

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.

Work Experience

Developing workplace skills

The Work Experience program provides wage subsidies to **employers** who offer training in the workplace to **unemployed individuals who are not eligible for Employment Insurance** and to **employed individuals who want skills upgrading**.



Am I Eligible?

Employers must be:

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

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

The Work Experience program may not be used for federal or territorial government positions.

Trainees must be:

- A resident of the Northwest Territories
- Either:
 - Unemployed and ineligible for Employment Insurance benefits
 - Employed and "under-skilled," which may include individuals who do not have a high school diploma or recognized certification

Employer Responsibilities

Employers must:

- Submit an Employer Application Form, which includes 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 trainee's progress
- Contribute a minimum of 20% of trainee's wages

Financial Assistance

Financial assistance includes wage subsidies and may also include:

- Course costs
- Local travel allowances
- Special equipment costs
- Job coaching and mentoring costs

