

Memorandum

To: Service Providers responsible for the delivery of Youth Job Connection and Youth Job Connection Summer Programs (YJC/S)

From: David Cronin, Director, Program Delivery Support Branch (PDSB), Employment and Training Division

Date: December 4, 2020

Subject: Youth Job Connection Summer (YJCS) Placement Hours

Objective

The purpose of this memorandum is to provide an update to YJC/S service providers with operational guidance around the YJCS 10-hour per week maximum placement hours.

What Is Happening?

To remain flexible and to support clients where possible, the Ministry of Labour, Training and Skills Development (MLTSD) has reviewed the YJCS placements and the rules around the 10-hour maximum placement per week. The 10-hour maximum has been identified a barrier to students who wanted and needed to work more hours.

The Ministry led consultations with colleagues from the Ministry of Education who provided clarity around the status of the school year and ensuring the requirements of the *Education Act, 1990* are being met. Ministry of Education who provided clarity around the status of the school year and ensuring the requirements of the *Education Act, 1990* are being met.

As such, the Ministry (MLTSD) will allow youth participating in YJCS to work more than 10 hours a week, but no more than 15 hours a week if:

- Service providers can demonstrate that the number of hours the student is working does not prevent the student from fulfilling their school requirements (either in class or online);
- The number of hours worked is reasonable, occurs outside of school hours and is supported by the student (i.e. the student agrees to and wants to exceed the 10-hour limit);
- Service providers have an active and detailed monitoring plan for the student to ensure increased work hours does not affect their schooling;
- Employers are not pressuring the student to work more hours than they are able; and
- The expectation is that regardless of hours, employers must ensure a safe environment including providing proper personal protective equipment to ensure the safety of the youth.

Who Is Affected?

- All service providers responsible for the administration of the YJCS program
- Clients who are participating in the YJCS program

What Should Be Done Now?

Service providers should familiarize themselves with the flexibility in this operational change to better support YJCS clients moving forward.

Contact Information

For enquires or further clarifications service providers can speak directly with their regional Employment and Training Consultants.

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