

We are Here to Help How do you apply?

Contact your regional ECE Service Centre
for more information.

Contact Us

Regional ECE Service Centres:

Fort Simpson.....(867) 695-7338

Dehcho Regional Education Centre

Fort Smith.....(867) 872-7425

Sweetgrass Building

Hay River.....(867) 874-5050

Courthouse Building

Inuvik.....(867) 777-7365

GNWT Multi-use Building

Norman Wells.....(867) 587-7157

Edward G. Hodgson Building

Yellowknife.....(867) 766-5100

Nova Plaza

www.ece.gov.nt.ca

If you would like this information
in another official language, call us.

Training-on-the-Job

Developing workplace skills

The Training-on-the-Job program helps **Employment Insurance participants** take part in skills development opportunities by providing wage subsidies to **employers** who offer them training in the workplace.



Northwest Territories Education, Culture and Employment

Canada

Am I Eligible?

Employers must be:

- Licensed to operate in the Northwest Territories
- In operation for at least 6 months; and
- One of the following:
 - Business or Corporation
 - Aboriginal Government or Organization
 - Non-governmental Organization
 - Municipal or Local Government
 - Industry Association
 - Local Housing Authority

Preference will be given to employers who are eligible under the Government of the Northwest Territories' Business Incentives Policy (BIP).

The Training-on-the-Job program may not be used to fund federal or territorial government positions.

Trainees must be:

- A resident of the Northwest Territories
- At least 16 years of age
- One of the following:
 - Receiving Part I Employment Insurance (EI) benefits
 - Received EI benefits within the past three years
 - Received EI maternity/parental benefits or had a medical EI claim within the past five years

Employer Responsibilities

Employers must:

- Submit a detailed training plan
- Pay at least minimum wage, including benefits and dues specified in the *Employment Standards Act*
- Be in good standing with the Workers' Safety & Compensation Commission
- Have the minimum required liability insurance
- Provide training that meets the terms of the agreement
- Monitor, evaluate and report on the trainee's progress
- Provide a reasonable guarantee of employment at the end of training
- Contribute a minimum of 20% of the trainee's wage

Financial Assistance

Financial assistance includes:

- Wage subsidies
- May also include course costs (tuition, materials) and special equipment (tools, clothing)

Financial assistance is available for training periods up to 52 weeks.

Financial assistance is available only for full-time positions (a minimum of 30 hours per week).

