



SKILLS4 Success

NWT JOBS IN DEMAND: 15-YEAR FORECAST



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Skills 4 Success Initiative

The Government of the Northwest Territories (GNWT) launched the Skills 4 Success Initiative with the goal to improve employment success for NWT residents, close skill gaps for in-demand jobs, and more effectively respond to employer and industry needs. This is part of the GNWT's mandate and supports the 18th Legislative Assembly's priority to foster lifelong learning, skills development, training and employability.

The Skills 4 Success Strategic Framework was adopted to ensure that the North's education and training system keeps pace with the changing dynamics of its labour market. But we must first understand what those changes are in order to know the appropriate action to take.

The NWT labour market continues to change, with shifting economic conditions and people continually moving in and out of the labour force. The GNWT wanted to better understand and plan for these changes, so as part of the GNWT's Skills 4 Success (S4S) Initiative, it partnered with The Conference Board of Canada to produce a detailed study of how the NWT's labour market will look over the next 15 years. That study, the *Northwest Territories Labour Market Forecast and Needs Assessment* provides information on NWT jobs that will be in demand in three economic scenarios. This handbook, *NWT Jobs in Demand: 15 Year Forecast*, is a practical resource to the larger study.

These two documents provide the evidence for sound decision-making and will support the development of action plans to ensure the NWT education and training system keeps pace with current and future labour market needs.

Every day, people make potentially life-changing decisions that could impact their education, their careers or their personal circumstances. Knowing the future job opportunities that will be available in the NWT can help students, job seekers and workers make informed career and life choices. Employers, educators and trainers can also use this information to create human resources strategies and deliver programs that respond to long-term job demand.

That's why this handbook contains useful information such as:

- **Labour market statistics**
- **Top 20 forecasted job openings by skill level**
- **Average NWT incomes for those jobs**
- **Supports for individuals and employers**

Skilled workers are critical to the NWT's productivity, innovation and economic competitiveness. This handbook will help decision making so that NWT residents gain the skills they need for employment success in the NWT.

The NWT Labour Market: Present

TODAY'S LABOUR MARKET

Individual skill level is one of the most important aspects of employment success. In other words, the more skills a person has, the more likely they are to have many job opportunities to choose from.

In 2014, the NWT had 22,353 people employed, which represents a strong overall employment rate of 66%. However, employment rates vary considerably throughout the territory, particularly when examined by community type.

For example, employment rates are higher in larger communities. In Yellowknife, the employment rate was 76%, while for Hay River, Fort Smith and Inuvik combined, it was 69%. For small communities, the employment rate was 48%. The employment rates for males and females were comparable at 67% and 64% respectively.

EMPLOYMENT RATE BY COMMUNITY TYPE



Source: 2014 NWT Community Survey

DEFINING THE CONCEPT OF SKILLS

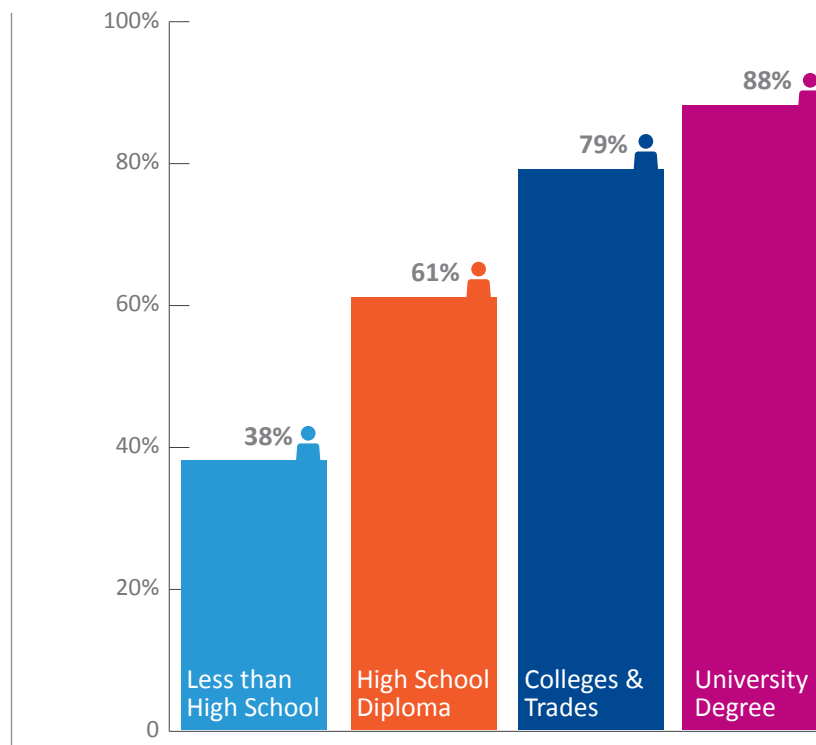
The Conference Board of Canada's Centre for Skills and Postsecondary Education defines skills as "an ability acquired or developed through education, training, and/or experience which provides a person with the potential to make a useful contribution to the economy and society".

This definition incorporates not only expert knowledge or technical skills for specific occupations and activities, but also the broad range of generic employability skills (e.g., personal responsibility, teamwork, communication, creativity, problem-solving, and life skills) and essential skills (e.g., literacy and numeracy).

The concept of skill incorporates technical know-how and knowledge, as well as the ability to apply both and succeed on the job.

EMPLOYMENT RATE BY HIGHEST LEVEL OF SCHOOLING

Comparing employment rates by highest level of schooling shows that employment rates increase with higher levels of education. In other words, the more education a person has, the more likely they are to find a job in the NWT.



Source: 2014 NWT Community Survey

DID YOU KNOW?

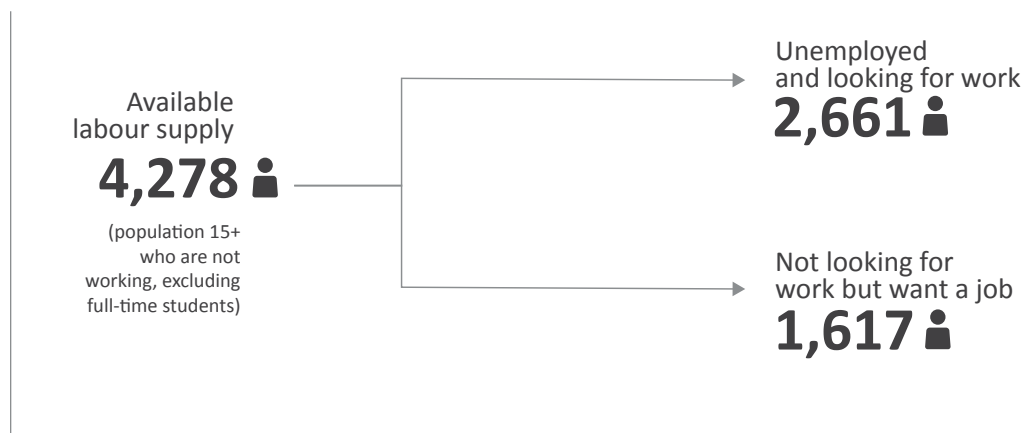
The GNWT provides Student Financial Assistance (SFA) to eligible NWT residents attending full- and part-time studies at accredited postsecondary institutions. Visit www.nwtsfa.gov.nt.ca or www.facebook.com/nwtsfa for more information.

AVAILABLE LABOUR SUPPLY IN THE NWT

Although there are many people employed throughout the NWT, there is an available labour supply that is not working. In 2014, there were 4,278 available workers in the NWT labour market who were 15 years of age and older, not including full-time students. The available labour supply includes 2,661 people in the labour force who are unemployed and looking for work, plus 1,617 people not in the labour force who want a job but are not actively looking for work for a number of reasons.

Of the total available labour supply, 58% are male and 42% are female. Most available workers are between the ages of 25 and 44 (44%) or 15 and 24 (26%).

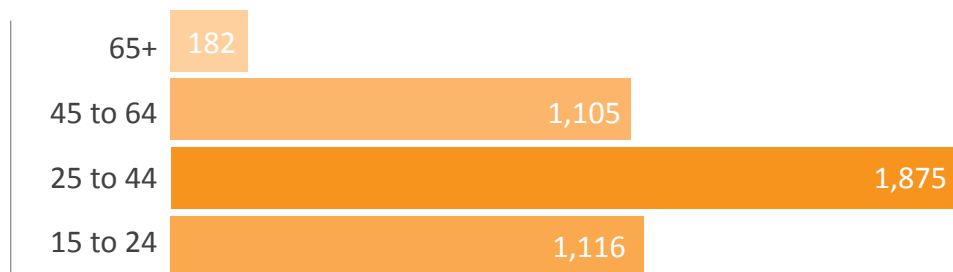
More than half of all available workers in the NWT (approximately 51%) have less than a high school level of education. This contrasts with approximately 22% with a high school diploma, 22% with a college or trades level of education and 6% with a university degree.



Source: 2014 NWT Community Survey

AVAILABLE LABOUR SUPPLY BY AGE GROUP

(not including full-time students)

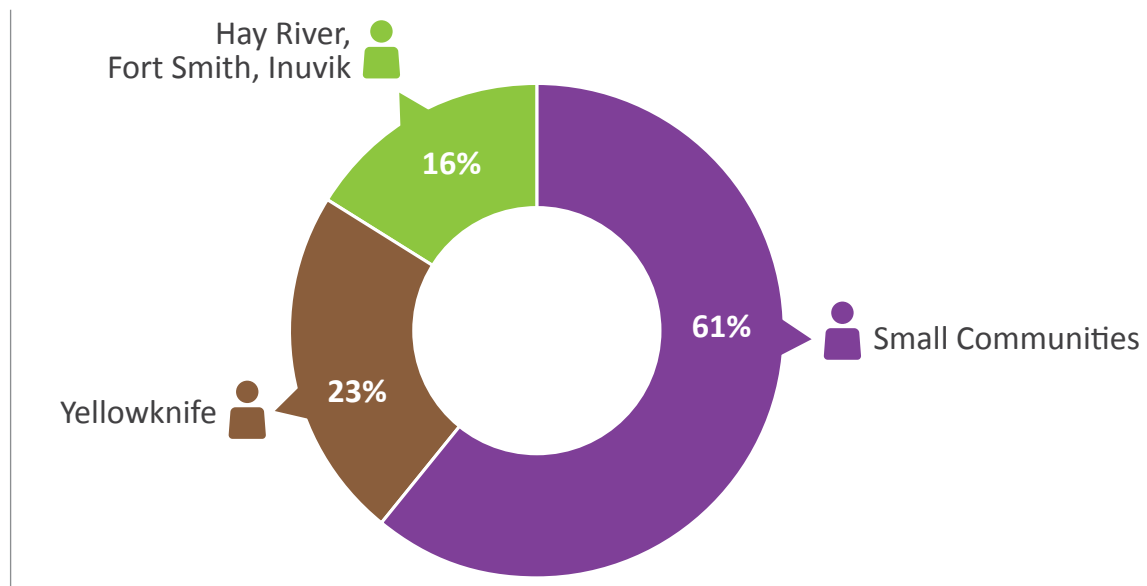


Source: The Conference Board of Canada

AVAILABLE LABOUR SUPPLY BY COMMUNITY TYPE

(not including full-time students)

The majority of available workers (61%) are located in small communities, whereas about 16% live in Hay River, Fort Smith or Inuvik, and about 23% live in Yellowknife. A high proportion live in small communities and have less than a high school level of education.



Source: 2014 NWT Community Survey

Education plays an important role in finding a job. Employers are demanding more from the people they hire and expect them to have strong skills sets including problem solving skills, time management, teamwork, work ethic, and good communication.

The NWT's available labour supply is limited by its education levels. Achieving a high school level of education creates more education and employment opportunities.

The NWT Labour Market: Future

The Conference Board of Canada produced a set of economic forecasts and related occupational demand scenarios for the NWT.

The three economic forecasts include a base case, and medium-growth and high-growth scenarios. The projected employment, or average size of the resident workforce, is expected to remain relatively constant in the base case scenario, while there will be some growth in the medium and high growth scenarios.

Each forecast scenario incorporates two kinds of occupational demand: replacement demand and expansion demand.

Replacement demand happens when employers have to replace workers who have retired, died, or moved out of the territory. Replacement demand is responsible for the majority of NWT resident job opportunities over the next 15 years in all three economic scenarios. The high level of replacement demand reflects the aging population and relatively high levels of out-migration from the NWT on an annual basis.

Expansion demand comes from economic expansion, such as the opening of a new mine or the building of a new highway. This type of occupational demand creates new jobs in the economy; but when the economy contracts, existing jobs may also be lost.

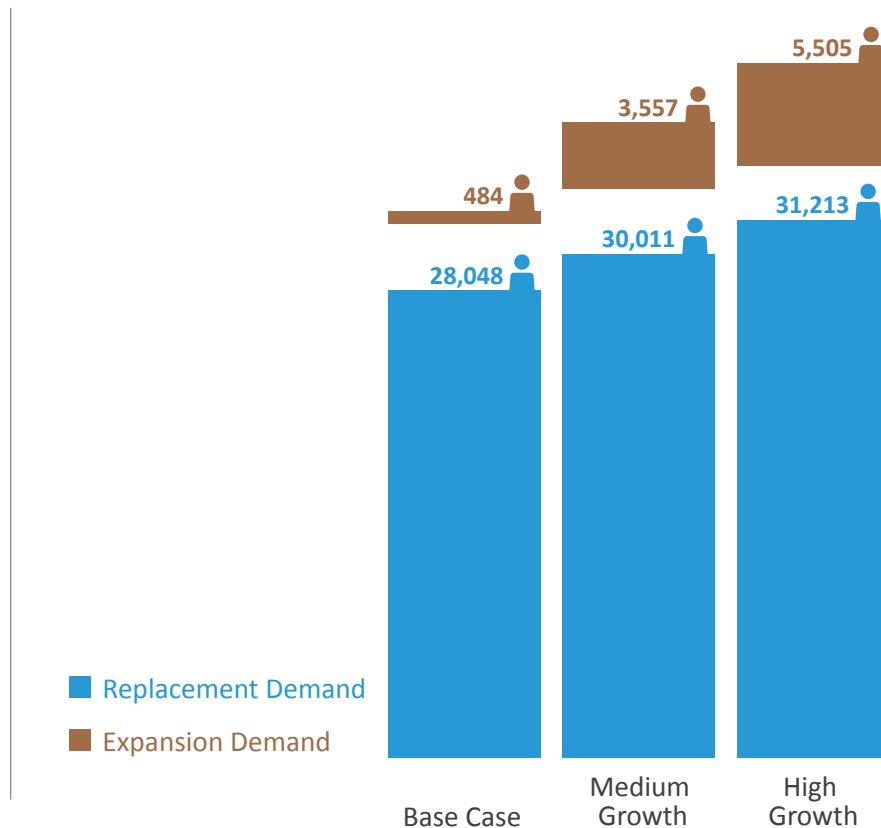

$$\begin{array}{l} \text{+ Expansion demand} \\ \text{+ Replacement demand} \\ \hline \text{= Job openings} \end{array}$$

DID YOU KNOW?

Over the next 15 years, the highest demand for job openings will be to replace retirees and workers leaving the NWT.

Over the next 15 years, it is forecasted there will be 28,500 to 36,700 job openings in the NWT. Approximately 78% of these job openings will require college, apprenticeship or university education and/or extensive work experience and seniority.

REPLACEMENT DEMAND AND EXPANSION DEMAND 2015 to 2030



Source: The Conference Board of Canada

DID YOU KNOW?

By 2030, approximately 11,000 NWT youth will be leaving the school system and entering the workforce.

While the *Northwest Territories Labour Market Forecast and Needs Assessment* includes data for all three economic scenarios (base case, medium growth and high growth), this handbook highlights information from the base case for the remainder of the document.

The National Occupational Classification (NOC)

The NOC is developed in partnership between Employment and Social Development Canada and Statistics Canada. It provides a standardized way to describe the various types of work that Canadians do. It can be used by anyone from statisticians to employers and job seekers.

The NOC is one way to gain valuable insight on job opportunities, education and job requirements, and wages and job outlooks in the NWT and across Canada. Here are some ways you can use it:

- Go to **www.jobbank.gc.ca**. Under the “Explore Careers” tab, follow the links for “By Occupation” and then “National Occupation Classification” to find current job openings in your area, average wages, outlooks, education programs, and skills and knowledge. If you know the four-digit code of the occupation you’re looking for, you can type it into the search box.
- Type “NOC” into Google and you will be directed to the Government of Canada National Occupational Classification system. If you search by the 4-digit NOC code (or job category) you will find example job titles, main duties, employment requirements, and other classifications to narrow your search.

Enter a 4-digit NOC code or your job title (required).

1123

1123 Professional occupations in advertising, marketing and public relations

Example Titles

advertising consultant	museum educator
communications officer	performers agent
communications specialist	press secretary
event marketing specialist	public affairs officer
fundraising consultant	public relations consultant
information officer	public relations officer
literary agent	publicist
media co-ordinator	publicity agent
media relations officer	

DID YOU KNOW?

There are many jobs that are listed under each 4-digit NOC code (referred to as a job category).

DID YOU KNOW?

Over the next 15 years, it is forecasted there will be 28,500 job openings in the NWT. Approximately 78% of these job openings typically require some form of postsecondary education and/or extensive work experience and seniority.

NWT Job Forecast

The combination of forecasted replacement demand and expansion demand represents the total number of future job openings in the NWT. These job openings can be grouped into six categories that indicate the type of education, training and experience typically required to work in a particular occupation:



- **Management Level of Experience and Education (NOC skill level 0/A):** jobs that typically require subject matter expertise, formal education and several years of related work experience.



- **University Level of Education (NOC skill level A):** jobs that typically require a university degree at the bachelor's, master's or doctorate level.



- **College Diploma Level of Education (NOC skill level B):** jobs that typically require a college diploma, or a high school diploma plus more than two years of on-the-job training, specialized training courses or specific work experience.



- **Skilled Trades and Occupational Certification Level of Education (NOC skill level B):** jobs that typically require formal postsecondary technical education as well as apprenticeship training.



- **High School Level of Education (NOC skill level C):** jobs that typically require high school education and on-the-job training or specific work experience.

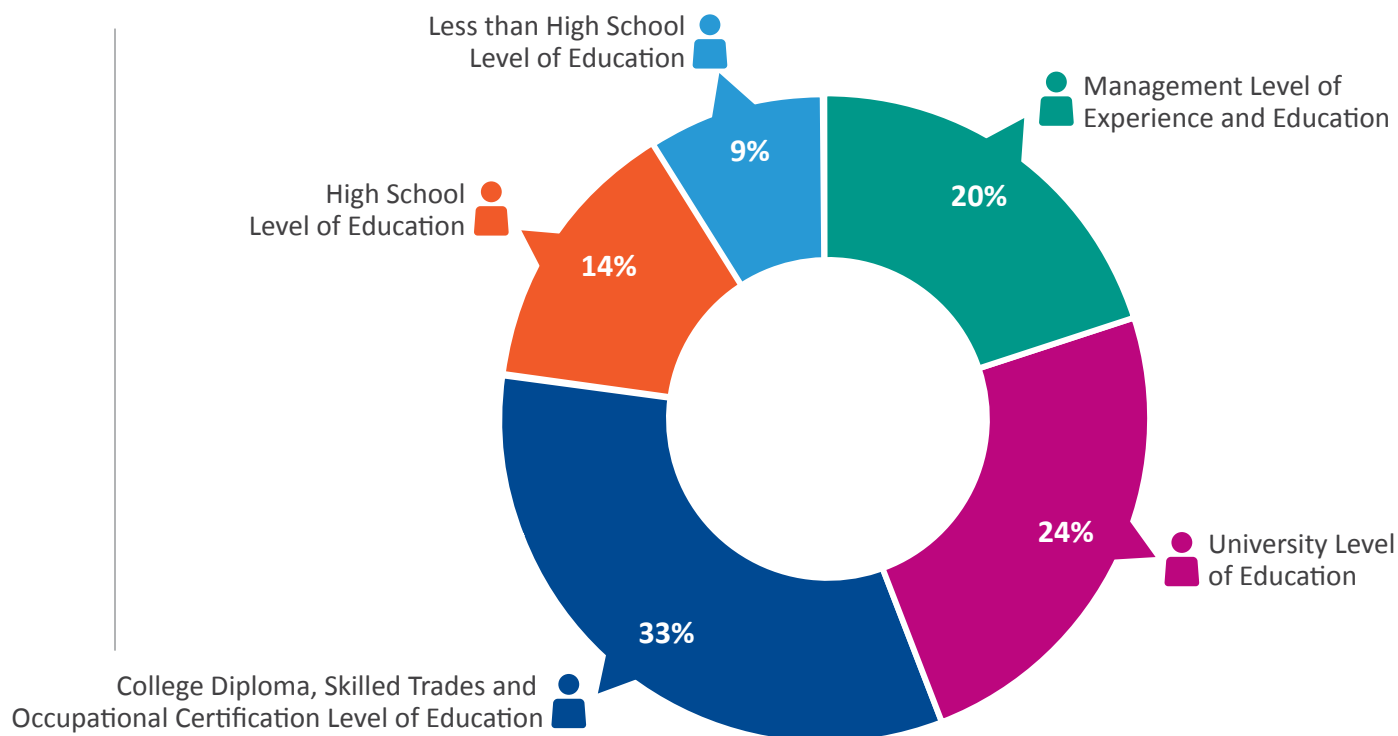


- **Less than High School Level of Education (NOC skill level D):** jobs that typically require less than high school education, on-the-job training or short work demonstrations.

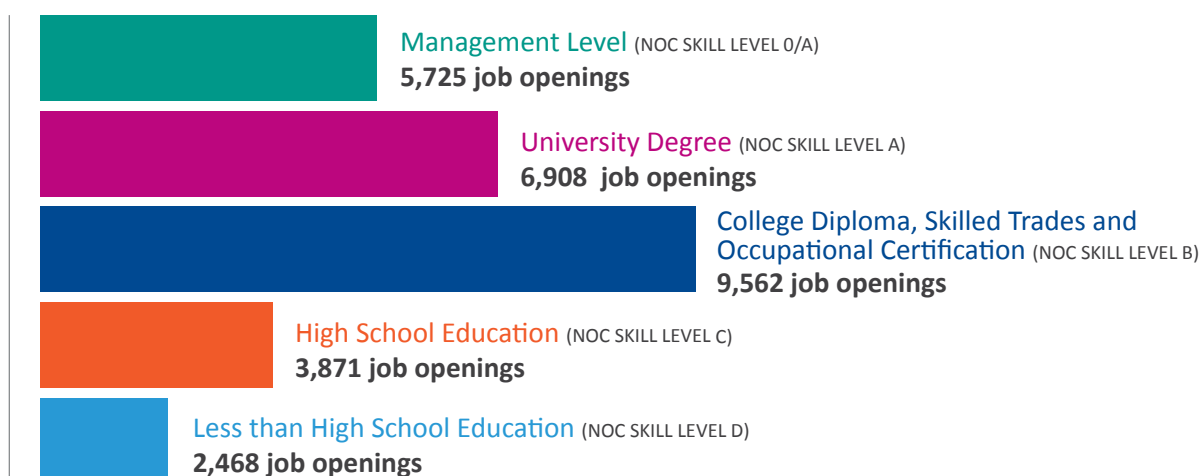
Over the next several pages, job categories will be identified using the 4-digit NOC code for each skill level.

FORECASTED NWT JOB OPENINGS

2015 to 2030



Source: The Conference Board of Canada (Base Case)



Source: The Conference Board of Canada (Base Case)



These Northerners are proud of their chosen careers and represent important in-demand jobs needed across the NWT.

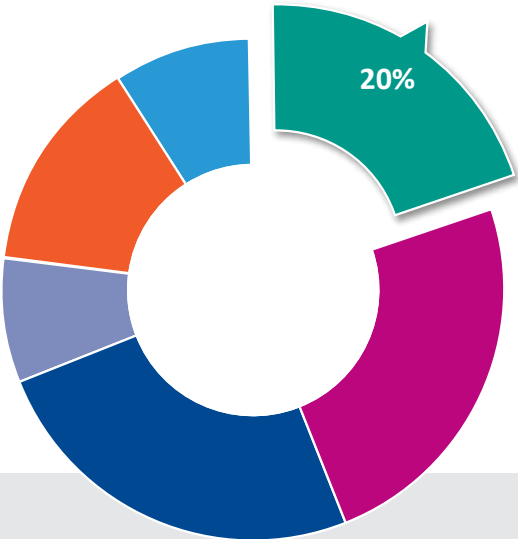


Management Level of Experience and Education

Job prospects at a management level are found in all areas of the labour market. These jobs are characterized by higher levels of responsibility and subject matter expertise. The skills for management jobs are typically gained through a combination of formal education and several years of related work experience.

By 2030
there will be **5,725**
management related job openings

This represents **20%** of total
NWT job openings



Highest paying jobs

Which jobs at a management level pay the most, on average, in the NWT?



Managers in
natural resources
production and
fishing (includes
mining)

\$178,281



Senior
government
managers and
officials

\$136,611



Senior managers
- financial,
communications
and other business
services

\$128,733



School
principals and
administrators
of elementary
and secondary
education

\$123,473



Other
administrative
services
managers

\$119,044

Clarke Morin, with his combined years of education and experience, is a Camp Manager working in the NWT tourism industry.

Top 20 jobs in demand

NOC
Code NOC Job Category

0621	Retail and wholesale trade managers	1,138	\$78,247
0711	Construction managers	371	\$94,506
0111	Financial managers	285	\$99,112
0012	Senior government managers and officials	277	\$136,611
0632	Accommodation service managers	238	\$66,057
0714	Facility operation and maintenance managers	237	\$90,944
0013	Senior managers - financial, communications and other business services	233	\$128,733
0014	Senior managers - health, education, social and community services and membership organizations	202	\$116,915
0423	Managers in social, community and correctional services	198	\$87,304
0631	Restaurant and food service managers	198	\$62,816
0112	Human resources managers	195	\$103,962
0011	Legislators	182	\$103,149
0016	Senior managers - construction, transportation, production and utilities	150	\$109,936
0811	Managers in natural resources production and fishing (includes mining)	142	\$178,281
0433	Commissioned officers of the Canadian Forces	141	\$92,928
0731	Managers in transportation	139	\$92,493
0122	Banking, credit and other investment managers	133	\$88,679
0422	School principals and administrators of elementary and secondary education	127	\$123,473
0712	Home building and renovation managers	103	\$38,151
0114	Other administrative services managers	101	\$119,044

Source: The Conference Board of Canada (base case)

**Forecasted
job openings**
(2015-2030 base case)

**Average
NWT income**
(Full Year - Full Time)

Source: 2011 National Household Survey

FOR A JOB IN THIS CATEGORY ...

You typically need to have demonstrated leadership at a senior level, have many years of supervisory experience, and obtained educational qualifications that meet the needs of the organization.

- Aurora College offers continuing education programs and courses related to leadership and management such as *Project Management and Business Administration*, as well as the *Northern Leadership Development Program*.
- Many employers provide leadership training and advanced professional development opportunities.
- The GNWT Department of Municipal and Community Affairs' School of Community Government offers many programs for community government employees across the NWT.



Leslie Merrithew is a Civil Engineer and works on capital projects all across the NWT.

University Degree Level of Education

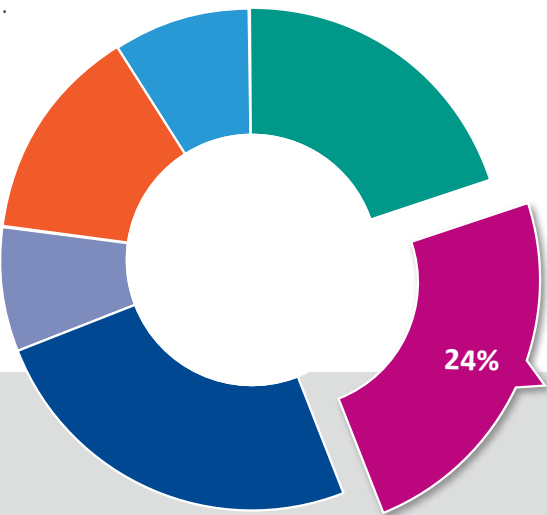
To obtain these jobs you typically need at least a university degree. The time it takes to get a degree can vary depending on the field of study and the level of degree earned.

Bachelor’s degree: earned for undergraduate study, which typically takes three to five years.

Master’s degree: earned for demonstrating a mastery of a specific field of study or area of professional practice and typically takes an additional one or two years, after a bachelor’s degree has been achieved.

Doctorate degree: is the highest level of academic degree, which qualifies the holder to teach at the university level in the degree’s field, or to work in a specific profession; typically takes three or more years of study, usually after achievement of a master’s degree.

By 2030
there will be **6,907**
university degree related job openings
This represents **24%** of total
NWT job openings



Highest paying jobs

Which jobs requiring a university degree pay the most, on average, in the NWT?

				
Civil engineers	Geoscientists and oceanographers	Lawyers and notaries	Education policy researchers, consultants and program officers	Registered nurses and registered psychiatric nurses
\$121,482	\$116,394	\$105,304	\$101,390	\$98,405

Top 20 jobs in demand

NOC Code	NOC Job Category		
4032	Elementary school and kindergarten teachers	777	\$86,664
3012	Registered nurses and registered psychiatric nurses	740	\$98,405
4031	Secondary school teachers	577	\$91,594
4021	College and other vocational instructors	382	\$84,167
1111	Financial auditors and accountants	310	\$94,586
4164	Social policy researchers, consultants and program officers	244	\$78,465
4154	Professional occupations in religion	213	\$51,223
4112	Lawyers and notaries	201	\$105,304
2131	Civil engineers	187	\$121,482
4152	Social workers	158	\$68,658
1114	Other financial officers	152	\$93,040
1121	Human resources professionals	146	\$84,773
4165	Health policy researchers, consultants and program officers	143	\$83,015
2121	Biologists and related scientists	135	\$96,625
1123	Professional occupations in advertising, marketing and public relations	134	\$81,693
2171	Information systems analysts and consultants	132	\$87,875
1122	Professional occupations in business management consulting	123	\$89,428
4166	Education policy researchers, consultants and program officers	112	\$101,390
4161	Natural and applied science policy researchers, consultants and program officers	112	\$97,122
2113	Geoscientists and oceanographers	108	\$116,394

Source: The Conference Board of Canada (base case)

**Forecasted
job openings**
(2015-2030 base case)

**Average
NWT
income**
(Full Year - Full Time)
Source: 2011 National Household Survey

FOR A JOB IN THIS CATEGORY ...

You typically require education from a university and/or professional association. Students pursuing these careers must have strong academic skills with primarily dash 1-level high school courses for university acceptance.

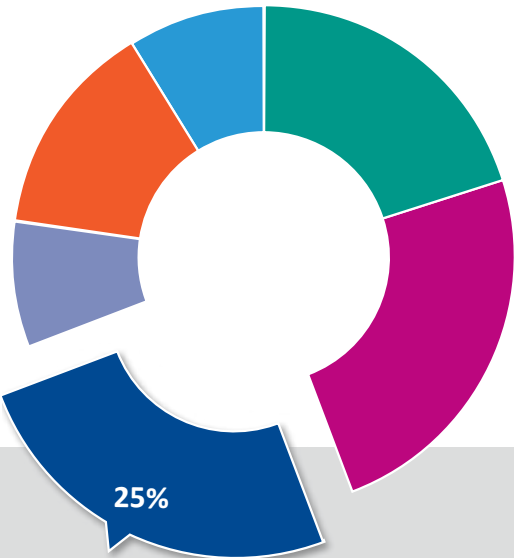
- There are more than 90 universities across Canada. The criteria and competition for admission vary depending on the university, faculty and program you choose. Contact them directly or check out their admissions websites that list all the criteria for admission.
- Aurora College in the NWT offers a number of bachelor degree programs in partnership with southern universities. Go to www.auroracollege.nt.ca for more information.
- Some professional occupations are regulated, certified, or licensed to ensure public protection and have additional requirements for eligibility.



College Diploma Level of Education

Jobs that require a college diploma typically require two to three years of postsecondary education at a community college, or high school education and more than two years of on-the-job training, specialized training courses or specific work experience.

By 2030
there will be **7,249**
college diploma related job openings
This represents **25%** of total
NWT job openings



Highest paying jobs

Which jobs requiring a college diploma pay the most, on average, in the NWT?



**Supervisors,
mining and
quarrying**

\$123,327



**Police officers
(except
commissioned)**

\$121,262



**Power
engineers and
power systems
operators**

\$109,322



**Licensed
practical
nurses**

\$96,363



**Inspectors in public
and environmental
health and
occupational
health and safety**

\$93,550

Kirsten Sangris completed the Early Childhood Development Program and is working as an Early Childhood Education Assistant in the NWT.

Top 20 jobs in demand

NOC Code	NOC Job Category		
1221	Administrative officers	688	\$71,847
1241	Administrative assistants	607	\$60,785
4212	Social and community service workers	479	\$68,765
4214	Early childhood educators and assistants	448	\$32,346
1311	Accounting technicians and bookkeepers	408	\$71,380
6322	Cooks	289	\$36,650
2271	Air pilots, flight engineers and flying instructors	242	\$77,132
8231	Underground production and development miners	232	\$90,052
4311	Police officers (except commissioned)	183	\$121,262
1224	Property administrators	155	\$79,734
6211	Retail sales supervisors	154	\$55,355
1222	Executive assistants	134	\$63,090
1225	Purchasing agents and officers	128	\$81,501
2263	Inspectors in public and environmental health and occupational health and safety	120	\$93,550
5254	Program leaders and instructors in recreation, sport and fitness	111	\$37,988
1227	Court officers and justices of the peace	110	\$87,632
8221	Supervisors, mining and quarrying	109	\$123,327
3233	Licensed practical nurses	105	\$96,363
9241	Power engineers and power systems operators	89	\$109,322
1242	Legal administrative assistants	84	\$40,218

Source: The Conference Board of Canada (base case)

**Forecasted
job openings**
(2015-2030 base case)

**Average
NWT income**
(Full Year - Full Time)

Source: 2011 National Household Survey

FOR A JOB IN THIS CATEGORY ...

You typically require education from a college where programs tend to be more directly career-oriented and offer practical or hands-on training. Students pursuing these careers require various dash 1- and dash 2-level high school courses for college acceptance.

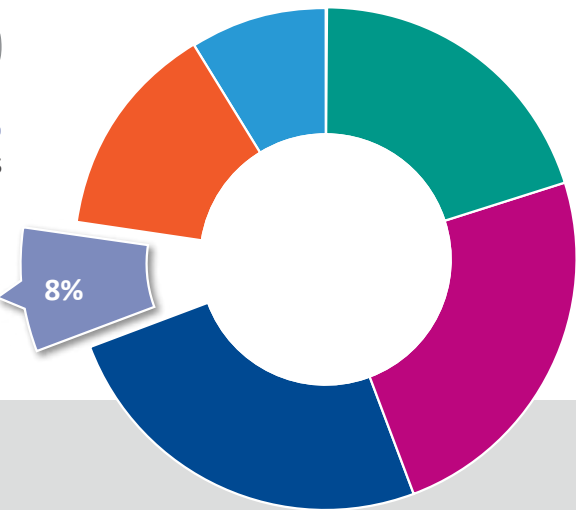
- College admission requirements vary and most colleges typically accept students with grade 12 averages above 70%, however there may be no minimum requirement. Of the colleges with minimum requirements, the highest average for admission is 85%.
- Mature students (those older than 25, and who have been out of school for at least two years) can also apply for postsecondary education. To consider the circumstances of mature students, the admission criteria may not be the same as those for younger students. Check with your preferred school for more information.
- Aurora College offers many courses, including a Business Administration and an Office Administration diploma program, as well as other degree, diploma and certificate programs. Check out their course calendar at www.auroracollege.nt.ca for more information.

Skilled Trades and Occupational Certification Level of Education

Skilled trades and certified occupations typically require a combination of formal postsecondary education at a technical training institution as well as on-the-job training as an apprentice. The amount of time needed for education and apprenticeship varies. On average, it takes three to four years, with an average of eight weeks of postsecondary education required each year, to become certified.

By 2030
there will be **2,312**
trades related job openings

This represents **8%** of total
NWT job openings



Highest paying jobs

Which jobs requiring a trades certificate pay the most, on average, in the NWT?



Electrical power line and cable workers

\$116,081



Supervisors, motor transport and other ground transit operators

\$107,597



Industrial electricians

\$104,291



Construction millwrights and industrial mechanics

\$97,721



Welders and related machine operators

\$90,614



Simon Hagen has lived in the north his whole life and is apprenticing to be an electrician.

Top 20 jobs in demand

NOC
Code NOC Job Category

7271	Carpenters	378	\$56,669
7241	Electricians (except industrial and power system)	207	\$76,247
7321	Automotive service technicians, truck and bus mechanics and mechanical repairers	189	\$77,444
7312	Heavy-duty equipment mechanics	152	\$89,467
7251	Plumbers	118	\$57,245
7237	Welders and related machine operators	113	\$90,614
7311	Construction millwrights and industrial mechanics	102	\$97,721
7315	Aircraft mechanics and aircraft inspectors	95	\$79,249
7302	Contractors and supervisors, heavy equipment operator crews	94	\$86,306
7202	Contractors and supervisors, electrical trades and telecommunications occupations	89	\$84,882
7242	Industrial electricians	78	\$104,291
7205	Contractors and supervisors, other construction trades, installers, repairers and servicers	66	\$82,270
7204	Contractors and supervisors, carpentry trades	56	\$69,559
7331	Oil and solid fuel heating mechanics	55	n/a*
7246	Telecommunications installation and repair workers	54	\$84,623
7372	Drillers and blasters-surface mining, quarrying and construction	51	\$88,802
7294	Painters and decorators (except interior decorators)	47	\$42,472
7253	Gas fitters	37	\$86,699
7244	Electrical power line and cable workers	36	\$116,081
7305	Supervisors, motor transport and other ground transit operators	31	\$107,597

Source: The Conference Board of Canada (base case)

*"n/a" means data is not available

**Forecasted
job openings**
(2015-2030 base case)

**Average
NWT
income**
(Full Year - Full Time)

Source: 2011 National Household Survey

FOR A JOB IN THIS CATEGORY ...

You typically require education from a technical training institute or college that outlines the prerequisites for entry into their respective trades and occupational programs. Students pursuing these careers generally require academic skills from some dash 1- but mostly dash 2- and some dash 3-level high school courses.

- Before signing an apprenticeship contract with an employer, an apprentice must pass the appropriate Trades Entrance Exam (TEE) with a mark of 70% or higher, or have a high school transcript showing course credit and grades appropriate to the trade category. Aurora College, through the School of Trades, Apprenticeship and Industrial Training, offers apprenticeship training in many trades and occupations.
- The *Schools North Apprenticeship Program* (SNAP) supports high school students in the NWT to earn credit and pursue a career in trades. SNAP students can accrue time for credits both during the school year and through summer and weekend employment.
- Across Canada, trades training and certification are the responsibility of the provinces and territories. The *Interprovincial Standards Red Seal Program* (known as the Red Seal) creates national standards for certain trades. In order to practice many trades in the NWT, a Red Seal is required by many employers. Other trades require a certificate and/or license to practice.

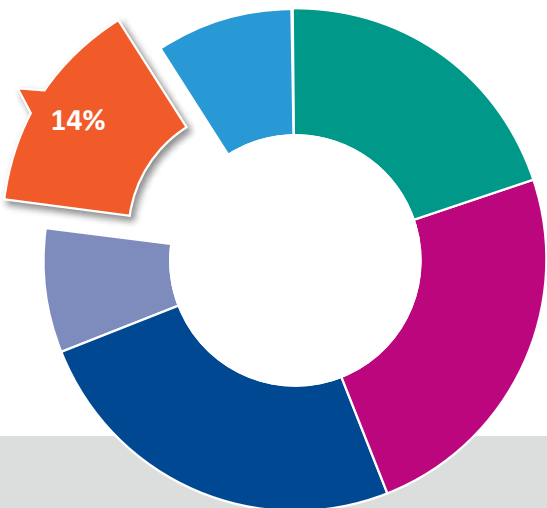


High School Level of Education

Jobs in this category typically require high school education, with up to two years of occupation-specific training or work experience. There are many programs to support achieving a high school diploma.


By 2030
there will be **3,871**
high school education
related job openings

This represents **14%** of total
NWT job openings



Highest paying jobs

Which jobs requiring a high school level of education pay the most, on average, in the NWT?

				
Correctional service officers	Heavy equipment operators	Payroll clerks	Storekeepers and partspersons	Transport truck drivers
\$85,156	\$81,205	\$80,868	\$77,021	\$64,594

Charlene Menacho lives and works in the NWT in the field of reception and office support.

Top 20 jobs in demand

NOC Code	NOC Job Category		
7521	Heavy equipment operators (except crane)	386	\$81,205
6421	Retail salespersons	360	\$43,621
7511	Transport truck drivers	297	\$64,594
1414	Receptionists	264	\$45,466
1411	General office support workers	210	\$60,832
3413	Nurse aides, orderlies and patient service associates	207	\$57,601
1431	Accounting and related clerks	193	\$62,524
7513	Taxi and limousine drivers and chauffeurs	163	\$29,590
6541	Security guards and related security service occupations	149	\$52,448
4413	Elementary and secondary school teacher assistants	127	\$53,795
4412	Home support workers, housekeepers and related occupations	110	\$57,608
1521	Shippers and receivers	106	\$45,731
4422	Correctional service officers	104	\$85,156
4411	Home child care providers	101	\$15,106
7452	Material handlers	87	\$52,402
1522	Storekeepers and partspersons	58	\$77,021
6513	Food and beverage servers	55	\$22,663
7514	Delivery and courier service drivers	53	\$52,316
6551	Customer services representatives - financial institutions	52	\$38,519
1432	Payroll clerks	47	\$80,868

Source: The Conference Board of Canada (base case)

**Forecasted
job openings**
(2015-2030 base case)

**Average
NWT
income**
(Full Year - Full Time)
Source: 2011 National Household Survey

FOR A JOB IN THIS CATEGORY ...

You typically require a high school diploma. Within the NWT, students must earn 100 credits from grade 10 to grade 12 in the following areas:

- English language arts—or French for students enrolled in a Francophone school (15 credits); social studies (10 credits); mathematics (10 credits); science (10 credits); CALM (3 credits); community service (1 credit); physical education (3 credits); northern studies (5 credits); fine arts (3 credits); career & technology studies (5 credits); career & program plan (1 credit); additional grade 12 credits (10 credits); elective credits (24 credits).
- Aurora College offers two access programs—the *Occupations and College Access Program* and the *University and College Access Program*—that helps learners get the qualifications they need to move into certificate, diploma, and degree programs. Learners may be eligible for SFA for these programs.
- Employers can check out programs and services at ECE Service Centres for labour force planning, workplace skills development and training, and career counseling. These include programs to support youth employment, training, and training-on-the-job, as well as a targeted initiative for older workers.

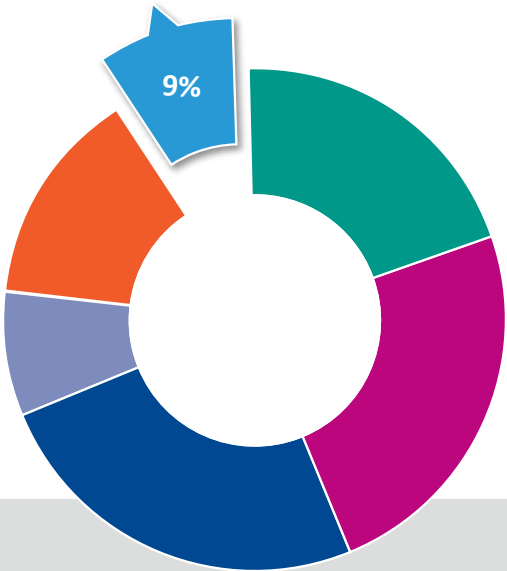


Less than High School Level of Education

Job prospects requiring less than a high school level of education typically require short work demonstrations or on-the-job training, with no formal educational requirements. Employers have specific requirements and expectations for these jobs.





By 2030
there will be **2,468**
less than high school education
related job openings

This represents **9%** of total
NWT job openings



Highest paying jobs

Which jobs requiring less than a high school level of education pay the most, on average, in the NWT?

				
Mine labourers	Other trades helpers and labourers	Public works and maintenance labourers	Janitors, caretakers and building superintendents	Landscaping and grounds maintenance labourers
\$74,373	\$64,730	\$62,662	\$56,734	\$55,234

Mitchell Johnson is a high school student in the NWT who works part time as a cashier and counter attendant while he completes his high school studies.

Top 20 jobs in demand

NOC Code	NOC Job Category		
6733	Janitors, caretakers and building superintendents	757	\$56,734
6731	Light duty cleaners	447	\$34,921
6611	Cashiers	354	\$28,360
7611	Construction trades helpers and labourers	205	\$42,480
6711	Food counter attendants, kitchen helpers and related support occupations	176	\$33,010
6622	Store shelf stockers, clerks and order fillers	165	\$29,635
7621	Public works and maintenance labourers	68	\$62,662
6621	Service station attendants	60	\$26,031
8614	Mine labourers	45	\$74,373
7612	Other trades helpers and labourers	30	\$64,730
9619	Other labourers in processing, manufacturing and utilities	30	n/a
6741	Dry cleaning, laundry and related occupations	27	\$34,035
8612	Landscaping and grounds maintenance labourers	26	\$55,234
6722	Operators and attendants in amusement, recreation and sport	21	n/a
6732	Specialized cleaners	13	\$42,627
8615	Oil and gas drilling, servicing and related labourers	12	\$47,640
9611	Labourers in mineral and metal processing	12	n/a
7622	Railway and motor transport labourers	10	n/a
9614	Labourers in wood, pulp and paper processing	6	n/a
8616	Logging and forestry labourers	4	n/a

Source: The Conference Board of Canada (base case)

"n/a" means data is not available

**Forecasted
job openings**
(2015-2030 base case)

**Average
NWT
income**
(Full Year - Full Time)

Source: 2011 National Household Survey

FOR A JOB IN THIS CATEGORY ...

You typically require academic skill from mostly dash 3-level high school courses but may require some dash 2-level courses. Employers in this category generally provide on-the-job training and it is important to ask about their specific requirements and expectations.

- ECE Service Centres provide a variety of supports to help clients develop job experience and workplace skills. They provide supports for short-term training programs, career action planning, resume and cover letter development, and more information on programs and supports.
- Aurora College offers *Adult Literacy and Basic Education* (ALBE) in a series of community-based programs that promote learner success and contribute to a strong Northwest Territories. These programs are building blocks for adults without a high school diploma, and can help learners develop the foundations to attain personal, career and educational goals.
- Prior Learning Assessment and Recognition (PLAR) is another way to achieve an NWT high school diploma. For more information, search 'PLAR' at www.ece.gov.nt.ca

Job Support Services from ECE

The GNWT's Department of Education, Culture and Employment (ECE) provides, or contributes to, a number of services for both individuals and employers. These services can help NWT workers find a job or get the training they need for success.

FOR INDIVIDUALS

Career Services

ECE Service Centres offer programs and services to help you plan your career path, improve your skills and find work. This includes services such as career counselling, resume and cover letter writing, job search activities, and access to computers and the Internet. Through a self-assessment, Career Development Officers can help you build a career action plan, and inform you of the types of supports that are available. For more information, visit www.ece.gov.nt.ca.

Job Bank

Visit the Job Bank at www.jobbank.gc.ca to explore career options, find jobs, discover how much money you can make, and learn what skills you'll need for jobs that interest you. Try searching by 4-digit NOC code.

Skill Development and Training

ECE offers financial support for short-term skill development and training for both Employment Insurance (EI) and non-EI eligible clients for up to 52 weeks, to a maximum value of \$21,500. Depending on eligibility and program type, ECE may provide individuals with the following types of supports:

- **Books (\$550 per semester)**
- **Travel costs**
- **Tuition (\$2,400 per semester)**
- **Training allowance (\$1,800 per month)**
- **Special equipment (\$300)**
- **Childcare (as per Childcare User Subsidy Program)**
- **License/certificate fees (\$1,000)**

Specialized program supports are offered to youth, apprentices, people in small communities, older workers, and persons with disabilities. Funding amounts vary by program type. For more information, visit www.ece.gov.nt.ca or contact your local ECE Service Centre for assistance.

NWT Student Financial Assistance (SFA)

ECE offers full- and part-time assistance to NWT residents attending accredited postsecondary programs. Depending on eligibility, SFA may provide postsecondary students with the following types of supports:

- **Basic Grant: funding for tuition (\$2,400 per semester), books (\$550 per semester) and travel costs**
- **Supplementary Grant or Remissible Loan: monthly living allowance (\$850 per month). The amount increases with dependents.**
- **Repayable Loan (up to \$1,400 per month)**
- **NWT Grants for Students with Permanent Disabilities (up to \$8,000 per academic year)**
- **Course Reimbursement: part-time studies funding, up to \$500 per course**

Students who return to the NWT benefit from student loan remission rates of \$3,000, \$4,000 or \$6,000 every six months based on community of residence. Students who accessed a repayable loan also benefit from 0% interest if they live in the NWT. The GNWT provides a \$2,000 Northern Bonus for northern and southern students who reside in the NWT for 12 months, which can be applied to student loan debt. Once a loan has been repaid and/or remitted, students can also access additional funding through a revolving loan limit.

For more information on SFA or to apply online, visit www.nwtsfa.gov.nt.ca or www.facebook.com/nwtsfa, or call 1-800-661-0793 toll-free.

FOR EMPLOYERS

On-the-Job Training

ECE provides employers with support for skill development and training of current or prospective employees. Depending on the program type, employers may be eligible for up to 52 weeks of support, to a maximum value of \$20,000, for the following types of supports:

- **Wage subsidies (\$10 per hour or \$400 per week)**
- **Tuition costs (\$500 per course)**
- **Course materials (\$100 per course)**
- **Special equipment and supports (\$300)**
- **Job coaching and mentoring (proposal based)**

Co-sponsored training

ECE provides a job grant for employers to share the cost of training current or prospective employees. Employer-sponsored trainees may be unemployed and need training to obtain a job, or employed/under-employed and need training for a better job. Depending on eligibility, employers may receive 2/3 of the costs, to a maximum of \$10,000 per employee, for the following:

- **Tuition costs or fees charged by a training provider**
- **Mandatory student fees**
- **Books, software and other required materials**
- **Examination fees**

For more information, visit www.ece.gov.nt.ca or contact your local ECE Service Centre for assistance.

NWT Nominee Program

ECE offers an employer-driven nominee program that supports the recruitment and retention of foreign nationals when there are no qualified Canadians or permanent residents available. The nominee program accelerates the pathway for a foreign national to become a permanent Canadian resident. Depending on eligibility, the following program streams may apply:

- **Critical Impact Workers**
- **Skilled Workers**
- **Express Entry System for Skilled Workers**

For more information, visit www.immigratenwt.ca or call 1-855-440-5450 toll-free.

Next Steps

This handbook highlights important information from the Northwest Territories Labour Market Forecast and Needs Assessment. Understanding the NWT's current and future labour market helps us all make informed decisions.

The GNWT will use this information to ensure that the NWT education and training system keeps pace with current and future labour market needs. The GNWT will collaborate with many partners to determine what appropriate actions to take and will develop action plans to achieve the goals and priorities of the Skills 4 Success Strategic Framework.

Improving employment success for NWT residents, closing skill gaps for in-demand jobs, and more effectively responding to employer and industry needs will help realize the Skills 4 Success vision: *NWT residents have the skills, knowledge and attitudes for employment success.*

To learn more visit www.skills4success.ca

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

English

Si vous voulez ces informations en français, contactez-nous.

French

Kîspin ki nitawihîtin ē nihîyawihk ôma âcimôwin, tipwâsinân.

Cree

TLĪCHQ YATI K'ĒĒ. DI WEGODI NEWQ DĒ, GOTS'O GONEDE.

Tłıchq

ʔERIHĪL'ĪS DĒNE SŪLINĒ YATI T'A HUTS'ELKĒR
XA BEYĀYATI THEʔĀ ʔAT'E, NUWE TS'ĒN YŌLTĪ.

Chipewyan

EDI GONDI DEHGĀH GOT'JE ZHATJE K'ĒĒ EDATL'ĒH
ENAHDDHĒ NIDE NAXETS'Ē EDAHLĪ

South Slavey

K'ĀHSHŌ GOT'JNE XĀDŌ K'Ē HEDERI
ʔEDĪHTL'Ē YERINIWE NĪDĒ DŪLE.

North Slavey

Jii gwandak izhii ginjik vat'atr'ijahch'uu zhit
yinohtan ji', diits'at ginohkhii.

Gwich'in

UVANITTUAQ ILTCHURISUKUPKU INUVIALUKTUN, QUQUAQLUTA.

Inuvialuktun

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Inuktitut

Hapkua titiqqat pijumagupkit Inuinnaqtun, uvaptinnut hivajarlutit.

Inuinnaqtun

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SKILLS
success

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www.ece.gov.nt.ca

2016