work Supplies for individuals who are returning to work. (Approx 30 clients received funding under this category)



The past year has been busy helping clients become self-sufficient and or return to school. As I write this report I also want to thank all the clients that came to me to establish action plans and goals to move forward and I wish you all the best in your endeavors.

The end of this fiscal year will also be my resignation from the OTDC Employment Coordinator position here at Westbank First Nation as I move on to enjoy my time and spend it more working closer to home. I have thoroughly enjoyed my time in this career and thank OTDC and WFN for all I have gained throughout these past few years.

Coreen Bernier, Employment Coordinator for WFN



Upper Similkameen Indian Band EAS 2016-2017 Final Report

Thank you to the Upper Similkameen Indian Band for giving me the opportunity to work with band members through the Okanagan Training & Development Council.

Upper Similkameen band member, Brandon Squakin has completed his 3rd year Millwright Apprenticeship training. One more year of training then Brandon will be a Red Seal Millwright Industrial Mechanic. I have to commend Brandon on his commitment to his training.

In the Construction industry, we had John Allison complete his foundation training in the Construction Craft Worker and soon after this training he was hired on by a company in Penticton. Way to go John, also John was selected to be poster boy for the Okanagan College for the next phase of the Construction Craft Training Level 2.

Two band members Christine Allison and Danette Whitney had taken the Tourism training at the Spirit Ridge in which both received a Special Recognition awards. Congratulations to these ladies

We had a summer student, Jodi McRae, working as an Admin assistant, this summer position gave her insight to how an office runs; she also helped out with the kids program with their trips and Cultural events. Jodi returned to school in September to begin her grade 12. What a milestone that will be for her.

We also referred Ian Brewer to a Heavy Equipment Operator's training through WorkBC, Ian did very well in this course, as he had top marks in the course. Good luck in your job search Ian, I am sure you will land full time employment.

We had a few members take various short term courses such as First Aide Level 1/ Excel courses, etc.

It has been a good year and I look to the next fiscal year

June 28, 2017



Service Area Report for OTDC

OTDC Annual Report June 2016-2017

Employment Counselor: Cheryl Dekock



Penticton Indian Band has had another very busy and successful year in 2016-2017. Time has just flown by. I have been serving my Community for the past 6 years as the EAS Employment Coordinator. Service Canada is our main source of funding, and there is always new challenges and hurdles that we have contend with to provide the best service for our clients. I always ensure best interest of my clients come first as it is my primary goal to help clients succeed. OTDC offers a course seat purchase for people looking to obtain a trade through the ITA or career certification through colleges or workplace training programs. We can offer a wage subsidy for up to a minimum 20 weeks as long as they have a guaranteed job at the end of training. OTDC also has a 3 year partnership established with PIB Social Development. We assist in getting clients trained and ready for the workforce. One of the tools that the Social Development team utilizes is the Employment Readiness Scale Assessment (ERS). Its purpose is to measure a client's strengths and weaknesses. This provides valuable information to assist me in helping clients be successful. This process is another way to help client get training, work experience and/or practical experience to develop workplace skills, improve employability and job readiness. This includes – wage subsidy, work clothes and certification, and short term courses such as WHIMAS and First Aid Driver Training – Class 5. This does not cover past driving infraction fines for Driver Training Programs.

There have been many training and development opportunities for myself through on the job training courses hosted by OTDC Administrators- Karen Abramsen and Debbie Conlin. OTDC Partnered with Okanagan College and Douglas College (Vancouver) to provide OTDC employee training. This included training opportunities such as (CDP) Career Development Practitioner Certification that commenced in the September 2016 and concluded in May 2017. Every year, I learn something new and exciting in my position as a Employment Counselor. Ongoing Professional Development Opportunities offered through OTDC enhance my skills and development on how to better work with clients to improve results.

We receive annual training in the ARMS Database to refresh our knowledge regarding updates to the system. We have been working with ARMS for the past 4 years and every year. These upgrades will always help OTDC Counsellors to be more efficient in providing timely reports regarding the work we do. PIB community members have had a great year with a variety of different training opportunities available to them such as the Partnerships developed with PIB Social Development; the PIB Adult Education

Department and (ICDL) Com-Tech Learning Solutions Inc. ICDL offered a 12 Week Keys To Employment Training Program consisting of essential skills; 5 days Basic Security Training; Food safe; Serving it right; WHIMAS; First Aid Level 1 safe talk – Suicide training; 2 days Flagging; 1 day CSTS and 3 day World Host Tourism Certificate. The Keys To Employment Program started in November 2016 and ended on March 31, 2017. The program included an identified job search component for those who completed all training. We now have several community members employed as security personnel and others working in grocery stores in the local area. I strive to build relationship to improve and strengthen our capacity in working with partners in the broader community such as Greyback Construction, Grizzly Excavating Okanagan College, Enowkin Centre, Foot Prints Centre & Westhills Aggregates. I am always looking at the same signora to help train, develop and employ as many people as possible. In 2016, our focus was on building capacity within the community and to get as many clients trained in diverse areas of interest. This year we have another community member, Chris Marchand, who has reached his goal of completing his level 3 Heavy Duty Mechanic training and is now looking forward to completing his Level 4 to become a Red Seal Heavy Duty Mechanic. Chris is currently employed by H&M Excavating who are mentoring his apprenticeship program. We have one person who has started a Business Administration Certificate Program at Okanagan College. His name is Jonah Cramer and he plans to continue on with his schooling in the years ahead at the Okanagan College. We also have another PIB member who is looking into the future and has decided to work on his level 3 Plumbing.

PIB has 1069 band members with 574 band members that live on reserve and 495 that live off reserve. I provide service to all band members and community members that are aboriginal who live on and off reserve.





OSOYOOS INDIAN BAND EMPLOYMENT SERVICES ANNUAL REPORT 2016/2017

Osoyoos Indian Band Employment and Training Department has had a very successful and productive 2016/2017 year. In partnership with Okanagan Training and Development Council, individuals have been trained in numerous areas and then have moved on to full time employment. The current unemployment rate is 3%.

Human Kinetics Diploma Program



Trenton Gabriel has successfully completed his first year of the Human Kinetics Diploma Program. He will move on to his second and final year in Sept 2017, after completion he will have gained a solid foundation of introductory study in the art of human movement. He has and will continue to learn principles, theories and practices in areas of health and wellness sport sociology, sport psychology, motor learning, biomechanics, and exercise physiology.

With these numerous skills and gained knowledge Trenton will be qualified and be able to gain employment as personal trainer, community health worker, or fitness worker.

Okanagan Correctional Centre Training and Employment



The Okanagan Corrections Centre opened in January 2017 on the Osoyoos Indian Band Reserve.

Alanea Holmstrom has completed her culinary level 1 Certification and is in process of completing level 2. She is employed as the lead cook and will continue to work toward her Red Seal Certification.

Kxansuluxw Hall has his level 1 & 2 culinary training and is also employed full time as a lead cook.

Nsyilxcen Language and Okanagan Studies

Roger Hall has successfully completed the Nsyilxcen Language and Okanagan Studies program at the Enowkin Centre. Roger's goal was to become employed at the Correctional Centre as the Aboriginal Spiritual and Cultural Advisor. His studies began in Sept 2016, and through determination and dedication he completed in April 2017.

Upon his completion he has been employed full time as the Aboriginal Spiritual and Cultural Advisor; in which he assists with all inmates at the Okanagan Correctional Centre with their Aboriginal, Spiritual and Cultural needs. The ASCA is a respected member of the home community who assists and guides inmates to follow the "Red Path" using teachings from his home community.

Job Fair

The Osoyoos Indian Band employment department is dedicated in assisting all band members and community members to gain employment. We host an annual job fair in collaboration with Open Door Group, in order for individuals to connect with employers throughout the Okanagan. This year we had 30 employers attend.



Summer Students

Youth are our future and it is crucial for them to gain the experience and employability skills they need in order to be successful in the labor force. Every summer we are dedicated in providing youth with summer employment and offer wage subsidy to the employers. Nk'Mip Canyon Golf Course employed 4 students this year and Nk'Mip Desert Cultural Centre employed 3 students under the summer student program. Thank you to these businesses for giving our youth a chance at growth and to experience the labor force.

I would like to thank everyone who contributes and assists the employment department.

Jarrah Feist, Employment Counsellor



2016-2017 ANNUAL REPORT - OKANAGAN INDIAN BAND

The Employment Assistance Services (EAS) Coordinator's office has been extremely busy this year in identifying programs and training which has been successful for the membership in their career choices which has been a strong focus on trades which will assist in the labour/workforce skills shortage. .

Accomplishments (April 2016-March 31, 2017)

Summer of 2016 provided Summer Student –Youth Development to 10 student to gain work experience and career exploration in 2 areas such as “Summer Day Camp Workers” and “FireSmart Student Workers”.

The FireSmart student workers learned the importance of FireSmart your home by First Nations Emergency Services Society (FNESS) Representative and focus for this year was to complete a FireSmart L1 to the Elders homes of OKIB (on-reserve) approximately 52 homes. The L1 included light fuel reduction and removal in a 10 metre radius of the home, activities included debris removal from underside of steps, balcony's, surrounding propane tanks and if necessary wood debris removal or relocating firewood stacks.

This platform allowed the students gain quality work experience they had little or no experience. Positive outcomes for the students is they enhanced a stronger understanding of expected norms and standards of health and safety precautions, strong communication skills, leadership principles'. Effective interpersonal skills and hands on and interactive work experience. As there were 52 homes, the lead hand would introduce the crew to the elder and explain the purpose of their visit while providing additional information to the elder about “FireSmart”.

Testimonies from the Summer Student Exit Forms:

1. **Looking at your summer work experience with Okanagan Indian Band, tell me about a time you felt most excited, most involved, and or most engaged within the organization:** -“Being involved and able to assist the elders of the community by firesmart proofing level 1 of their homes”.
2. **What made this “Question 1” an exciting and valuable experience?** -“my co-workers made this a valuable experience and not only did we all become friends but we were an effective team.”
3. **Who were the significant people or person that provided you the most valuable knowledge, skills, or work experience/wisdom?** -“Quaine & Cordell” -“Stacey gave me all the knowledge, skills of the stuff I did not know already” and -“Cordell always pushed me the most, made me work harder but also didn't make it feel like he was my boss”
4. **What five things/skills or miscellaneous items did you learn over your employment term that you did not already know?**
 - Conflict resolution
 - equipment safety and assembly
 - how to work with others
 - Interview skills
 - Timesheets
 - importance of team work & communication skills
 - How to be a leader
 - Firesafety
5. **How will this work experience will be beneficial to your studies and future careers?**
 - “that I should show up more often so I can get more money”
 - “Gave me work experience”
 - “This program was really a good learning experience and it made us work really hard.”

Youth-Student Accomplishments



Okanagan Indian Band Member Nathaniel Wilson “Nat” -**Environmental Resources Technology** Diploma program (transferrable to Thompson Rivers University Natural Resources Science Degree).

Nathaniel has entered the workforce in the fall of 2015 in the on-call capacity with the OKIB Territorial Stewardship Division, while proving his worth in hard work, dedication and commitment in adverse weather conditions. Nathaniel with the support of his supervisor Colleen Marchand, worked in partnership with various industries for capacity building which includes industry paying one year tuition of the Environmental Resources Technology Diploma program. Nathaniel

submitted application to OTDC for training allowance for year 1 as he was wait-listed for post-secondary funding.

Nathaniel completed year 1 with a 3.66 Grade point average and is currently working with BC Timber Sales (BCTS). He is also awarded with a First Nation Forest Council Scholarship for tuition and living allowance for year 2 of his diploma program. Congratulations Nathaniel.

Nathaniel has reaffirmed his dedication to his studies to pursue a career in the natural resources industries specifically fisheries. This experience has provided Nathaniel with many positive benefits; a strong foundation for his educational portfolio, endless career prospects, and a higher earning potential in order to be self-sufficient and a benefit to himself, his family and future generations of the Okanagan Indian Band and the Okanagan Nation.



Levi Trant (Phelan)

Levi, Okanagan Indian Band member, Graduation Class 2017 first arrived on our doors via Aboriginal Support Worker School District #22, Levi felt forestry was the fit for him and wanted hands-on experience to be sure while earning credits for Graduation. In a working relationship, Employment & Training, School District #22 and Territorial Stewardship Division (TSD-OKIB) provided Levi with work experience from April to June 2016.

Supervisor Colleen called Employment & Training in early July as Levi continued to show up for work every day even though the school year was completed as of June 29, 2016. As it turns out Levi enjoyed the Stewardship roles and responsibilities’ “We take care of the land, the land take care of us” and continued to show up for work every day in the summer of 2016 as an unpaid intern until it was time to return to school in the fall. True to form, one day past Graduation ceremonies;

Levi showed up to Territorial Stewardship Division doors ready to go to

work, and with his dedication and passion of the previous summer experience he was hired for the season of 2017. Way to go Levi and kudos for creating your own opportunities!!

LOWER SIMILKAMEEN INDIAN BAND SERVICE AREA



Tammy Peterson – Health Care Aide

Congratulations to Tammy! We were able to assist her in finding a career direction that would fit the local labour market. She has completed the Health Care Assistant program at Sprott Shaw with Honors! She has been extremely self-motivated to attend all classes and handing in documents on a regular basis. Tammy is a role model for her children and has had the support of family to help get her to her goals. She is now working at Haven Hill.

OTDC has sponsored 13 individuals with Job Start Supports. The intervention results have been very rewarding and served as a positive vehicle for these individuals who utilized the variety fund. OTDC was able to assist them with transportation, purchases of safety gear, and tickets that would better their chances at full-time employment. I raise my hands up to all of you that have worked toward and achieved meaningful employment.



*“Everyone has been made for some particular work,
and the desire for that work has been put in every heart.”*

– Rumi

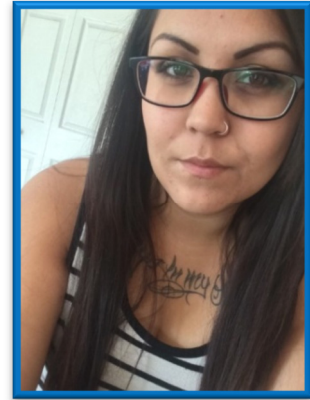
Dustin Hance – Red Seal Electrician



Dustin has his Red Seal Electrician Journeyman and has reached one of his monumental goals in his life. At the 8th Annual Aboriginal Graduation he had opportunity to address the audience and also to honor his instructor, Steve Danhert. Dustin's advice for young students starting out is to *“Stay in school and make sure you have the prerequisites for the career you want, get your math!”*

Alanna Dunn - Hairdressing

My name is Alanna Dunn and I'm from Upper Nicola Band. I graduated from the Cosmetology course at Okanagan Cosmetology Institute, Penticton campus, December '16. It was an amazing experience and I loved the hands on that was given. During my short 10 month course I came to love Up-do's, creating fun, beautiful, Avant Grande styles! I'm forever thankful to OTDC for allowing me to follow my dreams



Career Cruising



This year we started introducing *Career Cruising* to our students in School District #53 to give them a better start on their career goals. By identifying career matches based on their interests and skills, they can explore in-depth information on hundreds of occupations, including multimedia interviews, workplace photos, sample career paths, and more. Funding has become increasingly tough to access and with more planning they recognize they will be better prepared. It has been a valuable tool with participation from 18 youth.

Kayla Gibson – Education Assistant

Kayla enjoys working with children and wanted to get her certification as an Education Assistant. She has had some work experience at Ntampqen School in Similkameen and has gained some certificates of completion from various Education Assistant Conferences. When she made her decision to attend school there were no seats available at Penticton campus, however with some advocacy work we were able to obtain her a seat. With the quick turn of events she immediately started working with a tutor to help gain the prerequisites needed. Kayla has worked hard and was successful in gaining her certification in January 2017. She resumed her employment feeling more confident about her skills and plans to pursue higher education/employment opportunities in her future.





Ki-Low-Na Friendship Society
Employment Services
Annual Report 2016-2017
Prepared by Barbara Jagodics

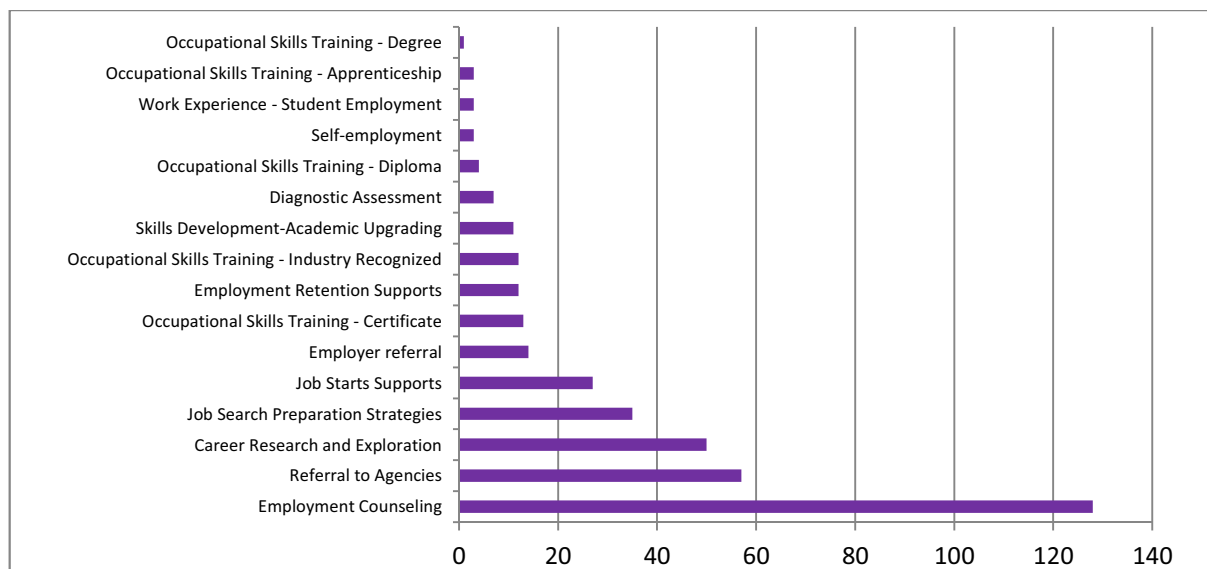


The Ki-Low-Na Friendship Society (KFS) houses the Okanagan Training and Development Council (OTDC). OTDC's mandate is in line with KFS:

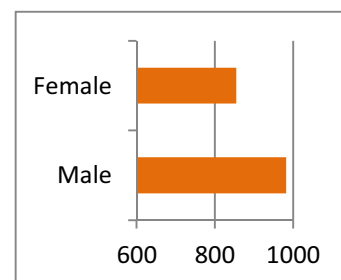
To encourage self-sufficiency for aboriginal individuals by addressing local and regional labour market and community needs and priorities through the delivery of employment and training programs and services.

This fiscal year, the goal for the department was to learn KFS/OTDC policy, local resources for referrals and to begin schooling at Douglas College in the professional career practitioner program. Meanwhile, servicing the local Urban Aboriginal population.

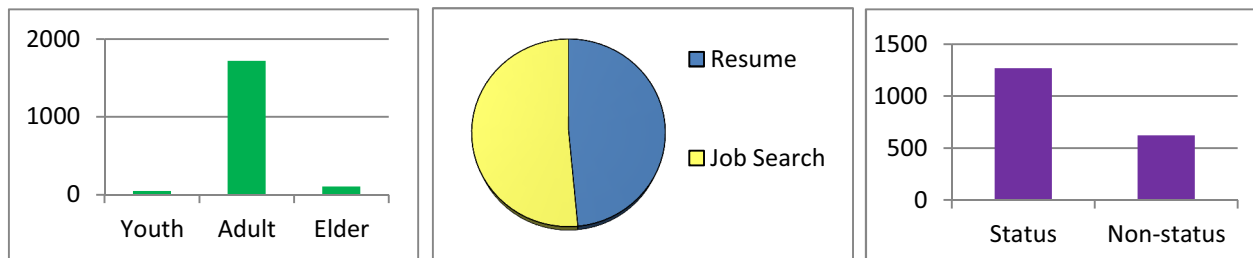
It has been a busy year as revealed in ARMS statistics. Clients entered into the data base were 161. The number of assessment provided was 530:



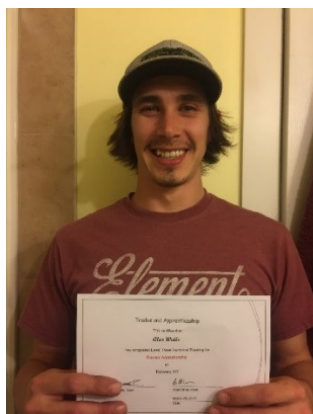
This year our walk-in sign-up sheet recorded 1892 signatures. These drop-in clients have access to online computers, telephone and assistance with resume writing and job search. Clients also receive referrals and short term employment counselling. Clients receiving longer-term assistance block 1 hour appointments and are registered into the mandatory Service Canada reporting ARMS data base.



Walk-in client's statistics continued:



KFS success stories



John Brooks completed level 2 plumbing. He was supported by OTDC for new tools and equipment to become employed full time Barry's Mechanical. John continues his apprenticeship towards a Red Seal.

Alex Wall completed level 3 plumbing and is employed full-time with Radian Mechanical Inc. as a 4th year plumbing apprentice. He is working in new housing construction in Kelowna.



KFS worked with year. Her autistic children. recommended for Labour Unlimited and accounts payable. The company gave her split shifts so she can attend to her children.



Erica Stone over 1 consideration was 2 She was employment at as full-time reception

Future programing

The goals for the next fiscal year in employment have been set to reflect the needs of the local population. Programs planned for 2017/18 are:

- Job club with essential employment training such as job search/interviews
- Youth Blade Runners – training in restoration services
- Networking/partnerships with local resources for employment opportunities



KFS/OTDC employment services will continue to adhere to policy and service clients in a holistic way.

Every client is important to us.





FIRST NATIONS EMPLOYMENT SERVICES

2017 Annual Report



FNES is the place to start building your future. We envision our First Nations Clients to be empowered through culture, wellness, achievement, and self-sufficiency. FNES offers customized employment and training services designed specifically to provide First Nations people with the education and skills they require to compete equally and effectively in today's job market

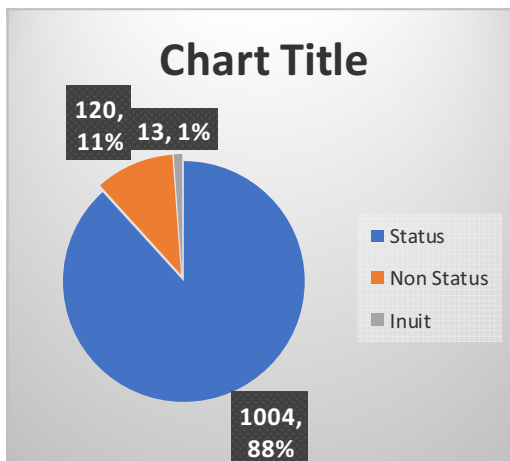
Our Mission is to increase the employability and employment rate of First Nations people of the North Okanagan Region. By providing employment counselling and job referrals, the First Nations Employment Services assists clients in preparation for the labour market. Referrals to educational programs provide clients with the opportunity to develop new skills or change their career path. We as Employment Counsellors have developed effective methods for improving job readiness and job prospects for unemployed adults and youth.



Changes: This has been very busy year of change and continues improvement for FNES. We started the year by moving office location which provides a unique lay out that allows for sounder monitoring and easier assistance for clients when using the computer workroom. Also, the FNFC and FNES enhanced the safety for staff by replacing the receptionist desk with



a new secure and space friendly dual working area desk.



Drop-In Clients: From April 1st, 2016 to March 31st 2017 we served 1346 drop in clients. Our mandate is to serve the Urban Aboriginal population which includes Status, Non-status, Metis, Inuit and person's self-identifying as Aboriginal. Computer assistance is available for our clients as well as the use of a fax machine, phone for work related long distance and local calls, and photocopy services all at no charge to the client.

Case Managed Clients: In 2016/2017 FNES managed 166 case files. Clients that are case managed have at least three interventions. All case managed clients are assessed by the case manager and services are determined from that assessment.

“OPPORTUNITIES DON’T HAPPEN,
YOU CREATE THEM”





Pictures: Employment Services are very proud of, Employment Services and their Success stories that were on display at the 2017 **Gathering our Voices** Youth Conference in Kelowna March 2017.



Jessica Tomma completed the Program at Okanagan College. Congratulate her on a job well done!



Jacob Paul – Services Inc CONGRATS!!

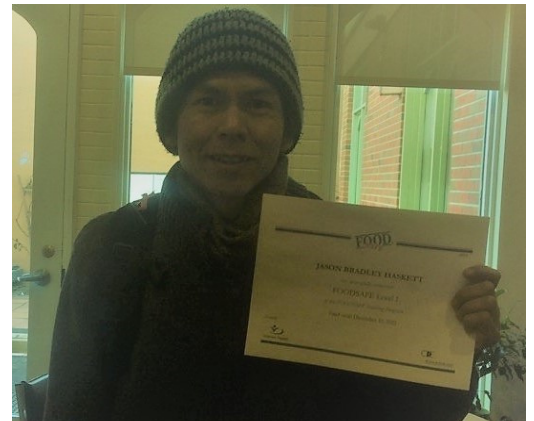


Culinary Arts Certificate
Kelowna Campus and we

hired by H & H Total Care as a drywaller full time

Jason Haskett – received his FOODSAFE and was hired as a chef at a local restaurant in Vernon, BC way to go Jason!!!

“FORGET ALL THE REASONS
IT WON’T WORK AND
BELIEVE THE ONE REASON
THAT IT WILL”



Construction Crafts GRADUATES Left to Right - Cameron Jack, Salena Blunderfield, Stephen Erickson and Kevin Ned/Employment Assistance Worker

“YOU WILL NEVER FEEL 100%
READY WHEN OPPORTUNITY
ARISES. SO JUST DO IT”

Congratulations to all!



What a tremendous year with all our clients! First Nations Employment Services would like to thank the Okanagan Training and Development Council, for making the year such a success for our clients in Vernon and the surrounding area.

Training Occupations

TRAINING OCCUPATIONS

Business	Applied Business Training Business Administration
Community and Social Services	Human Service Worker Social Services Diploma Social Worker Yr 3
Computers and Technology	Computer Skills Digital Arts 2
Drivers	Class 1 Drivers (with Air) Class 1 Highway Class 3 Drivers
Education	Day Care Assistant Early Childhood Educator Associate of Arts Yr 1 Education Assistant
Employment Assistance	Career Preparation Employment Counselling Career Development Practitioner
Equipment Operator	Heavy Duty Equipment Operator Forklift Operator
Finance	Accounting/Finance Clerk Computerized Accounting (SAGE 50 and Quicken)
Health	Emergency Medical Responder First Aid – Level I First Aid – Level III Home Support Worker Medical Office Assistant Resident Care Aid Dental Office Administration Chemical Addictions Worker

Human Kinetics Diploma
BA Psychology

Maintenance/Security

Custodial Certificate
Loss Prevention and Protection
Building Service Worker
Plant Operator

Natural Resources/Forestry

Chainsaw Certificate
Faller/Bucker
Firefighter
Forestry Skills Training
Lands Management
Parks Maintenance
Environmental Technician
WHMIS/TDG/H2S Alive
Avalanche Training

Office

Forestry Office Assistant
Medical Office Assistant
Records Management Clerk
Maintenance Office/Office Assistant
Office Skills/Administrative Assistant
Insurance Agent
Nursing Unit Clerk

Personal Care

Barber/hairdressing
Aesthetics
Cosmotology

Retail Trades/Sales and Service

Retail Clerk
Flagging
Telehandler Certificate

Trades/Labour

Automotive Mechanic Years 1 – 2
Aircraft Maintenance Engineer
Carpentry Years 1 – 4
Electrical Levels 1 – 4
Excavator Operator
Millwright/Machinist
Residential Construction Training
Plumbing Apprentice

Plumbing – Level 4/Gasfitter
Sheet Metal Apprentice
Welding Levels B – C
Class 4 Power Engineering
Construction Craftworker Level 1
Metal Sculpture
Heavy Duty Mechanic

Tourism/Hospitality

Cook/Culinary Arts
Food Security
Tourism/Hospitality Certificate
Youth Workers
Retail Meat Processing