

# The Employment Journey on PEI

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## RISE program helps victims break the silence

by Gloria Welton

A new program called RISE provides free legal resources and support to people who have experienced sexual violence, including workplace sexual harassment.

"It is silencing, extremely traumatizing, and often confusing when people experience sexual violence like assault or workplace sexual harassment," says **Alia Hack**, Program Manager. "Our program helps clients stand up to what is happening in a well informed and supported way."

The program offers free legal resources including legal information, up to four hours of free advice from a lawyer, support to navigate the justice system, and referrals to other community support services.

Alia says these services are only a call or an email away. "We are getting up to two calls a week from those who are being or have been victimized. We also get calls from friends of victims and community partners, which we are very happy to receive."

Also working with RISE and taking the calls and emails is **Emma Chilton**, Legal Navigator. "We have an incredible group of seven lawyers who are passionate about the RISE program. The lawyers participating have expertise in criminal, civil and family, human rights, and employment law.

"We keep in mind that the client needs time to be ready to make that call to the lawyer after connecting with us," says Emma. "We are here to help the client look at all their options and gain confidence to address their situation. Getting legal advice can set them on the path to addressing sexual violence and/or workplace sexual harassment."

"It took about eight months to develop the RISE program," says Alia, who came on staff in November 2019.

"There are so many aspects of implementing a brand new program, especially one that addresses a highly personal topic like sexual violence, such as connecting with community partners, financing, administration, evaluation, and promotion, as well as other measures to safely meet the needs of the client."

RISE is offered through Community Legal Information (CLI) which is a registered charity that helps PEI residents understand the law and navigate the justice system. CLI provides a safe, judgment-free way to get current legal information on many aspects of the law, in a language that is understood.

### Workplace sexual harassment presentations for employees

"This is a very complex issue which traumatizes and can put a person's livelihood at risk," says Alia. "Our goal is to educate people about workplace sexual harassment in the context of the law, and about victims' options to address the issue. Our target audience is employees, including bystanders, while our partner, the PEI Human Rights Commission, will work with employers."

### Workplace Harassment Regulations required

Effective July 1, 2020 it is mandatory for every employer to have a Workplace Harassment Policy.

Employers can get support and guidance to develop the policy through the Occupational Health and Safety division of the Workers Compensation Board.

For more information about Workplace Harassment Regulations, email [ohs@wcb.pe.ca](mailto:ohs@wcb.pe.ca) or call **902-368-5697**.

Visit [www.wcb.pe.ca/WH](http://www.wcb.pe.ca/WH)



### Connecting with the RISE program

The RISE program will be available for the long-term as a result a five-year funding agreement with Justice Canada and a two-year funding agreement with the PEI Department of Justice and Public Safety.

Alia and Emma are available by phone and by email, so don't hesitate to connect.

Call **902-218-6143** or email: [rise@legalinfopei.ca](mailto:rise@legalinfopei.ca)

Visit [www.risepei.com](http://www.risepei.com)



(From left) Emma Chilton, Legal Navigator for RISE and Alia Hack, Program Manager for RISE.

**Emma Chilton**, Legal Navigator for RISE, is from Charlottetown. She is a graduate of the Arts and Science program at McMaster University. "My degree gave me a very holistic sense that helped me to become more independent. The highlight was living in France for a year, which gave me a lot of confidence with the French language.

"During my undergrad, I did an internship at CLI for two summers. I was able to build relationships by connecting to other people working in the community justice field. "After graduating from McMaster, I was hired by that university in various roles such as research, teaching assistant, and student navigator. I had some training in mental health support and suicide intervention, which gave me the practical training I needed to become more ready for employment.

"These experiences changed my perspective, and I felt more able to help empower people and share tools to help rebuild or make better choices. In the middle of March 2020 the university closed because of COVID-19, so my partner and I decided to move back to PEI. I started working at CLI again. I appreciate the mission and the values that CLI stands for, which help people better understand the legal system and make decisions. I was thrilled to apply to the RISE program when an opening became available."

Emma says she looks forward to making further connections that she hopes will help make a difference in people's lives.

**Alia Hack** is the Program Manager for RISE. She is from Nova Scotia and has family ties that led her to move to PEI. Her career path started with a degree in psychology.

She then entered a Youth in Partnership program to get some international development skills and to become more employable. She went to Botswana, a country in southern Africa, to help raise funds for a hospice and to assist with community supports to fight HIV-AIDS.

She went on to do her Masters of Business Strategy at EDHEC in France and then worked in Berlin with a technical start-up company. She realized that a career strictly in the business sector was not for her.

"I moved back to Canada and started my career on PEI in program/community development at the PEI Association for Newcomers to Canada. That job was good preparation for working with the RISE program.

"I look forward to assisting victims through RISE and to better understanding their needs to ensure RISE makes a lasting impact on PEI."

**RISE**  
LEGAL RESOURCES FOR VICTIMS OF  
SEXUAL HARASSMENT & VIOLENCE

# Residential Construction on PEI continues strong in 2020

by Heidi Riley

“Residential construction on PEI is currently going really well,” says **Allan Manley**, Executive Officer, **Canadian Home Builders Association-PEI (CHBA-PEI)**. “There is still a high demand for labour. Residential construction is a stable path of employment.”

“The industry is currently as busy as it was in 2019,” says **Andrew Garth**, President, CHBA-PEI. “The second quarter of 2020 had 138 projects completed in the Charlottetown area, which is a step up from last year.”

“This is the third year that we anticipate building through the winter,” says Allan. “It used to be people went on EI through the winter, but now foundations are being poured in advance just so that they can keep up with demand.”

A BuildForce Canada construction industry investment update reports employment on PEI saw a strong recovery in May 2020, exceeding both pre-COVID-19 and 2019 levels as projects resumed and workers returned. It indicated that over the next 24 months, residential and non-residential construction demand is expected to increase as deferred and planned new projects get underway, resulting in increased employment in 2021 and sustained employment in 2022.

“General Labourers are in highest demand,” says Andrew. “If you are worried about getting into a career that may not be there in the future because of the rise of artificial intelligence, construction will always need people.”



Andrew Garth, President of the Canadian Home Builders Association-PEI and owner of Ravenwood Stairways in Alberton.

For more information, contact **Allan Manley**, at **902-218-6425** or email **allan@chba-pei.ca**. Visit **www.chba-pei.ca**

For the full interview, visit **www.employmentjourney.com** and search **Canadian Homebuilders Association-PEI**.



# Seasonal and year-round agriculture employees are in demand

by Stella Shepard

“About 4,400 jobs are directly related to agriculture on PEI,” says **Laurie Loane**, Executive Director, PEI Agriculture Sector Council.

“Farmers hire labourers in March and April and throughout the summer, and then we have a huge amount of hiring for four to eight weeks in the fall for harvest. Depending on the commodity, a lot of these jobs are available year round.”

“There are also jobs in management, science, human resources, mechanics, government, and at agriculture-related companies.”

“In spite of COVID-19, most farm employers are hiring and making sure that everyone is social distancing, providing extra wash stations, and extra gear.”



## Seasonal employment opportunities

- Harvester
- Grader
- Labourer
- Packer
- Farm Technician
- Forklift Driver
- Tractor/Combine Operator
- Class 1 & Class 3 A Driver

## Other year-round jobs

- Dairy Relief Milker
- Dairy Herdsman
- Seed Technician
- Milker
- Vet Technician
- Equipment Operator/Mechanic

## Where to find job postings

PEI Agriculture Sector Council website: **www.peiagsc.ca/employment.php**  
Facebook: **www.facebook.com/agriculture.council/**

The **Blue Seal Technician Apprenticeship Program** is expected to start January 11, 2021. Tuition for the program is 100 percent subsidized by SkillsPEI. Apprentices must be EI eligible and have 1,000 hours work experience in the agriculture industry.

For more information, call **902-892-1091**. Visit **www.peiagsc.ca**

For the full interview, visit **www.employmentjourney.com** and search **Agriculture**.



# Jobs in the green economy on PEI

by Stacy Dunn

A green job is a job or self-employment that contributes to a more sustainable, environmentally friendly world.



Examples of green jobs include Scientists, Engineers, Architects, Architectural Technologists, Planners, Economists, Biologists, Conservationists, Policy Analysts, Greenhouse Gas Specialists, Public Relations, Landscapers, and Geomatics.

The Holland College **Architectural Technology Program**, in partnership with other institutions and organizations, helps students explore green jobs.

“We regularly work with Habitat for Humanity and private homeowners on developing energy efficient residential projects that provide great practical experience for students,” says **Bruceyene Collins**, Learning Manager with the Architectural Technology program.

“Green jobs are the future of the architectural building industry and PEI is well situated to address the effects of climate change through sustainable construction practices.”

**Colleges and Institutes Canada** offers an internship program for youth. “About 84 percent of interns found employment or continued their education after finishing their internship,” says **Paul Murnaghan**, Program Manager, Holland College Applied Sciences and Engineering Technology programs.

UPEI plans to open the **Canadian Centre for Climate Change and Adaptation** in St. Peter's Bay by the end of 2021. The facility will include research, innovation, collaborative space, and a residence for third- and fourth-year students.

“We will partner with other organizations on projects like monitoring coastline, soil erosion, and crops,” says **Ross Dwyer**, Project Manager. “We have a great opportunity to study biodiversity using drones, virtual reality technology, GIS, and other mapping software.”

**ClimateSense Professional Internship Program** is a continuing education program for graduates and professionals working in climate change and adaptation at UPEI.

“There have been job opportunities in the environmental sector across all departments for the last couple of years,” says **Erin Taylor**, Director of the ClimateSense program and the Manger of the Climate Change Secretariat for PEI's Department of Environment, Water and Climate Change. “We need well-educated people with creative and innovative ideas to build networks and find solutions.”

For the complete article, visit **www.employmentjourney.com** and search **Green jobs**.



# Aquaculture industry is hiring

by Heidi Riley

The Aquaculture industry on PEI grows and harvests farmed seafood, including shellfish and finfish. Aquaculture also drives a thriving processing, packing, shipping, and export industry.



“Initially, COVID-19 had a very dramatic effect on the mussel and oyster sectors,” says

**Peter Warris**, Director of Projects and Industry Liaison, PEI Aquaculture Alliance. “Sales of mussels went down by 85 percent, and sales of oysters dropped almost 100 percent. But sales are now beginning to improve.”

“In many instances, the workload has actually increased, because growers are holding on to more product that is not being sold.”

“For some in the industry, their problem is not being able to find enough people to fill available job positions.”

Aquaculture provides jobs year-round, but there can be seasonal variations in work volumes. The weeks running up to Christmas can be very busy, but winter can be a low period. Processors are still in operation, but once the ice sets in, labour work is cut back. In spring, things gear up again. Fall is the busiest time.

## Aquaculture jobs in demand

- Entry-level farm labourers at mussel farms during socking season
- Entry-level boat crew.
- Technical roles such as quality assurance, lab work, hatchery technician

“The aquaculture industry supports a whole range of other industries, including trucking and transport, suppliers, and local fabricating shops. A lot of spin-off economic development comes from the industry, such as food service, food development, and tourism.”

For a list of jobs available in aquaculture, visit **www.aquaculturepei.com/employment.php**

For the full interview, visit **www.employmentjourney.com** and search **Aquaculture**.



# Employment opportunities at Veterans Affairs Canada

by Stacy Dunn

**V**eterans Affairs Canada (VAC) delivers programs and services such as disability benefits, financial benefits, rehabilitation, pension advocacy, education, training support, and case management services to current and former members of the Canadian Armed Forces, the RCMP, and their family members.

About 3,400 employees work at VAC across Canada. More than half are located at the department's head office in Charlottetown. There are up to 1,000 different job titles in the organization.

## Current hiring

"The department is currently hiring 300 full-time positions to support the work in our Disability Benefits program," says **Anne Marie Pellerin**, Senior Director, Human Resources, with VAC.

"This is one of the biggest programs in our department. The hiring process started in July, and it will take a couple of months to fill all 300 positions."

## Hiring process

"We have adjusted our hiring process by asking applicants to provide more information to us in relation to the specific job they are seeking, and how they meet the criteria," says Anne Marie. "The assessment process may also include take-home exams and interviews by video or teleconferencing."

"Hiring typically increases in January and September, due to student hiring/re-hiring, the start-up of new projects and reinvestments in workload plans. For Veterans' Week in November, VAC hires many casuals to help prepare for the series of events. "Casual workers fill a short-term immediate need and can be hired directly by a department throughout the year."

"Casual workers may apply for permanent part-time or full-time positions as well as term positions (positions with a specified end date) that are posted externally."

To start your job search with the federal government, visit [www.canada.ca/GCjobs](http://www.canada.ca/GCjobs)

Check out this video on the application process: [www.youtube.com/watch?v=0GW7P3g9hhI](https://www.youtube.com/watch?v=0GW7P3g9hhI)

For the full article, visit [www.employmentjourney.com](http://www.employmentjourney.com) and search **Veterans Affairs Canada**.



# So you want to start a business?

by Gloria Welton

**R**achel Adams, Marketing & Events Coordinator for **Startup Zone** in Charlottetown, recently hosted an online summit for entrepreneurs. People from across Canada shared their insight and experiences to help work through the stages of starting a small business.

"When thinking about starting a business, the money issue is top priority," says **Stefanie Corbett**, Associate and Director of Operations at Island Capital Partners. "People may over or underestimate what finances they need."

"Be very clear as to what you need the money for so you can weed through wants and needs," says **Alicia Grayeb**, Program Manager of Startup Services at Venn Innovation in New Brunswick. "Nothing comes for free, so be very good at researching your options."

"The idea is to prioritize," says **Mohamed Elabshihy**, Associate, Knowledge & Insights at MaRS Discovery District in Toronto. "First, ask questions to sort out what is most important to focus on, and then look for feedback to adjust your product or service."

**Valerie Fox**, Chief Innovation Consultant at the Pivotal Point in Toronto, says it is important to know what resources are available in your community and to have a great mentor. "Make sure you get good solid advice based on experience."

The **Startup Zone** is PEI's Business Incubator. Their goal is to accelerate new startups by connecting them with the space, resources, and supports they need to grow.

For more information about the Startup Zone in Charlottetown, visit [www.startupzone.ca](http://www.startupzone.ca)

For the full article, visit [www.employmentjourney.com](http://www.employmentjourney.com) and search **So you want to start a business**.



Stefanie Corbett



Alicia Grayeb



Mohamed Elabshihy



Valerie Fox

# More healthcare workers join PEI health system this year

**A**ccording to a PEI Government news release, a total of 18 new physicians, 12 specialists and six family medicine physicians, have signed on to practice in Prince Edward Island in 2020.

The specialties of the physicians include hospitalist, radiology, pediatrics, rheumatology, general surgery, internal medicine, cardiology, hematology, neurology, neonatal pediatrics, and OBGYN.

"Throughout this especially challenging year, the recruitment and retention team, in collaboration with Health PEI, continued working diligently behind the scenes to fill high demand health positions for Prince Edward Island," says **Hon. James Aylward**, Minister of Health and Wellness.

In addition to these new physicians, two family medicine sponsored residents will be placed with Health PEI in the coming months.

So far this year, 76 graduate Registered Nurses, four graduate Nurse Practitioners, three experienced RNs and two experienced NPs have been hired as part of the newly enhanced Nursing Recruitment Incentive Program.

This spring and summer, 78 nursing students were hired through the Nursing Student Employment program to start work in Health PEI and private long-term care facilities, more than double the usual number.

Through the Health Care Futures Program, 26 university students were hired to work in health care settings across the province this summer.

"By engaging more and more new graduates and students, we are able to showcase not only our Island health system, but PEI as a destination to live, work and enjoy," said Minister Aylward. "When choosing a career path following graduation, it is important that health professionals know PEI is an excellent option."

To learn more about jobs in healthcare on PEI, visit [www.healthjobspei.ca](http://www.healthjobspei.ca)



# Demand for Early Childhood Educators across the province

by Stella Shepard

**"T**here are about 150 Early Childhood Centres across PEI," says **Sonya Hooper**, Executive Director of the Early Childhood Development Association of PEI. "There is a demand for Early Childhood Educators."



## Educational requirements

- Early Childhood Care & Education diploma
- Certified First Aid course
- A vulnerable sector criminal record check
- The ability to speak French (in a Francophone centre)

## Job titles at childcare centres

- Director or Supervisor
- Early Childhood Educator
- Substitute Caregiver
- Inclusions Support Worker/Special Needs Assistant
- Early Childhood Educator Assistant
- Cook

Centres are also looking to create a substitute list. Substitute Early Childhood Educators require a criminal record check and vulnerable sector check, must be 18 years of age or older, and have emergency first aid certification. They do not require Early Childhood Care and Education training. Those interested in substitute positions can visit [www.ecdaofpei.ca/educators/careers/substitute.php](http://www.ecdaofpei.ca/educators/careers/substitute.php) to register on the substitute list.

For more information about **Early Childhood Education**, contact **Sonya Hooper**, at **902-368-1866** or [s.hooper@ecdaofpei.ca](mailto:s.hooper@ecdaofpei.ca) Visit [www.ecdaofpei.ca](http://www.ecdaofpei.ca)

For the full article, visit [www.employmentjourney.com](http://www.employmentjourney.com) and search **Early Childhood Education**.

## Early Childhood Education Week is November 8-15

Sonya says this is a time to recognize and celebrate the exceptional educators who support the children to grow, learn, and thrive in the early years, the most rapid period of development in human life.

## Long time business on the road back to operating full time again

by Pierre Gallant, Owner, HMS Office Supplies

**HMS Office Supplies** has been a full-service office supplier in downtown Summerside since 1982.

While businesses were closing temporarily due to COVID-19, we opted to stay open. On April 13, we reduced store hours and laid off our employees when we were notified we would not be receiving any furniture due to staff shortages at the manufacturer.

Thankfully, orders started coming in, and it was not long before some staff were needed. Most staff members worked part time at the beginning. Adjustments were made to the store and how we operate. We sourced our sanitizer locally through Deep Roots Distillery and hired a local company to manage our social media.

Store hours are now extended to Monday to Friday 9 am to 4 pm. As of July 6, all staff, with exception of one, were back to full time hours. We cannot thank our customers enough for their support.



Pierre Gallant (right), Owner, HMS Office Supplies, Summerside and Emma-Kate McLellan (left), one of the businesses Customer Service Representatives.

For more information about **HMS Office Supplies**, call **902-436-4281**.

Visit [www.hmsoffice.ca](http://www.hmsoffice.ca)

For the full article, visit [www.employmentjourney.com](http://www.employmentjourney.com) and search **HMS Office Supplies**.



## Food processing company stays true to its business values

by Stacy Dunn

**Chef Sarah Bennetto O'Brien**, Owner of the **The Handpie Company**, says she tries to stay true to her core values: "Real people making real food, locally sourced and handmade."

When COVID-19 pandemic restrictions were announced back in March, Sarah and her staff took a week and a half to transition operations to online orders and curbside pick-ups only.

"April was busier than it's ever been," says Sarah. In May, they welcomed customers back to the retail shop/manufacturing facility in Albany with social distancing measures and hand sanitizer on site. The company still does online orders and contactless pick-up as well.

The Handpie Company started in March 2017 in Borden-Carleton as a year-round business offering savory and sweet flaky pastry stuffed with a choice of fillings. Two years ago, Sarah moved the operations to Albany in the former Scotiabank to increase retail/wholesale and manufacturing capacities.

### Job titles

- Head Chef
- Head Bakers
- Bakers' Assistant
- Packaging Operator
- Dishwashers
- Retail staff
- Kitchen Assistant

Six people, including Sarah, work year-round. Usually, the company has 13 employees in the summer, but due to the pandemic, nine staff were on board this summer.

### Future plans

"In three years we hope to be in a federally certified facility so we can ship off-Island," says Sarah. "If we get a bigger manufacturing space, I would need an Operations Manager, Warehouse Manager, and more entry-level manufacturing jobs."

For more information, call **902-437-3100**. Visit [www.handpie.ca](http://www.handpie.ca)

For the full article, visit [www.employmentjourney.com](http://www.employmentjourney.com) and search **Handpie**.



Chef Sarah Bennetto O'Brien, Owner, The Handpie Company.

## New facility will allow the PEI Bioscience sector to continue to grow

by Heidi Riley

A new 20,000-square-foot **Bio-Manufacturing Incubator (BMI)** is being built at the BioCommons, near the West Royalty Industrial park in Charlottetown. The facility, to be completed early in 2021, will help support the growing bioscience sector on PEI.

"The number of companies developing on PEI or moving to the Island is continuing to increase," says **Rory Francis**, CEO, PEI BioAlliance. "In particular, there is an increase in the numbers of early-stage companies running research and development programs and doing product development."

The tenants planning to move into the new space in 2021 are already operating on PEI in the areas of human, animal and fish health.

"PEI needs to create more specialized space if we want companies to continue to develop and grow here," says Rory. "Otherwise, they will go somewhere else to scale up their business."

The new 20,000 square foot facility will have six suites available for rent to companies wishing to set up their equipment and start small-scale manufacturing of their products. Each suite will offer lab space, office space, a manufacturing area, and warehousing with shipping and receiving.

### Employment at the new facility

"There will be a full range of employment, including people working in laboratories, research and development, quality control and quality assurance, manufacturing leads, and production technicians."

For more information, visit [www.peibioalliance.com](http://www.peibioalliance.com)

For the full article, visit [www.employmentjourney.com](http://www.employmentjourney.com) and search **Bio Manufacturing incubator**.



## Bioscience company uses technology for pain measurement

by Heidi Riley

**BioTraceIT™** is a company that has developed a platform for detecting and monitoring pain in people and animals.



**BioTraceIT**

The company's hardware device uses skin sensors to detect biosignals related to disease and pain. Software produced by the company gathers, receives, processes, transmits, and displays the data. The use of IT Analytics helps to understand what treatments are most effective and what groups of people or animals will benefit from a particular treatment.

Manufacturing of the devices is done in Ontario, and the research and development and technical support teams are located on PEI. Six people work there now, and more Technical Support positions will be created on PEI in the near future.

"The ideal candidate could have a Veterinary Technician background and an understanding of what happens in a vet clinic and in the medical community," says **Deborah Dullen**, President and CEO of BioTrace IT™.

"They should be able to accurately and clearly explain to clients the technical applications and processes around software and medical devices. We want to have a great technical team that can answer customer questions quickly and efficiently."

Open positions are posted at [www.peibioalliance.com/job-postings/](http://www.peibioalliance.com/job-postings/)

Those interested in applying to **BioTraceIT™** may contact **Vivian Beer**, PEI BioAlliance, at [vivian@peibioalliance.com](mailto:vivian@peibioalliance.com)

For more information, visit [www.biotraceit.com](http://www.biotraceit.com) or [www.facebook.com/PainTrace](https://www.facebook.com/PainTrace)

For the full interview, visit [www.employmentjourney.com](http://www.employmentjourney.com) and search **BioTraceIT**.



# 2020 PEI Aerospace, Defence, and Marine conference focuses on maintaining success in a changing world

by Gloria Welton and Heidi Riley

The **Atlantic Canada Aerospace and Defence Association (ACADA)** held their first ever virtual Sea to Sky conference in August 2020.

"The conference addressed how the sector is being affected by the pandemic and what measures are needed to maintain success," says **Allan Campbell**, PEI Director for ACADA.

"Commercial aviation is among the most affected industries in Canada as a result of the pandemic," says **Francis McGuire**, President, Atlantic Canada Opportunities Agency. "It will probably be two to three years before we see a comeback."

**Tony Fang**, Professor at Memorial University of Newfoundland, talked about the results of a survey of over 800 Atlantic employers. The survey findings and industry leaders who spoke at the conference all see a need to address the following areas:

- More automation and technology
- Human resource management: staffing, compensation, talent attraction and retention.
- Business models: e-commerce, new service-delivery models, and online alternatives.
- Marketing, market restructuring, services and products restructuring.

For more information about **PEI's Aerospace, Defence, and Marine Industry**, contact **Allan Campbell**, Provincial Director PEI, **Atlantic Canada Aerospace & Defence Association**, at **902-314-3946** or email [allan@ac-ada.ca](mailto:allan@ac-ada.ca). Visit [www.ac-ada.ca](http://www.ac-ada.ca)



## PEI employers discuss the new normal

**Tronos** is an aircraft leasing, major modification centre and aircraft maintenance services provider which services aircraft from all over the world. There are 32 staff members working at locations at Slemmon Park and the Charlottetown Airport Business Park.

"We are very fortunate that we generally deal with niche aircraft operators, which have not seen as big an impact as commercial air travel," says **Mark Coffin**, CEO. "Most of our clients are stable. What business we have lost in some areas we have been able to pick up in other areas."

"We have been hiring even though this pandemic. We are looking for skillsets around additive 3-D printing and design, and technical drafting CAD skillsets. I encourage people to consider a career in Aerospace. The industry is not dead. Jobs will still be there."

For more about **Tronosjet**, visit [www.tronosjet.com/maintenance](http://www.tronosjet.com/maintenance)



**Aspin Kemp & Associates** (AKA) is a technology and systems integration company that works mostly in the offshore oil and gas, marine, and energy sectors. AKA in Montague has about 100 people.

"We managed five or six active job sites around the world throughout the pandemic, and we are still active," says **Jason Aspin**, CEO & CTO.

"COVID-19 really impacted our client base. We were also hit by the oil and gas sector shutdown. We did not get less busy, but the impact of revenue loss was pretty massive. I don't see us getting back to 2019 revenues for at least two or three years."

"Our workplace has changed a lot. Once employees began to work remotely, productivity went up everywhere in the business, and sick days went down."

"Our niche is making systems more efficient and reliable and making operational costs lower. I think anyone who survives as a ship operator or in the oil and gas sector will be looking at optimization in the new normal."

"We are excited about the solar PV microgrid projects in Summerside and Slemmon park. It's a great opportunity to show the world the technological knowledge available on the Island."

For more about **Aspin Kemp & Associates**, visit [www.aka-group.com](http://www.aka-group.com)



**MDS Coating Technologies** in Slemmon Park manufactures erosion and corrosion resistant coatings for gas turbine engines for military and industrial applications.

"As COVID-19 hit, revenue from military work spiked as commercial aviation disappeared to almost nothing," says **Kerry Butler**, VP Finance and Operations. "That spike meant that the pain of the revenue drop was not that bad."

"In the workplace, we fine-tuned a lot of our IT processes to accommodate people working from home, and we improved things on the engineering and accounting side. Of those people working from home, 99.9 percent are more productive."

"Fortunately for us, our retraction was less dramatic than for most companies in the aerospace sector. We will be able to take advantage of commercial aviation when it comes back."

"When we assess new job applicants, we look beyond their resumé to the person's character, work ethic, and how quick they react and adapt to change. That goes a long way."

For more about **MDS Coating Technologies**, visit [www.mdscoating.com](http://www.mdscoating.com)



**Action Aero** in Charlottetown specializes in the overhaul and repair of fuel, oil, and air-related engine accessories.

"When COVID-19 hit, work dropped off significantly and very quickly," says **Dave Trainor**, President. "We adapted training programs and put them online. Some people worked from home certain days of the week, doing development and training online."

"With new processes and improvements in place, we will be able to handle things much more efficiently and handle much more volume with the same number of people."

"As you enter the workforce, you need to be adaptive," says Dave. "If you usually sit at a computer, you need to be willing to roll up your sleeves and get your hands dirty. You need to be very flexible and willing to learn."

For more about **Action Aero**, visit [www.actionaero.com](http://www.actionaero.com)



For the full interview for each company, visit [www.employmentjourney.com](http://www.employmentjourney.com) and search each company by name.

# Government bursaries, grants, and more supports available for students

by Stacy Dunn

For students, this can be the time of the year to get all the information needed to secure funding for post-secondary school. **Anne Partridge**, Executive Director of Post-Secondary Education and Continuing Education with the Department of Education and Lifelong Learning, explains some of the many financial supports in place.

**Island Advantage – George Coles Bursary:** PEI students entering first year at UPEI, Maritime Christian College, Holland College, or Collège de l'Île, may be eligible. You do not need to apply, and eligible students will automatically receive this bursary.

**Island Advantage Needs-Based Bursary** is available to PEI residents enrolled at UPEI, Holland College, Maritime Christian College, or Collège de l'Île who meet the income requirements for the Canada Student Grant for Full-Time Students (CSG-FT).

**Debt Reduction Grant** provides Island graduates with debt relief on their provincial student loans.

**Community Service Bursary** helps students pay for college or university (on or off-PEI). It is available to high school students who volunteered a minimum of 30 hours, or maximum of 150 hours during grades 10, 11, and 12.

## Federal and Provincial Loans

The amount a student can borrow in combined federal and provincial student loans is determined according to a student's assessed financial need and within the weekly maximum amount. The combined weekly maximum amount you can borrow is as follows:

**Canada Student Loan:** \$350 per week of study (increased for 2020-21)

**Prince Edward Island Student Loan:** \$187 per week of study

**Canada Student Grant:** eligible full-time students could receive up to \$6,000 and eligible part-time students up to \$3,600.

## How to apply for grants and bursaries

Applications are available online, and Student Financial Services staff can answer students' questions and provide further help by phone or in person.

For more information, call **1-902-368-4640** or email [studentloan@gov.pe.ca](mailto:studentloan@gov.pe.ca)

For the full article, visit [www.employmentjourney.com](http://www.employmentjourney.com) and search **government bursaries, grants and supports**.

Anne Partridge,  
Executive Director,  
Post-Secondary  
Education and  
Continuing Education,  
with the Department  
of Education and  
Lifelong Learning.



# Addressing future skills needs in bioscience sector

by Stella Shepard

**The Canadian Alliance for Skills and Training in Life Sciences (CASTL)** is a partnership between academia, industry, and government to address the future skills needs of the Canadian life sciences sector.

In 2020, the PEI BioAlliance alongside the CASTL founding partners launched this multiple stream program for learners to acquire the technical and professional skills, as well as the theoretical knowledge to be work-ready in the bioscience sector.

"Learners include students developing their careers, individuals seeking to reskill for a career change, and workers supported by their employers to receive upskilling opportunities to increase their value to the business," says **Rory Francis**, CEO, PEI BioAlliance.

The initiative is bringing together Acadia University, University of Prince Edward Island, Holland College, Université de Moncton, and Community College of New Brunswick, along with industry partners and BioTalent Canada.

"This undergraduate program is in response to the demand and growth of the bioscience sector on PEI and Atlantic Canada and the changes brought on by COVID-19," says Rory.

"There is nothing like it in Canada. We are looking forward to building our workforce on PEI and in the whole country."

"The new program is unique in the way it will integrate academic skills, technical skills, and professional skills that come from workplace integrated learning," says **Sue Lefort**, Manager of Work Integrated Learning for CASTL. "Students will learn from experience in practical industry settings."

"This program will give students strong ready-to-work skill sets that would make them very attractive to employers," says Sue. "Life Sciences continues to be an area of high demand, from COVID-19 vaccines and diagnostics, to understanding climate change and feeding the world sustainably."

"Employment in the bioscience cluster has been a positive contributor to the local economy. The average employment income across all workers in the bioscience cluster is 44 percent higher than the average on PEI for other industries. Over 200 PEI positions have been posted since January 2020."

Students interested in learning more can contact their respective co-op offices at participating post-secondary institutions.

For employers interested in learning more, contact **Sue Lefort** at [sue@peibioalliance.com](mailto:sue@peibioalliance.com)

For more information about **CASTL**, visit [www.peibioalliance.com/castl](http://www.peibioalliance.com/castl)

For the full article, visit [www.employmentjourney.com](http://www.employmentjourney.com) and search **CASTL**.



# A new journey for Holland College staff and students

by Gloria Welton

Holland College campuses and centres across the province have a total of over 900,000 square feet of classrooms, labs, shops, and common spaces. Most of these areas are open for use this semester, as about one third of programs are being delivered through online distance learning, and the rest are a blend of distance and face-to-face delivery.

"We have a strong COVID-19 Operational Plan that has been approved by the provincial Chief Public Health Office," says **Justin Dunn**, Director of Facilities Management at Holland College who has an engineering background and with the college for 16 years.

Justin says the journey to college for staff, students, and visitors begins before getting there. "First, anyone experiencing any COVID-19 symptoms are not to come to the college and should contact the provincial Chief Public Health Office.

"If all is well, students and staff use their Holl Pass card to swipe in and enter the building. After using the hand sanitizer provided, they can safely move through the building, following the directional arrows and signs. It is highly recommended that students and staff wear a mask when physical distancing is not possible, such as in labs, shops, and hallways."

Classroom desks are spaced six feet apart, and a hospital grade disinfectant is available in every program area so that students and staff can clean their work stations and any equipment and tools used.

"Disinfecting and cleaning measures have been raised to a new level to maintain health standards during the pandemic," says Justin. "As a result of increased measures, additional custodial staff will be hired as required throughout the year."



Justin Dunn, Director of Facilities Management at Holland College.

For a list of job opportunities at **Holland College**, visit [www.hollandcollege.com/about/full%20career%20listing.php](http://www.hollandcollege.com/about/full%20career%20listing.php)

For the complete interview, visit [www.employmentjourney.com](http://www.employmentjourney.com) and search **A new journey for Holland College**.

## Breaking out of the criminal record barrier by Ethan Paquet

When **Dianne Young** founded **Lennon House** in Rustico, a residential facility aimed to help individuals dealing with mental health and addictions, she set the requirement for staff to have a clean criminal record. When one applicant admitted to having a criminal record, Dianne had to make a tough decision.

"The potential employee was honest and told us there were some charges from the past when this person was active in addiction. We asked the person to sign a form telling Lennon House what the charges were, and that they had been in recovery for at least two years without relapse."

It may have been a big risk, but it was the employee's honesty about the criminal record as well as the experience in the recovery journey that made this person such a good candidate, Dianne says.

"We hire people with lived experience, who are in recovery themselves and have knowledge of the recovery community."

When residents are ready to move on to finding employment, Lennon House is there to help. "We also have the John Howard Society of PEI work with the residents."

The John Howard Society Employment Assistance program helps with resumé writing, active job search skills, GED preparation, and employment counselling. They can also get help to find housing and complete pardon applications.

To learn more about Lennon House, visit [www.lennonhouse.ca](http://www.lennonhouse.ca)

For more about the **John Howard Society of PEI**, call **902-566-5425**.

For the full article, visit [www.employmentjourney.com](http://www.employmentjourney.com) and search **criminal record barrier**.



## DID YOU KNOW that employees can get a paid vacation? submitted by the PEI Employment Standards Branch

A paid vacation allows an employee to take an annual break from their work. Paid vacation includes vacation pay and the time away from work.

### How to qualify

An employee is entitled to an annual vacation after working continuously for 12 months with the same employer. Once the employee has worked for 12 months, the employer has four months after that to provide a paid vacation to the employee. This four-month period can be extended if the parties agree.

### How much time off for vacation

An employee is entitled to an annual vacation of at least two weeks if employed continuously with the same employer for eight years or less. Employees are entitled to a third week of annual vacation if they work continuously for more than eight years with the same employer.

### Calculation of vacation pay

An employer accrues vacation pay earned by an employee and then pays it to the employee for the vacation. Pay for a two-week vacation is based on four percent of an employee's total income earned over the previous 12 months; a three-week vacation is based on six percent of the employee's total income earned over the same period.

For example, an employee with four years of continuous employment who is paid \$25,000 each year will receive two weeks of annual vacation and \$1,000 in vacation pay (\$25,000 x 4 per cent). An employee with 10 years of continuous employment who is paid \$35,000 each year will receive three weeks of annual vacation and \$2,100 in vacation pay (\$35,000 x 6 per cent).

### Vacation pay and part-time, year-round employees

There can be circumstances when an employee who works year-round and on a part-time basis can refuse vacation time but still get vacation pay by providing written notice to an employer before the end of the employee's 12-month period of employment.

A part-time employee is someone who works for less than 90 percent of their normal working hours. Once the employer receives the written notice, they must pay the vacation pay to the employee no later than one month after the end of the employee's 12-month period.

### Vacation pay and seasonal / short-term employees

Seasonal or short-term employees are entitled to vacation pay but not vacation time. As a result, these employees can get vacation pay either on their pays or as a lump sum at the end of their employment. A seasonal or short-term employee can get vacation pay on their pays as long as the employee has agreed; the employer's pay records show vacation pay was paid on the employee's pays, and the pay statements show vacation pay is being paid on each pay.

### Vacation and paid holidays / vacation and paid sick days

On occasion, a paid (statutory) holiday such as Canada Day or Labour Day can occur on an employee's paid vacation. If this happens and as long as the employee is entitled to the paid holiday, the employee's vacation is extended by an extra day. On the other hand, pay to an employee for sick leave is not considered to be pay for vacation or pay in lieu of vacation.

This article provides only general information. Details about paid vacation or any other provision of the Prince Edward Island *Employment Standards Act* and Regulations can be obtained by contacting the Employment Standards Branch. Phone: **902-368-5550** or toll free: **1-800-333-4362**

Visit [www.peiemploymentstandards.com](http://www.peiemploymentstandards.com) for more information.

The Branch is located at Sherwood Business Centre, second floor, 161 St. Peter's Road, Charlottetown.

## Demand for HR services results in hiring Human Resources Coordinator by Stella Shepard

Eastern PEI business region is growing and prospering despite a global pandemic with help from the **Community Business Development Corporation East (CBDC)** located at the Rural Action Centre on Main Street in Montague.

CBDC East assists in creating small businesses and in expanding and modernizing existing businesses by providing financial and technical services to entrepreneurs. Services target entrepreneurs who require customized financing not ordinarily available from traditional sources.

One of the several business-related projects initiated through CBDC East was the hiring of **Margaret Gallant** as a Human Resource Consultant in 2016. She develops effective Human Resources best practices for small business owners in Eastern PEI.

"The demand for Human Resources services for Eastern PEI continues to grow, which has resulted in adding to the **HR Momentum Program** and hiring **Terra Quinn** as Human Resource Coordinator," says **Martina MacDonald**, Executive Director of **CBDC East**.

The program involves business coaching and training for current and past business clients and HR support to five new small to medium Eastern PEI businesses.

For more information, contact:

- **Margaret Gallant**, HR Consultant, [margaret.gallant@cbdc.ca](mailto:margaret.gallant@cbdc.ca) or **902-838-4030**, ext. **238** or **902-394-4625**.
- **Terra Quinn**, HR Coordinator, [terra.quinn@cbdc.ca](mailto:terra.quinn@cbdc.ca) at **902-838-4030**, ext. **238** or **902-808-5135**.

For more information about **Community Business Development Corporation East (CBDC)** visit [www.cbdc.ca](http://www.cbdc.ca) or call **902-838-4030**.

For the full article, visit [www.employmentjourney.com](http://www.employmentjourney.com) and search **demand for HR services**.

## How to achieve your goals

by Ethan Paquet

It can be challenging to stay motivated when procrastination stops you from making progress. But it doesn't have to be like that.

A goal is an achievable plan for the future. Short-term goals are the steps you take toward that long-term goal.

So, if you wanted to start your own business, consider what your business will sell, how much money you will need, how you are going to get that money and where you will open shop. By keeping your short-term goals related to your long-term goal, you can track your progress and know what you have left to do.

The **SMART Method**, created by George T. Doran, can show you how achievable your goal really is. Once you check off each category, your plan is in action.

**Specific.** Your goal should be a specific statement. (Example: "I want to start my own computer business.")

**Measurable.** Identify how each short-term goal will help reach the long-term goal.

**Achievable.** Short-term goals should be within your power to accomplish.

**Realistic.** Your long-term goal should be related to your life's purpose. (Example: "I want to start my own computer business," vs. "I want to be rich and famous and own a computer company.")

**Time.** Give your goal a deadline. Not only will this keep you focused on achieving the goal on time, it will also show you where you are on your way to achieving your goal. (Example: "I want to open my computer business on August 1, 2021.")

For the full article, visit [www.employmentjourney.com](http://www.employmentjourney.com) and search **How to achieve your goals**.



From left, Martina MacDonald, Executive Director of CBDC East, Margaret Gallant, Human Resource Consultant, and Terra Quinn, Human Resource Coordinator. Submitted photo

# A look at COVID-19 Operational Plans at West Prince employment services

by Ruby Arsenault

**E**mployment Resource Centres in Tignish and Alberton offer assisted and self serve employment services to help individuals prepare for, find, and maintain employment.

## Tignish Employment Resource Centre



"Due to the COVID-19 shutdown, I was working from home for 10 weeks, and it was good to get back in the office," says **Ruby Arsenault**, Employment Coach-Facilitator. "I was surprised how quickly clients adapted to online and phone only assistance for those weeks, and I was very happy that some of the services remained intact."

By May, Ruby says clients felt they required more personalized service, so she began to offer FaceTime appointments. "COVID-19 restrictions have proved that we have to become creative in the ways we provide services, and it's vital to stay up-to-date on technology and social media."

"On May 25 the centre opened, and clients were very happy to be able to access services again. Now our operational plan allows us to work in person with one client at a time. A hand sanitizing station is in place and I follow strict cleaning procedures."

### Services currently offered

- Access to current labour market information
- Information on employment programs and employment services
- Access to employment resource materials
- Information on local job postings and access to electronic job postings including but not limited to Work PEI, Employ PEI, and the Service Canada Job Bank
- Assistance with creating resumés and cover letters and filling in job applications
- Faxing, scanning, and printing required documents.
- The centre's Facebook page is updated daily with local job postings and resource information.

For more information, contact **Tignish Employment Resource Centre**, 211 Phillip Street. Call **902-882-2498** or email [rubbyarsenault@rccli.ca](mailto:rubbyarsenault@rccli.ca)  
Visit [www.facebook.com/tignishemploymentcentre](https://www.facebook.com/tignishemploymentcentre)

## Alberton Employment Resource Centre

"Services at the Alberton Employment Resource Centre continue with safety protocols put in place," says Facilitator **Becky Wedge**. "A maximum of three people are allowed in at the same time, and there are arrows on the floors showing where to walk and how to stay six feet apart."

"Chairs are placed at least six feet apart in the waiting room and the office. After each client, anything they have touched is wiped down. Although masks are not required, clients can choose to wear one or not. There are also disinfecting wipes and hand sanitizer to use in the common room and the office. I always sanitize my hands before handling papers, and anything printed is placed in an envelope to reduce any contact with germs."

"All of our regular services are still provided, including the use of a public computer. If any clients are hesitant to enter the Centre, I will go out and speak with them from their vehicle or take out any documents they requested."

For more information, contact **Becky Wedge** at 479 Church Street, Alberton or call **902-853-2646**.

Email [beckylwedge@rccli.ca](mailto:beckylwedge@rccli.ca)

Visit [www.facebook.com/alberton.ercentre.14](https://www.facebook.com/alberton.ercentre.14)



Becky Wedge, Facilitator

## Community Inclusions Ltd.

They provide employment, residential, recreational, and day services to adults with intellectual challenges in western PEI.

The Employment Services Program at Community Inclusions Ltd. resumed service to its clients within three days of the closure in March. From March until May, staff continued to work in a combination of methods including their offices, from home, meeting with clients outside of their homes, and through Zoom.

**Natalie Horne-Gallant**, Employment Counsellor, says some changes have been made since March and their COVID-19 Operational Plan is in place.

"The Odd Jobs program is an Employment Services Program offering the public free quotes on work such as house cleaning and yard work," says Natalie. "This program is now back in motion."

The Drop-in Day program started back up in June. To keep numbers low, changes were needed. In July, the whole group was able to come back together while practicing social distancing. Participants now use the back door to reduce traffic at the main entrance. COVID-19 symptoms checks, temperature checks, sanitization, and enhanced cleaning are now mandatory.

Employment Services Program staff are able to meet with people in their offices, but appointments are recommended. When individuals arrive for meetings, they must fill in a contact tracing form and be screened before meeting with staff.

Employment Services is funded by the Department of Economic Growth, Tourism and Culture through the Canada-PEI Labour Market Agreements.

For more information about **Employment Services Programs** offered by Community Inclusions Ltd., contact **Natalie Horne-Gallant** or **Talia Adams** at **902-726-3144**.



## Career Development Services, (CDS)

"We continue to support clients at CDS offices across the Island during COVID-19 and have worked hard to accommodate their individual needs," says **Dean Getson**, Career Development Practitioner and Site Manager at the O'Leary office.

"We provide information on funding streams for post-secondary studies, support clients as they seek employment, assist with subsidized wage programs, and support people as they go through the career exploration process."

"This is being accomplished through in-person meetings, phone appointments, e-mail correspondence, and coming soon, virtual conversations," says Dean.

CDS public access resource centers remain closed for the time being as they continue to look at best practices to manage COVID-19.

"Every office has developed an operational plan that best suits the individual site. We continue to respect social distancing guidelines while offering hand sanitizing stations and disposable masks."

"We want every client to know that we are adhering to all safety precautions while trying our best to meet expectations."

Contact your local CDS office to be informed on how you can gain assistance:

In O'Leary, call **902-859-2776**.

Visit [www.westprince@cdspei.ca](http://www.westprince@cdspei.ca) or [www.facebook.com/CDS-West-Prince-1421464374732763/](https://www.facebook.com/CDS-West-Prince-1421464374732763/)



## Calendar of Events

Check out all employment-related events online such as virtual conferences, workshops, courses, information sessions, training, programs, and much more.

[www.employmentjourney.com](http://www.employmentjourney.com)



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