



B.C. YOUTH IN MANUFACTURING INITIATIVE EMPLOYER FREQUENTLY ASKED QUESTIONS

What is EMC's B.C. Youth in Manufacturing Initiative?

EMC's B.C. Youth in Manufacturing Initiative is part of the StrongerBC: Future Ready Action Plan to make skills training more affordable and accessible and respond to the biggest challenge heard from businesses – the need for people. This program provides a financial subsidy to employers onboarding youth (aged 16-24) and supports participants with training to help them successfully attain and retain employment and learn more about career opportunities within the manufacturing sector. Through work and high school work experience placements for youth, EMC's B.C. Youth in Manufacturing Initiative is helping to address the increasing demand for new employees to enter the manufacturing workforce by encouraging employers to engage with youth early in their career decision-making journey and allow youth the opportunity to explore career pathways in the sector.

Why Should a Company Hire a Youth Worker?

Young employees are enthusiastic and ready to learn. They bring with them a set of digital and hands-on skills and experience ideally suited for the manufacturing environment. EMC's B.C. Youth in Manufacturing Initiative supports employers offering work experiences to young workers, increasing awareness of the company to a new generation of workers, and introducing participants to the many career opportunities available in the sector.

What Financial Subsidy Does EMC's B.C. Youth in Manufacturing Initiative Provide Employers?

EMC's B.C. Youth in Manufacturing Initiative offers a wage subsidy to employers of up to \$3,500 per eligible youth participant.

What Are the Main Eligibility Requirements for an Employer to Participate in EMC's B.C. Youth in Manufacturing Initiative?

To be eligible for funding through EMC's B.C. Youth in Manufacturing Initiative, an employer must be part of the manufacturing sector (NAICS 31-33) and operate in British Columbia. Employers must onboard participants in a paid placement and ensure all safety and insurance requirements are in place.

What is the Process for a Manufacturing Employer to Access EMC's B.C. Youth in Manufacturing Initiative?

Employers interested in applying for EMC's B.C. Youth in Manufacturing Initiative can access the application on [EMC's B.C. Youth in Manufacturing Initiative Community](#) (powered by Magnet).

What are the Eligibility Requirements for Participants in EMC's B.C. Youth in Manufacturing Initiative?

To be eligible, youth participants must be:

- a resident of British Columbia (Canadian Citizen, Permanent Resident or Protected Refugee)
- eligible to work in Canada
- aged 16-24 (at start of program)
- a current high school student, post-secondary student enrolled in a program that does not have a work integrated learning/co-op component or not enrolled in education or training.



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I Will Have a Youth who is Completing a High School Work Experience (WEX) Placement With me, Can I Apply for the Subsidy?

Paid Work Experience placements may qualify for the subsidy; however, it is important to note that there are different hour requirements for WEX and the B.C. Youth in Manufacturing Initiative. Typically, WEX requires 80-90 hours, and the B.C. Youth in Manufacturing Initiative requires a minimum of 240 hours. If you are going to hire your WEX youth for additional hours outside their WEX placement, we encourage you to apply for the B.C. Youth in Manufacturing Initiative.

Who Selects the Participant for the Placement/ Hire?

The employer is responsible for the recruitment and selection of the eligible participant.

How Does an Employer Find Qualified Participants?

Employers are encouraged to use their usual recruitment channels to hire eligible participants. If an employer is interested in offering a high school work experience placement or experiential learning opportunity, they are encouraged to work with their local high school or school board contacts. When requested, EMC can work to connect employers to local schools or community agencies to feature employment and placement opportunities.

When Should an Employer Apply for the Program?

Funding for EMC's B.C. Youth in Manufacturing Initiative is limited and will be available in phases. Employers are encouraged to apply as soon as possible as the program may change to waitlist status or close to applications once funding has been allocated. Funding is limited, and EMC can support an allotted number of placements available to manufacturing employers in British Columbia.

Can Employers Stack Different Funding with EMC's B.C. Youth in Manufacturing Initiative?

Depending on the scenario, partial government funds from federal, provincial, or municipal sources may be permitted. Employers should consult with the federal, provincial, or municipal program to confirm stacking eligibility and confirm with EMC as well.

Can an Employer Hire a Participant who has Previously Worked with the Company?

Yes, a participant who has previously worked with the firm in a short-term capacity (seasonal employment or co-op/work experience placement) can be hired if all the eligibility requirements are met. The program is best suited for participants at the start of their career (within a month of their full-time start date) or start of the work experience/experiential learning placement or seasonal or part-time position.

Are Short-Term Summer or Seasonal Positions Eligible?

To receive the financial subsidy for the B.C. Youth in Manufacturing Initiative, the employee must meet minimum hours worked requirements. If the hour requirement can be met, then Yes! Short-Term Summer or Seasonal positions are eligible.

- High school hours required: 240
- Youth enrolled in a post-secondary program that does not have a work integrated learning/co-op component or not enrolled in education or training: 320



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What Kind of Roles are Eligible?

Eligible employers can apply for funding to support any position across all areas of the organization, including but not limited to:

- Production
- Design
- Supply Chain
- Finance
- Office Administration
- Sales and Marketing
- Human Resource

Can an Employer Apply Before Finding an Eligible Participant?

Employers can apply for funding before securing a participant, and a funding space can be held for a limited time while the employer recruits and hires the participant. If an eligible participant is not found in this period, the funding may be allocated to another employer, depending on program status.

Can an Employer Apply for the Program After a Participant has Started?

An employer can apply for the program if the eligible participant is within one month of their start date for full-time positions and will continue being employed for the duration of the program. The participant training offered through EMC's B.C. Youth in Manufacturing Initiative is designed to be taken in their first month of employment. If the participant is a high school work experience student or seasonal employee, the employer should apply before the student begins their work experience placement or the participant begins their seasonal position.

Is There a Limit on how Many Positions an Employer can Receive Funding for?

Yes, EMC has the right to limit the number of applications per company. If an employer is interested in applying for more than three participants, they are encouraged to contact Arien (aaubertin@emccanada.org) at EMC directly to discuss.

Is There a Set Duration for Eligible Placements?

Most of the work placements through EMC's B.C. Youth in Manufacturing Initiative are 6 to 16 weeks in duration. The program has guidelines regarding hours worked for high school students or eligible non-high school participants, so the placement length can be flexible based on what works for the employer and participant.

- High school hours required: 240
- Youth enrolled in a post-secondary program that does not have a work integrated learning/co-op component or not enrolled in education or training: 320

How Much Should the Participant be Paid?

While an employer determines a participant's salary, EMC asks that it is fair and reasonable based on industry standards. The salary offered may not be less than the minimum wage.



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Once a Participant is Secured, what is Required of Them?

All youth participants complete EMC's digital training, including Manufacturing Foundations and Lean Fundamentals. This training is offered in a self-directed online format and will take most participants approximately 8-10 hours to complete. This training complements but does not replace existing onboarding procedures and training employers provide to new hires or student placements.

Manufacturing Foundations

The [Manufacturing Foundations](#) training introduces participants to the manufacturing sector, including topics like Attitude and Accountability, Problem-Solving, Giving and Receiving Feedback, Adaptability and Resilience, Difficult Interactions, Health and Safety, and more. A successful work placement is required for the participant to earn the certification, and an employer-certified work placement badge is awarded, if applicable after the employer completes a survey verifying the learner's ability to apply the training in the workplace.

Lean Fundamentals

The [Lean Fundamentals](#) training provides a strong foundation and introduction to the core principles of Lean Thinking (including Value Stream Mapping and Kaizen). Participants apply their knowledge in a lean project required for the training. Completing the credential certifies the learner has developed an understanding of the principles of Lean Thinking in a manufacturing environment.

How Will an Employer Know if the Participant has Completed the Training?

EMC tracks the participant's progress through the learning and connects with the participants individually to support completion of the learning. Employers are kept informed in terms of status.

How Else Does the Program Support the Participant's Onboarding Experience?

In addition to the online training, the program expects employers to match the participant with a mentor onboarding buddy – most suitably a colleague in the same department or on the same shift. Mentorship training is offered to the mentor. This can be a great way to invest in new and current employees. Participants receive ongoing support from EMC staff through regular check-ins during the placement period and mentor training is tracked and supported by EMC.

What is Required to Successfully Complete the Program?

At the end of the placement period, a successful placement will include:

- Mentorship training completed by a current employee
- Manufacturing Foundations and Lean Fundamentals training completed by the participant
- Regular check-in surveys completed by participant and employer
- Successful completion of placement hours and duration
 - High school hours required: 240
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What Documentation is Required to Support an Application?

Applications are employer-driven and to receive the financial subsidy, the following documentation is required at the start and/or end of the work placement.

- Online Application
- Employer Acceptance Form
- Participant Information and Consent Form
- Employer Feedback Survey
- Participant Feedback Survey
- First and Last Participant Paystub for the placement period
- Employer Attestation
- Invoice

When is the Financial Subsidy Paid?

Employers can expect to receive the financial subsidy within 45 business days from EMC receiving all the required documentation at the end of the placement period.

Who Does an Employer Contact for More Information?

If an employer has questions or requires further assistance, please contact:

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