



PARTICIPANT FREQUENTLY ASKED QUESTIONS

What is EMC's WILWorks Skilled Trades in Advanced Manufacturing Program?

EMC's WILWorks Skilled Trades in Advanced Manufacturing Program is funded in part by the Government of Canada's Canadian Apprenticeship Strategy. It provides wage subsidies to employers up to \$5,000 per placement. Designed for youth ages 15 to 29, the pre-apprenticeship lasts for a maximum of 20 weeks. This program was developed by industry professionals and subject matter experts as an industry-led solution to address manufacturing's needs for skilled trades.

You will explore career paths in skilled trades and advanced manufacturing as a participant. Through self-directed e-learning modules, you will acquire foundational theory knowledge, which you'll put into practice under the guidance of internal workplace trainers. Topics span introductory electrical and mechanical training, plus an overview of advanced manufacturing. Program content has been carefully developed to support foundational skills used by Industrial Mechanical Millwrights and Industrial Electricians.

What are the requirements to participate?

The program is open to new hires, current employees and high school students. Whether you want to enhance your existing manufacturing skills or establish valuable connections for future employment opportunities, the program offers an excellent chance to upskill and build relationships within the industry.

Learners must

- Be between the ages of 15 and 29 at the start of the program,
- Legally entitled to work in Canada,
- Not work in their desired profession,
- Not be a registered apprentice, and
- Is not licensed in a skilled trade.

Who is best suited for this program?

The program is designed for individuals curious about skilled trades or who are contemplating a future role within their organization's maintenance department. It is an ideal fit for those who wish to gain insights into potential career paths such as Industrial Mechanic Millwright and Industrial Electrician roles, revealing the many opportunities within advanced manufacturing.

If you're drawn to technology and are contemplating a hands-on career that leverages these skills, you can benefit from this program's content. Whether you're considering a shift in your career or looking to learn more about skilled trades and advanced manufacturing, this program is tailored to provide you with valuable knowledge and perspectives.

The training content of the program is delivered at an introductory level and is not tailored for individuals currently in apprenticeships, or with prior experience in skilled trades, or post-secondary education in mechanical or electrical subjects.



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How much does the program cost?

Nothing! WILWorks Skilled Trades in Advanced Manufacturing is funded in part by the Government of Canada's Canadian Apprenticeship Strategy, and is designed to introduce you to careers in Skilled Trades in Advanced Manufacturing. Employers receive a wage subsidy based on your training period wages to help you receive quality training with limited expense.

How long is the program?

The program duration varies, spanning from a minimum of eight (8) weeks to a maximum of 20 weeks. Throughout this period, your involvement will encompass self-directed e-learning, which you can complete online, and, workplace facilitated hands-on training. For those who are engaging in the program as part of a high school co-op initiative, the training program must be completed prior to the semester's conclusion.

When does the program start?

The program's e-learning content is accessible online and offers a self-directed learning approach. The training component can commence on a mutually agreed-upon start date that aligns with you and your employer's availability.

Prior to the official program start date, a few essential tasks need to be scheduled and accomplished:

- Program registration through the online platform.
- An meeting between the Internal Workplace Trainers and an Advancement Coach to outline the hands-on training plan.
- A program orientation session involving you as the learner and a representative from your employer.

You will be granted access to the online training portal on the program's orientation day. Your learning plan registration should be completed within one (1) business day. Subsequently, your program start date is set for one (1) day following the orientation session. This timeline ensures a smooth transition into the program, allowing you to engage with the materials and training from the beginning.

How do I apply for the program?

Employers initiate the application and participant registration process. If you are already working in manufacturing, expressing interest to your employer is the first step.

A placement in a manufacturing facility is necessary to participate in the training program and in the completion of the hands-on training. If you are unable to find a suitable workplace, [you can apply here](#). Your resume will be securely stored in a database and shared with employers who are interested in providing placement opportunities. These employers will reach out to discuss program prospects, evaluating suitability based on their organizational criteria.



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Which Skilled Trades will be covered?

You will dive into introductory mechanical and/or electrical theory, pivotal for the foundational theory that Industrial Mechanic Millwrights and Industrial Electricians apply. Industry experts have identified these professions as vital to advanced manufacturing across Canada.

The exposure to skilled trades and advanced manufacturing may vary depending on each organization's resources and expertise. Participating organizations may offer diverse opportunities and experiences to learners based on their specific industries and operations. Employers must have internal workplace trainers proficient in each assigned topic area to provide essential hands-on training.

Who are the subject matter experts behind your program, and what is their experience in industry and trades?

Our program has been developed by subject matter experts with over 100 years of collective experience in industry and trades, with specializations that span mechanical and electrical content.

Leading our team of subject matter experts is Kevin Taylor, a licensed Industrial Electrician (442A), former college instructor, and owner of Clockworks Automation. Clockworks Automation designs, implements and develops automated systems for manufacturing, processing or other industrial applications. Kevin has witnessed the transformation of advanced manufacturing in Canada and is regularly connecting with companies to support the implementation of advanced manufacturing.

What areas of Advanced Manufacturing will be the focus?

The program will focus on introducing Automation, Robotics, Additive Manufacturing and Data and Connectivity.

Future topics may be added to the program based on industry research and program feedback to support the needs of Canadian Manufacturers.

What is the training plan?

The program is designed to be flexible, allowing for individual arrangements between you and your employer that suit everyone's needs and schedules. Here is an overview of the structure:

- **E-Learning:** The program comprises fundamental topics centered around career awareness and advanced manufacturing foundations. Employers select from a range of technical training modules, to best align with their workplace requirements and employees' skill sets, enriching your training experience. This online component serves as the foundation of your learning experience.
- **Hands-On Training:** Employers will provide at least 12 to 15 hours of hands-on training. The aim is to delve into the topics covered in the e-learning, and relating them directly to your workplace. This linkage between theory and practice enhances your understanding and application of concepts.
- **Job Duties:** You'll spend the remaining time fulfilling your assigned job duties.



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This comprehensive approach ensures you gain a well-rounded understanding of the subject matter and bridge the gap between theory and practical application.

Additionally, there's an opportunity to earn extra micro-credentials in Foundations of Manufacturing and Lean Fundamentals, which can be highlighted on your resume to showcase your expanded skillset.

If you are interested in the optional training, we encourage you to contact your employer to discuss your interests. Please note that this training needs to be completed during your training period, and additional time will not be provided.

I haven't heard of the Term Pilot Program. What does that mean?

A pilot program signifies that the initiative is in its initial developmental stages and we seek your ongoing guidance and input to help us further develop and refine the program.

Participation in a pilot program places you at the forefront of a new initiative. Your experiences, feedback and achievements are integral to shaping the program's future. Your ongoing input drive improvements and adjustments necessary to craft a program that delivers maximum value to both learners and employers.

Why am I being asked to complete the surveys and interviews?

The WILWorks Skilled Trades in Advanced Manufacturing program is funded in part by the Government of Canada's Canadian Apprenticeship Strategy. When you complete the surveys, you provide us with essential information that is vital for program reporting. This data assists us in creating comprehensive reports about the program's progress. You will not be directly identified without your consent.

Furthermore, since this is a pilot program, your feedback is crucial. The interviews and conversations are valuable tools for us to assess the program's effectiveness and potential improvement areas. Your insights play an essential role in shaping how we can better support learners and employers.

Who is the advancement coach and what do they do?

The Advancement Coach at EMC is Leonard Zappia, who can be contacted at lzappia@emccanada.org. Leonard is an industry expert who plays a pivotal role in guiding learners throughout the program. With years of experience, Leonard has a proven track record of successfully helping individuals secure manufacturing employment in their desired field.

As a learner, you'll have the opportunity to benefit from Leonard's expertise by seeking support and guidance from him. Feel free to contact your coach to dive deeper into your area's various skilled trades pathways. Additionally, you can explore potential career opportunities within the manufacturing industry.



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Collaborating closely with your internal workplace trainers, the advancement coach ensures that the hands-on training component is effectively delivered and aligns with your learning experience. The advancement coach is a valuable resource, providing insights, advice, and information that can aid you in making well-informed decisions about your future in skilled trades or the advanced manufacturing sector.

I have not received any hands-on training. What should I do?

Hands-on training is essential to skill development and a mandatory component of the program. At the onset of the training program, in collaboration with the EMC Advancement Coach, your employer assigned trainer(s) to support your hands-on learning. If you have not received any hands-on training halfway through the program, please contact your employer and EMC.

My trainer is no longer at my workplace, what do I do?

If your trainer is no longer at the workplace, please contact your employer for the next steps. Your employer will be required to reassign the hands-on training and notify the EMC Advancement Coach.

What are Micro-Credentials?

Micro-credentials are short training programs designed to help participants acquire new skills and enhance employability. These programs are crafted to complement your existing education. Upon successfully finishing the training and having your hands-on training validated by your manufacturer, you'll be granted a digital badge. This badge can be added to your LinkedIn profile or resume, recognizing your work in the program.

You'll earn a Skilled Trades in Advanced Manufacturing micro-credential upon accomplishing all mandatory aspects of the program. The key components necessary for this credential are:

- **Complete All Required E-Learning:** This encompasses Introduction to Manufacturing, Advanced Manufacturing, and assigned electrical and/or mechanical theory topics.
- **Complete Assigned Hands-On Training:** You'll undertake practical hands-on training that complements the technical e-learning.

Your employer may register you for additional micro-credentials offered as part of this training program. They can be earned by successfully fulfilling specific requirements:

- **Manufacturing Foundations Micro-Credential:** This involves an estimated five (5) hours of training, concentrating on essential workplace skills like conflict resolution, feedback, adaptability, etc. A final assessment of your knowledge will be used as part of the verification to earn the badge.
- **Lean Fundamentals Micro-Credential:** Another seven (7) hours of training is dedicated to Lean principles and continuous improvement in the workplace. This delves into the language and implementation of lean manufacturing concepts. You will earn this micro-credential by completing a lean implementation project, which can be based on any relevant topic, whether at your workplace or home.



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Will I have to register as an apprentice for a skilled trade at the end of this program?

No.

Is a pre-apprenticeship required to qualify for an apprenticeship?

No. A pre-apprenticeship can enhance your resume, especially if you have limited manufacturing or skilled trades exposure. You will learn foundational theory and real-world applications to support your start in an apprenticeship as an industrial mechanic millwright or an industrial electrician.

Specific high school course credits required vary for each skilled trade and area. An EMC Advancement Coach can help identify the required credits needed for the programs in your area.

What is the process for a manufacturer to access the WILWorks Skilled Trades in Advanced Manufacturing Program?

To access the WILWorks Skilled Trades in Advanced Manufacturing program, manufacturers need to follow the process outlined below:

- **Application Submission:** Employers who are interested in applying for the wage subsidy and training program can submit their application online through the [WILWorks in Skilled Trades in Advanced Manufacturing](#) Platform. The online application form will guide employers through providing the necessary information and expressing their interest in participating.
- **Additional Assistance:** If an employer requires further assistance or is looking for more detail on the program, they can contact Julie Smith. Contact details are at the bottom of this FAQ.,

Employers can reach out to Julie Smith (jsmith@emccanada.org) for any application inquiries, clarifications or guidance related to the program.

As a participant, you cannot directly apply for the program. Instead, interested participants can [use this link](#) to submit their resume to a database for potential consideration by employers.

Spaces are limited, and we encourage interested employers to apply early.

How long will the program be available?

The duration of your training period will be decided by your employer, ranging from a minimum of eight (8) weeks to a maximum of 20 weeks. The WILWorks Skilled Trades in Advanced Manufacturing program is scheduled to run until March 2026. Please note that spaces for participation are limited each year, and we highly recommend that employers submit their applications early to secure their spot.

Who can I contact for more information?

If you require further information or assistance, please feel free to reach out to Julie Smith (she/her), Project Coordinator. You can contact her via e-mail at jsmith@emccanada.org or by phone at 519-377-0235.