



# CAREER PROGRAMS

SCHOOL DISTRICT NO. 38 (RICHMOND)

## A Future Without Limits



## SD38 CAREER PROGRAM OFFERINGS



[careerprograms.sd38.bc.ca](http://careerprograms.sd38.bc.ca)



@sd38careers

**RICHMOND**  
SCHOOL DISTRICT NO. 38

# APPLYING for an SD38 Youth TRAIN in Trades (YTIT) Program

## WHY:

- FREE TUITION\*** (paid by Richmond School District #38; savings of \$2500 - \$4000)
- Start post-secondary** while in high school; beat their wait-lists
- Register** as an apprentice-in-training with the Industry Training Authority (ITA)
- Earn **TRIPLE CREDITS** for
  - High School ... 20-28 elective credits (Grade 12 courses that count toward GPA)
  - College/University ... credits/certificate with partner post-secondary school
  - Industry Training Authority ... Level 1 technical training + work hours toward apprenticeship
- Acquire **job-ready skills** during program and **earning potential** immediately upon graduation

*\*Students are responsible for all other associated program fees, books, equipment, tools and consumable items. These are outlined in the Youth Train in Trades application form.*

## WHO:

- Keen interest in the trade for which student is applying
- Prior or current related Gr. 10-11 coursework an asset (comfortable using trade-related tools)
- Demonstrated level of maturity suitable to a post-secondary environment where students may be in class with adults
- Strong English language skills to communicate and interpret information and technical language
- Strong Math and Science skills for solving problems and making decisions
- Driver's license is an asset (a must in some trades)
- Will not achieve Ministry of Education graduation prior to program start (graduates may be considered in exceptional circumstances for programs held within SD38 schools)

## HOW:

- Complete Youth Train in Trades application (get from black **Career Programs display board in/near your counselling area** OR download from the District Career Programs Office website)
- Include all required documents prior to submitting (use checklist found in application)
- Submit completed application to the Career Programs Office (Cambie Secondary - Learning Services)
- Those who qualify will be invited for an interview (April-June)
- NOTE: Quality of applications will be assessed based on the following criteria: academic achievement, related course work, work habits, attendance/punctuality, overall behavior and attitude

## WHEN:

- APPLY EARLY, as there are limited seats for these programs**
- APPLICATION **DUE DATE(S)** are found on front page of the form (must apply by end of February for Baking and by end of second deadline for all other programs)

**QUESTIONS? Contact the Career Programs Office (see back page)**

# PARTICIPATE in the Youth WORK in Trades (YWIT) Program

## WHY:

- Earn up to 16 high school credits (four courses) for paid work
- Be registered as an apprentice with the ITA while in high school
- Work hours go toward **Level 1 trade certification**
- Student is **sponsored** by employer
- SD38 Career Programs **support provided** for apprentice, employer and ITA
- May qualify to **earn a \$1000** Ministry of Education award

## WHO:

- Working in a **recognized trade**, either full or part-time (See qualifying trades at [www.itabc.ca](http://www.itabc.ca))
- Are **PAID** (cannot be under the table)
- Are between **15-19 years old**
- Have a **certified supervisor** (Certificate of Qualification, Red Seal, or Journey person)

## Other District Partnership Programs

Applications available through your Career Advisor, School Counsellor or the SD38 Career Programs Office  
(Also found on your school's Career Programs (CPO) display board or on the CPO website).

Program and Application Due Dates (Approximate)	Overview of Program
<p><b>*NEW*</b> <b>RICHMOND RCMP Youth Academy</b></p> <p><b>Application Due Date:</b> Early November</p>	<p><b>Description:</b> For those interested in a career in policing or law enforcement, this is an intense 4½ day career simulation opportunity that takes place in SD38. Students participate in theory and practical sessions, through role-play and various team work activities, including drill practice. Run by Richmond RCMP staff, the Academy challenges students, both mentally and physically, giving them confidence and practical skills that will last a lifetime.</p> <p><b>Program Timeline:</b> Thursday, Feb. 17th – Monday, Feb. 21st, 2022 + Grad Night Tues. Feb 22nd</p> <p><b>Who Can Apply:</b> SD38 students in Grades 10-12 (Preference given to those in grades 11/12)</p>
<p><b>*NEW*</b> <b>Exploration in MANUFACTURING AND ENGINEERING</b></p> <p><b>Application Due Date:</b> Before Spring Break</p>	<p><b>Description:</b> This new SD38 program introduces students to concepts in machining, manufacturing, fabricating and engineering. Using manual and computer numerical control (CNC) technology, students will learn and apply concepts of design, manufacture and repair of components from a variety of metals and other engineered materials. Students will learn to transform raw materials into finished manufactured products. They will acquire an industry certificate through the BC Alliance for Manufacturing and Northwest Skills Institute.</p> <p><b>Program Cost:</b> TBD</p> <p><b>Program Timeline:</b> Second semester – afternoons @ Burnett (a.m. at home school)</p> <p><b>Who Can Apply:</b> SD38 students in Grades 11-12</p>
<p><b>LinK38</b> (Learning in Kwantlen)</p> <p><b>Application Due Date:</b> Middle of May</p>	<p><b>Description:</b> Apply to take a Kwantlen Polytechnic University (KPU) evening course at the Richmond Campus. <b>Course MUST directly correspond to student's post-secondary career transition pathway.</b> <u>LinK38 course offerings vary each year and are determined by SD38 Career Programs Office staff.</u> Transferable course counts for post-secondary and high school credit (4 credits). <b>MUST apply directly through the SD38 Career Programs Office, <u>not KPU.</u></b></p> <p><b>Program Cost:</b> SD38 covers tuition cost of course; Students purchase course books</p> <p><b>Program Timeline:</b> One-night per week from September – December (usually 4-7pm). Day of week is dependent on course taken.</p> <p><b>Who Can Apply:</b> Only Grade 11 students entering Grade 12 in the next school year</p>

# YOUTH TRAIN IN TRADES (ITA) 2022-2023 PROGRAMS OFFERED

## Application Deadlines

### 1st Deadline – End of February

(Baking Program applicants must meet 1st deadline)

### 2nd Deadline – End of April

**\*\*If all schools operate on the semester system in 2022-2023, Plumbing and Professional Cook1 will be held during second semester.**

**Program Prerequisites = courses that must be successfully earned prior to program start date.**

## PLUMBING

**\*\*Day 2's (September to June @ Palmer Secondary + 4 weeks at Piping Industry College)**

In this ITA Foundation Program, students will apply their knowledge by learning how to plan, design, and install piping systems, as well as interpret drawings, use the plumbing code, and math/science. The program includes electrical and welding components. Students learn how to use industry-specific tools and machinery and will attend the UA Piping Industry College for four non-consecutive weeks during the program.

Upon successful completion of this program, students will achieve technical training credit for the first of four levels towards Red Seal certification and can seek employment as apprentices.



### PROGRAM PREREQUISITES

- Any Math 11 AND a Language Arts 11; Physics 11 recommended
- Physically able (tight spaces, moving heavy equipment)
- Successful result on district math assessment
- Previous tech ed course(s) experience an asset

### CREDITS AND CERTIFICATION EARNED

- ITA Certificate of Completion (Level 1 technical training) + 375 work-based training hours
- Receive 16 credits (4 courses) at Grade 12 level

## PROFESSIONAL COOK 1

**\*\*Day 2's (September to June @ Richmond Secondary) + subsequent July @ VCC**

In this ITA Foundation Program students perform all phases of kitchen activities including the preparation and presentation of vegetables, soups, sauces, meat, fish and poultry, cold kitchen items; desserts, baking, pastry; basic menu planning/costing as well as knowledge of safety, sanitation and food storage, and customer relations. Students attend MANDATORY four weeks at VCC in July (where they take their practical and written ITA exams).

Students who are successful in this program, achieve the first of three levels towards Red Seal certification. Students will be encouraged to seek employment as apprentices during the program, earning hours as credit toward certification.



### PROGRAM PREREQUISITES

- Any Math 11 AND a Language Arts 11
- Able to work in a fast-paced, multi-tasking environment
- Successful result on district math assessment
- FoodSafe Level 1 Certification (may complete in summer prior to program start) / Foods course experience an asset

### CREDITS AND CERTIFICATION EARNED

- ITA Certificate of Qualification (Level 1 technical training) + 250 work-based training hours
- 16 credits (3 Cook courses + 1 WEX course) at Grade 12 level
- Hours worked in the trade are registered with the ITA and go toward PC1 Level 1 apprenticeship

# AIRCRAFT MAINTENANCE ENGINEER – M

Full-time @ BCIT – Start date varies (see below\*\*)

**ONLY CURRENT GRADE 11 OR 12 STUDENTS MAY APPLY FOR THIS PROGRAM – May only start program in grade 12.**

An Aircraft Maintenance Engineer (AME) is responsible for the release (certification) of an aircraft after maintenance, inspection, repair or modification. This is an occupation requiring a high degree of responsibility and skill. Some of the skills learned include certifying airworthiness of aircraft, troubleshooting mechanical/electrical systems and adjusting and repairing systems according to strict specifications.

The program requires a commitment to all 16 continuous months with short breaks between terms. SD38 covers tuition for the first term (4 months) ONLY and students are responsible for the tuition for terms 2, 3 and 4 (months 5-16). Students must achieve 70% in each course within every term.



## PROGRAM PREREQUISITES

- Any Math 11 (min 60%) AND a Language Arts 12 (min 67% or 50% for English course)
- Must have Physics 11 (SD38 requirement)
- Successful result - BCIT Mechanical Reasoning Trades pre-entry test
- Must have and Tech Ed 10/11 course and/or Auto Mechanics 11
- Good colour vision, and interest in mechanics
- Participation in Air Cadets a plus

## CREDITS AND CERTIFICATION EARNED

- Receive credit for Term 1 (of 4) toward AME certification and 16 Grade 12 credits (4 courses)
- License will be granted by Transport Canada when required work experience is achieved and applicant reaches age 21. (Work experience may only begin at age 19.)
- **\*\*Check with Career Programs Office for program start date** (likely early fall or late spring start date in grade 12)

# AUTO COLLISION & REFINISHING TECHNICIAN

Full-time @ VCC (Broadway) – February – October

In this 35-week ITA Common Core Foundation Program, students engage in a wide range of learning opportunities in the classroom, shop and workplace settings, as related to both the auto collision and refinishing trades. VCC uses modern equipment and techniques to train students in a wide range of topics including, health and safety, environmental compliance, cutting, welding and heating processes, removal and install of metal/plastic vehicle components, surface preparation, topcoat application, as well as perform automotive detailing tasks that meet quality assurance standards

Students who are successful in this program, achieve Level 1 technical training credit for BOTH of the Auto Collision and the Auto Refinishing trades. Upon completion, students may then select which of these two trades to pursue at Level 2. Students will be encouraged to seek employment as apprentices during the program, earning hours as credit toward certification.



## PROGRAM PREREQUISITES

- Any Math 11 AND a Language Arts 11
- Completion of senior level Tech Ed courses(s)
- Mechanical aptitude, interest and experience
- Successful result on district math assessment

## CREDITS AND CERTIFICATION EARNED

- TWO Certificates of Completion (Level 1 Technical Training)
  - Auto Body & Collision Technician (and 625 work hours credit)
  - Automotive Refinishing Technician (and 450 work hours credit)
- 28 credits (7 courses) at Grade 12 level
- Must do 120 work experience hours – student arranges on own (may earn additional 4 credits with WEX)

# AUTO SERVICE TECHNICIAN

Full-time @ BCIT (Burnaby) – July-Feb (before Gr 12) OR Feb-Dec (Gr 12)

**(ONLY OPEN TO Gr. 11 APPLICANTS entering Gr. 12 next year.)**

In this 30-week ITA Foundation Program, students develop mechanical skills as well as, electrical and computer diagnostic skills in the auto service industry. They will learn to disassemble, inspect and assemble engines and accessories, cooling systems, transmissions and clutches, drive lines, braking and suspension systems. Students will use logic and deductive reasoning in diagnosing and troubleshooting mechanical as well as electrical/electronic vehicle systems.

Students who are successful in this program, achieve the “completion” Level 1 technical training in this trade\*. There are three levels towards Red Seal certification. Students will be encouraged to seek employment as apprentices during the program, earning hours as credit toward certification.



## PROGRAM PREREQUISITES

- Any Math 11 AND a Language Arts 12 (LA before program start)
- Completion of senior level Tech Ed courses(s)
- Mechanical aptitude, interest and experience
- Physics 11 is strongly recommended
- Having a driver’s license an asset (in order to move vehicles in shop)

## CREDITS AND CERTIFICATION EARNED

- ITA Certificate of Completion\* (Level 1 technical training) + 450 work-based training hours
- \*If >70% achieved for in-school training, student will be eligible to write Level 1 Certificate of Qualification ITA exam
- 28 credits (7 courses) at Grade 12 level

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## BAKING AND PASTRY ARTS

\*Full-time Semester 1 @ VCC (Pender) – July - December

\***Must apply by first deadline (END OF FEBRUARY) – PROGRAM STARTS in JULY after Gr. 11**

*Students are required by VCC to submit a detailed portfolio and questionnaire in April, as part of the application process.*

In this 24-week ITA Foundation Program, students apply occupational skills, prepare doughs, batters and other ingredients leading to the production of breads, cakes, pies, cookies puff pastry and other baked goods. They are also trained in the assembly, icing and decoration of cakes, French pastries and petit fours. Interviews are the first week in May with the VCC baking department. Upon successful completion of this foundation program, students will achieve technical training credit for the first of three levels towards Red Seal certification and can seek employment as apprentices.



Students who are successful in this program, achieve the first of three levels towards Red Seal certification. Students will be encouraged to seek employment as apprentices during the program, earning hours as credit toward certification.

### PROGRAM PREREQUISITES

- Any Math 11 (minimum "C") AND a Language Arts 11
- VCC portfolio and questionnaire (due in April) + VCC interview (May)
- FoodSafe Level 1 Certification
- Strong attendance / punctuality record; able to stand for long time
- Completion of senior level Foods courses(s)

### CREDITS AND CERTIFICATION EARNED

- ITA Certificate of Completion (Level 1 technical training) + 900 work-based training hours + VCC certificate
- 24 credits (6 courses) at Grade 12 level
- Must do 120 work experience hours – student arranges on own (may earn additional 4 credits with WEX)

## CARPENTRY (FRAMING AND FORMING)

Full-time Semester 1 or 2 @ BCIT (Burnaby)

In this 23-week ITA Foundation Program, students will learn to assemble and erect falsework and forms for concrete, wood and metal frame construction. Program topics include site/shop safety, interpreting construction drawings and specifications, understanding building code and bylaws, working with trade tools, using rigging and hoisting equipment, surveying and leveling, site layout, doing concrete formwork, residential framing and understanding building science structures. Training prepares students for entry-level employment through basic classroom theory and hands-on shop practice.

BCIT

Students who are successful in this program, achieve technical training credit for the first of four levels towards Red Seal certification and can seek employment as apprentices.

### PROGRAM PREREQUISITES

- Any Math 11 AND a Language Arts 12 (LA before program start)
- Must be able to work at heights and in adverse weather
- Relevant ADST (tech ed) course work an asset (e.g. woodwork)
- Successful result on math and reading assessments

### CREDITS AND CERTIFICATION EARNED

- ITA Certificate of Completion (Level 1 Common Core technical training) + 450 work-based training hours
- 20 credits (5 courses) at Grade 12 level

## ELECTRICIAN, CONSTRUCTION

Full-time Semester 2 @ BCIT (Delta Secondary) – February – July

In this 24-week ITA Foundation Common Core Program, students will learn to plan, assemble, install, test, and repair electrical systems, and maintain electrical equipment. Electrical systems provide heating, lighting, power, alarm, security, communication and control in residential, commercial, institutional, industrial, transportation, marine and entertainment environments. The program emphasizes a hands-on approach to training, where experience gained in the workshop is focused on industry practice.

BCIT

Students who are successful in this program, achieve technical training credit for the first of four levels towards Red Seal certification and can seek employment as apprentices. (This program requires 70% minimum in every unit.)

### PROGRAM PREREQUISITES

- Any Math 11 (min 60%) AND a Language Arts 12 (LA before program start) AND Physics 11
- Relevant ADST (tech ed) course work an asset (e.g. electrical)
- Good hearing, eyesight and hand-eye coordination

### CREDITS AND CERTIFICATION EARNED

- ITA Certificate of Completion (Level 1 technical training) + 350 work-based training hours
- Receive 20 credits (5 courses) at Grade 12 level

## INTERIOR SYSTEMS MECHANIC (LATHER)

6 weeks at FTI (Surrey) – Mid-June – July

In this 6-week ITA Foundation Program, students will learn to perform job layouts using blueprints, and install, handle, erect and Apply materials that are component parts in the construction of ceilings and walls. Program topics include safe work practices, reading blueprints, using ladders, scaffolding and aerial lifts, rigging/hoisting, using hand tools, and installing insulation, non-load bearing framing and gypsum wallboard products.



Finishing Trades  
Institute of BC

Upon successful completion of this program, students will achieve technical training credit for the first of three levels towards Red Seal certification and can seek employment as apprentices.

### PROGRAM PREREQUISITES

- Any Math 11 AND a Language Arts 11
- In good physical condition and able to lift heavy objects
- Ability to stand for lengths of time and work at heights

### CREDITS AND CERTIFICATION EARNED

- Pass ITA exam and course work to earn Level 1 technical training certification (Certificate of Completion) + credit for 300 work-based hours
- Receive 4 credits (1 course) at Grade 12 level

## JOINER (CABINET MAKER)

Full-time Semester 2 @ BCIT (Burnaby) – February – August

In this 25-week ITA Foundation Program, students will learn to use manual and CAD layout or manual and CNC/CAM machines, to assemble, install and finish articles that are fabricated with wood, plastic and other materials, and are intended to be used as architectural woodwork, millwork and furniture. Program topics include shop safety, drafting practices, layout techniques, woodworking joints, structure/properties of wood, lumber production/grading/handling, identifying wood species, types of plywood, composition board, laminates, adhesives/sealants, hardware and use of basic hand tools, including power/table/band/scroll saws, drills, sanders, routers, a lathe, planer and more.



Upon successful completion of this program, students will achieve technical training credit for the first of four levels towards Red Seal certification and can seek employment as apprentices. (This program requires 70% minimum in every unit.)

### PROGRAM PREREQUISITES

- Any Math 11 AND a Language Arts 12 (LA before program start)
- Proven mechanical aptitude, detail oriented; good physical shape
- Completion of ADST (tech ed); Woodwork course an asset
- Successful result on math and reading assessments

### CREDITS AND CERTIFICATION EARNED

- ITA Certificate of Completion (Level 1 technical training) + 475 work-based training hours
- Receive 24 credits (6 courses) at Grade 12 level

## WELDING

Full-time Semester 2 @ KPU (Cloverdale) – February – August

In this 28-week ITA Foundation Program, students will develop the necessary skills and knowledge to work safely and effectively using a variety of welding processes and procedures. This program prepares graduates for work with companies that manufacture structural steel and plate work, boilers, heavy machinery, and other ferrous and non-ferrous metal products. Program topics include oxy fuel and metal arc welding, air and plasma arc cutting, reading technical drawings, and basic metallurgy.



Upon successful completion of this program, students may\* achieve technical training credit for both the first AND second levels (of three) towards Red Seal certification and can seek employment as apprentices. Students must commute daily to Kwantlen Polytechnic University Cloverdale campus and are encouraged to have their driver's license.

### PROGRAM PREREQUISITES

- Any Math 11 AND a Language Arts 11
- Completion of ADST (tech ed) course
- Mathematical aptitude, detail-oriented and good hand-eye coordination
- Successful result on math assessment + KPU instructor interview

### CREDITS AND CERTIFICATION EARNED

- ITA Certificate of Completion\* (Level 1 AND Level 2 technical training) + 300 work-based training hours (\*must be successful on ITA standardized written exam)
- Receive 24 credits (6 courses at Grade 12 level)

## ADDITIONAL Youth Train in Trades Programs OFFERED:

- Sheet Metal (BCIT-Burnaby) – schedule TBD
- Metal Fabrication (BCIT-Burnaby) – schedule TBD
- Millwright (Industrial Mechanic) (KPU – Cloverdale) – January (31st) – July
- Painting and Decorating (Finishing Trades Institute – Surrey) – 6 weeks (mid-June to end of July)
- CNC Machinist (BCIT-Burnaby) (Gr 12 only) – January start – Needs 2-year program commitment

(All programs offered are full-time, and are taught face-to-face or using a hybrid learning model.)

See your Counsellor or Career Information Advisor for more info. See back page to contact Career Programs.

## Career Programs Office Team

- **Terri Lockhart** (Coordinator – Career Programs)
- **Peter Thackwray** (Facilitator – Career Programs)
- **Grace Imperial-Prasad** (Administrative Assistant)

## Questions for the Team?

- **EMAIL:** [careerprograms@sd38.bc.ca](mailto:careerprograms@sd38.bc.ca)
- **CALL:** 604-668-6000 ext 3766

## For More Information...

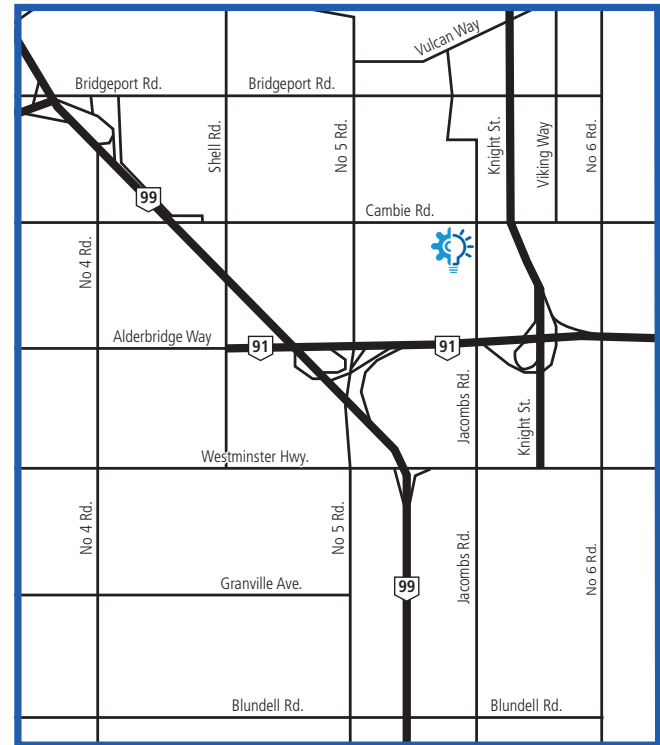
- Check the Career Programs website
- Arrange for a program site tour
- Check Career Programs display board (in/near each school's counselling area)

## Secondary Parent Information Evenings

- Presented VIRTUALLY in the comfort of your own home!
- Meeting link details will be posted on our website and social media channels
- **CHOOSE** an evening that works for you (Time is 6:30-7:30pm)
  - Tuesday, November 9<sup>th</sup> OR
  - Wednesday, January 26<sup>th</sup> OR
  - Thursday, February 24<sup>th</sup>
- **LEARN** what our programs offer to students:
  - Post-secondary credits earned in high school
  - Free tuition – paid by SD38
  - Life-long employability skills acquisition
  - Apprenticeship certifications and more
- **HEAR FROM** Industry Guest Speakers

## SD38 Career Programs Office

c/o Cambie Secondary School, 4151 Jacombs Road,  
Richmond, BC V6V 1N7



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SCHOOL DISTRICT NO. 38 (RICHMOND)

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Ministry of  
Education