

Department of Workforce and Advanced Learning

Budget Handouts

2017-18

**DEPARTMENT OF WORKFORCE & ADVANCED LEARNING
DEPARTMENTAL MANAGEMENT
Professional Services FY 2016-17**

<u>Name</u>	<u>Expenditure Type</u>	<u>2016-17 Forecast</u>
Peter C Ghiz Law Corporation	Legal	1,956
	TOTAL PROFESSIONAL	<hr/> 1,956 <hr/>

DEPARTMENT OF WORKFORCE AND ADVANCED LEARNING
Departmental Management
Salaries
April 1, 2017

	<u>Salary Level</u>	<u>Salary Range</u>
Deputy Minister	I (SCP)	122,612 - 160,873
Administrative Assistant	13 (EX)	46,828 - 55,761
Administrative Assistant	13 (EX)	46,828 - 55,761

DEPARTMENT OF WORKFORCE AND ADVANCED LEARNING
Departmental Management
OUT OF PROVINCE TRAVEL
FISCAL YEAR 2016-2017

Name	Destination	Purpose	Amount
Deputy Minister	Moncton	Maritime Seafood Processing Forum	209
	Moncton	Atlantic Consultations on Labour Market Transfer Agreements Roundtable	40
	St, John's	Council of Atlantic Ministers of Education and Training Meeting	48
	Thailand and Hong Kong	Signing of MOU between UPEI and Kasetsart University and meetings with Canadian teachers and guidance counselors	3,973
	Halifax	Meeting with NS Deputy Minister and Labour Market Programming Consultants	586
	Montreal	Forum of Labour Market Ministers - Labour Market Information Council Meeting	205
	Moncton	Francophone Immigration Ministers Forum	419
	TOTAL		

**DEPARTMENT OF WORKFORCE & ADVANCED LEARNING
Labour Research and Immigrant Recruitment, Settlement and Retention
FY 2016-2017**

Name	Expenditure Type	Forecast Amount
MRSB Consulting Services	Professional Services	\$ 11,670
Hennessey Holdings Inc.	Professional Services	618
Atlantic Evaluation Group Inc.	Professional Services	9,595
Results Marketing	Professional Services	25,345
Jan Sheppard Kutcher	Professional Services	27,000
Health HR Group	Professional Services	21,600
Think Forward Solutions	Professional Services	25,000
	<i>Forecast variance</i>	<u>69,272</u>
		<u>\$ 190,100</u>

DEPARTMENT OF WORKFORCE AND ADVANCED LEARNING
Labour Research and Immigrant Recruitment, Settlement and Retention
Salaries
As of April 1, 2017

	<u>Salary Level</u>	<u>Salary Range</u>
Director	25 (EX)	81,236 - 101,544
Senior Manager, Labour Market Research	20	66,712 - 83,428
Labour Market Specialist	21	69,755 - 87,178
Program Officer	15	50,961 - 63,733
Program Officer	15	50,961 - 63,733
Service Delivery Assistant - Job Bank	10	41,189 - 46,803
FQR Compliance and Administrative Officer	14	50,532 - 60,133
Administrative Assistant	10	41,189 - 46,803
Recruitment and Processing Officer	15	50,961 - 63,733
FQR Project Officer	14	50,532 - 60,133
Engagement Officer	14	50,532 - 60,133
Settlement, Integration & Recruitment Officer	15	50,961 - 63,733

DEPARTMENT OF WORKFORCE AND ADVANCED LEARNING
Labour Research and Immigrant Recruitment, Settlement and Retention
OUT OF PROVINCE TRAVEL
FISCAL YEAR 2016-2017

Name	Destination	Purpose	Amount
Labour Market Specialist	Moncton and Fredericton, NB	Canadian National Research Symposium on Financial Literacy Conference	\$ 806
	Moncton, NB	Federal Government Panel Roundtable on Youth Employment	431
	Halifax, NS	Meeting with Davies Pier and Deputy Ministers in NS and 3 meetings on best practices for at risk youth	157
	Toronto, ON	National Conference for Canada Learning Bond Champions and various meetings	1,352
FQR Officer and Labour Mobility Coordinator	Saint John, NB	FQR - Forum on Prior Learning Assessments Recognition	564
	Toronto, ON	CNAR Conference and FPT Labour Mobility Coordinating Group mtg	1,325
	Mississauga, ON	ESDC - Canadian Information Centre for International Credential Workshop on Assessing Refugee Qualifications	No cost to gov't
	Toronto, ON	FQR - FPT FQR Working Group Meeting	949
Executive Director	Halifax, NS	FQR - Immigrant Serving Association of Nova Scotia (ISANS) - "Hiring Immigrants for Success"	647
	St. John's NL	CAMET mtg and CAMET Board of Directors Meeting	No cost to gov't
	Moncton, NB	Maritime Provinces Higher Education Commission Meeting	96
	London, UK	Atl. Canada UK Mission - Canada's East Coast: Career Opportunities Expo	3,655
Bilingual Settlement Officer	Toronto, ON	2016 ACDME Planning Retreat / 109th ACDME meeting / 29th Canadian Education Statistics Council meeting	1,149
	Ottawa, ON	FPT Settlement Working Group on Immigration	1,897
	Moncton, NB	CAIF - Atlantic Strategy for French Immigration - IRCC Consultation	412
	Paris, France and Brussels, Belgium	Destination Canada - Recruitment fair in Paris and Brussels	4,838
Job Bank Service Delivery Assistant	Ottawa, ON	National Settlement Council and the FPT Settlement face-to-face meeting	1,803
	Halifax, NS	Atl. Francophone Immigration Face-to-face meeting	242
	Montreal, NS	National Metropolis Conference	1,033
	Gatineau, PQ	Job Bank National Meeting	No cost to gov't
Strategic Initiative Coordinator	Miramichi, NB	NB Trucking Industry Workforce Forum	301
Manager, Acting	Halifax, NS	Meeting with Davies Pier and Deputy Ministers in NS	181
Youth Coordinator	Toronto, ON	National Youth Leadership and Innovation Strategy Summit	1,117
Recruitment Officer	Toronto, ON	Sales PEI Mission	1,249
	Edmonton AB	Career Fair Canada - Repatriation Mission - Job Fair and Expat Reception	814
	Toronto, ON	East Coast IT Job Fair	374
Administrative Assistant	Edmonton, AB	Career Fair Canada - Repatriation Mission - Job Fair and Expat Reception	646
TOTAL			\$ 26,040

DEPARTMENT OF WORKFORCE AND ADVANCED LEARNING
Labour Research and Immigrant Recruitment, Settlement and Retention
Grants
FISCAL YEAR 2016-2017

Recipient	Purpose	Forecasted Amount
PEI Association for Newcomers to Canada	Operating grant to provide settlement services	\$ 463,200
PERCÉ PEI	The program offers participants, during a paid work placement, the chance to obtain work experience in their field of studies, build a network of contacts and find potential jobs in their home province.	85,000
La Coopérative d'intégration francophone (CIF)	Operating grant to provide settlement services targeted to French newcomers	145,000
Miscellaneous settlement grants	Budget for small projects and events provided across the Province	10,300
Foreign Qualifications Recognition Program	Federally funded - covers salaries, plus some prof fees	353,600
TOTAL		\$ 1,057,100

DEPARTMENT OF WORKFORCE & ADVANCED LEARNING
Labour and Industrial Relations
Professional Services
FY 2016-2017

Name	Expenditure Type	Forecast Amount
<u>CONSULTANT</u>		
Blois Nickerson & Bryson	Professional Services	\$ 2,724
Lab Rel Services Ltd	Professional Services	506
Yingshi Josh Zhu	Professional Services	262
Ling Chen	Professional Services	44
Meaghan Hughes	Professional Services	4,430
John L Ramsay	Professional Services	9,081
Alanna Taylor	Professional Services	14,681
Polyclinic	Professional Services	150
Linda Gaudet	Professional Services	3,675
Sean Comstock	Professional Services	1,000
Dr. John Campbell	Professional Services	125
HR Atlantic	Professional Services	1,760
MacLeod, Montigny and MacLean	Professional Services	7,040
<u>LEGAL</u>		
Campbell Lea Law Office	Legal Services	\$ 561
Key Murray Law	Legal Services	11,547
Stewart McKelvey	Legal Services	2,040
Cox and Palmer Law Office	Legal Services	11,765
McInnes Cooper	Legal Services	13,296
		<hr/>
	<i>Forecast variance</i>	46,313
		<hr/> \$ 131,000 <hr/>

**DEPARTMENT OF WORKFORCE AND ADVANCED LEARNING
Labour and Industrial Relations
Salaries
As of April 1, 2017**

	<u>Salary Level</u>	<u>Salary Range</u>
Director	24 (EX)	81,236 - 101,544
Administrative Assistant	12	43,943 - 52,430
Industrial Relations Officer - Labour Relations Board	20	66,712 - 83,428
Program Officer - Employment Standards Board	18	58,923 - 73,648
Employer Advisor	18	58,923 - 73,648
Program Assistant	11	43,327 - 49,205
Workers Compensation Appeals Tribunal Coordinator	13	46,828 - 55,761
Administrative & Research Assistant	12	43,943 - 52,430
Workers' Advisor	19	62,275 - 77,891

**DEPARTMENT OF WORKFORCE AND ADVANCED LEARNING
Labour and Industrial Relations
OUT OF PROVINCE TRAVEL
FISCAL YEAR 2016-2017**

Name	Destination	Purpose	Amount
Industrial Relations Officer	Edmonton, AB	Federal-Provincial-Territorial Labour Relations Board	2,115
Chair, Labour Relations Board	Halifax, NS	12th Annual Atlantic Labour & Employee Relations Meeting	1,061
Vice-Chair, WCAT	Moncton, NB	Council of Admin Tribunals Annual Conference	636
Worker Advisor	Winnipeg, MB	Canadian Association of Worker Advisors - Annual Conference	1,758
		TOTAL	<u><u>5,570</u></u>

DEPARTMENT OF WORKFORCE & ADVANCED LEARNING
SkillsPEI
Professional Services - 2016/17

<u>ACCOUNTING</u>	Expenditure Type	Forecast Amount
Grant Thornton	Accounting	10,704
<u>CONSULTING</u>		
Edtech and Labour Consulting Services	Professional Services	8,250
Edtech and Labour Consulting Services	Professional Services	2,000
MRSB	Professional Services	13,500
MQO Research Group Inc.	Professional Services	15,719
Council of Atlantic Premiers	Professional Services	347
Davis Pier Consulting	Consulting	115,675
MRSB	Consulting	4,750
Policy Intel	Consulting	13,500
Carvo Group	Consulting	28,350
Atlantic Evaluation Group Inc	Consulting	7,500
	Total	209,591
		<hr/> 220,295 <hr/>

**DEPARTMENT OF WORKFORCE AND ADVANCED LEARNING
SkillsPEI - Salaries
As of April 1, 2017**

	<u>Salary Level</u>	<u>Salary Range</u>
<u>SkillsPEI - Corporate & Charlottetown</u>		
Director	25 (EX)	83,563 - 104,456
Labour Market Analyst	17	55,846 - 69,807
Admin and Compliance Officer	12	43,943 - 52,430
Clerk/Receptionist	9	38,489 - 43,751
Clerk/Reception	9	38,489 - 43,751
Service Delivery Manager Kings/Queens	19	62,275 - 77,891
Program Coordinator	16	53,045 - 66,285
Program Development Analyst	18	58,923 - 73,648
Program Officer	15	50,456 - 63,102
Program Officer	15	50,456 - 63,102
Program Officer	15	50,456 - 63,102
Program Officer	15	50,456 - 63,102
Program Officer	15	50,456 - 63,102
Program Officer, SE & ED	15	50,456 - 63,102
Employment Officer	14	50,032 - 59,537
Bilingual Compliance Officer	11	43,327 - 49,205
Project Assistant	11	43,327 - 49,205
Accountability & Compliance Officer	13	46,828 - 55,761
Marketing & Program Development Officer	12	43,943 - 52,430
Marketing & Technical Officer	12	43,943 - 52,430

**DEPARTMENT OF WORKFORCE AND ADVANCED LEARNING
SkillsPEI - Salaries
As of April 1, 2017**

	<u>Salary Level</u>	<u>Salary Range</u>
<u>SkillsPEI - Summerside</u>		
Manager - Prince County	19	62,275 - 77,891
Program Coordinator	16	53,045 - 66,285
Program Officer	15	50,456 - 63,102
Program Officer	15	50,456 - 63,102
Program Officer - Bilingual	15	50,456 - 63,102
Employment Officer	14	50,032 - 59,537
Compliance Officer	11	43,327 - 49,205
<u>SkillsPEI - O'Leary</u>		
Clerk	9	38,489 - 43,751
Program Coordinator	16	53,045 - 66,285
Program Officer	15	50,456 - 63,102
Program Officer (Bilingual)	15	50,456 - 63,102
Employment Officer	14	50,032 - 59,537
Program Officer	15	50,456 - 63,102

**DEPARTMENT OF WORKFORCE AND ADVANCED LEARNING
SkillsPEI - Salaries
As of April 1, 2017**

	<u>Salary Level</u>	<u>Salary Range</u>
<u>SkillsPEI - Montague</u>		
Program Coordinator	16	53,045 - 66,285
Clerk/Receptionist	9	38,489 - 43,751
Compliance Officer	11	43,327 - 49,205
Program Officer	15	50,456 - 63,102
Program Officer	15	50,456 - 63,102
Program Officer	15	50,456 - 63,102
Program Officer	15	50,456 - 63,102
Employment Officer	14	50,032 - 59,537

DEPARTMENT OF WORKFORCE & ADVANCED LEARNING
SkillsPEI
Out-of-Province Travel 2016-17

Position	Destination	Purpose	Amount
Director	Moncton	Forum on the seafood industry	40
	Moncton	Atlantic consultation on labour market transfer agreements	230
	Montreal	FLMM Seniors Officials meeting	970
	Montreal	FLMM FPT/PT meeting	1,032
	Montreal	FLMM DM meeting and weeting on LMI Council	1,067
Manager	Toronto	Attend inter-jurisdictional Employment and Training meeting	1,363
TOTAL			<u>4,702</u>

**DEPARTMENT OF WORKFORCE AND ADVANCED LEARNING
SkillsPEI
Canada Job Fund Agreement
2016/17**

Project/Program Name	Project Purpose	Forecast Amount
Training PEI	Individual training and skill development	104,988
Canada Job Grant	Helps employers train new or existing employees for jobs that need to be filled	676,462
Employ PEI	Wage subsidies	650,761
Graduate Mentorship	Wage subsidies for recent graduates	590,049
		<hr/>
		2,022,260
		<hr/>
CJF Overhead	Administrative costs related to the management of CJF	224,695
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		2,246,955
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DEPARTMENT OF WORKFORCE & ADVANCED LEARNING
 SkillsPEI
 Labour Market Development Agreement Programs
 2016/17

Project/Program Name	Project Purpose	Forecast Amount
Training PEI	Individual training and skill development	14,408,243
Employ PEI	Wage subsidies	2,398,305
Self Employ PEI	Assist individuals in starting & succeed with owning/operating their own business	2,017,866
Work Experience PEI	Assist individuals in gaining valuable work experience	616,712
Graduate Mentorship	Wage subsidies for recent graduates	1,762,336
Employment Assistance Services	Support organizations to assist unemployed individuals to obtain and maintain em	3,347,229
Labour Market Partnerships	Support projects in developing & implementing strategies for labour force adjustm	1,403,416
Research & Innovation	Support projects to find better ways of helping individuals prepare for the labour for	123,507
		<u>26,077,614</u>
	Recast in IPEI	(325,000)
	Forecast in Post Secondary	(6,225,000)
	Forecast balance	<u><u>19,527,614</u></u>

**DEPARTMENT OF WORKFORCE & ADVANCED LEARNING
SkillsPEI
Targeted Initiative for Older Workers - Passport to Employment
2016/17**

Project Sponsor	Project Purpose	Forecast Amount
Tremplay Inc.	Faciliator wages, materials, rent, Myers Briggs and other costs	140,035
Tourism Industry Association Administration	Faciliator wages, materials, rent, Myers Briggs and other costs Staff salaries, materials, equipment, website and travel	42,285 103,394
		<hr/> 285,714
Provincial portion		<hr/> (45,714)
		<hr/> <hr/> 240,000

**DEPARTMENT OF WORKFORCE & ADVANCED LEARNING
SkillsPEI
Youth Employment Strategy - Career Focus
2016/17**

Project/Program Name	Project Purpose	Forecast Amount
Career Prep	Wage subsidy	192,757
Graduate Mentorship	Wage subsidies for recent graduates	1,116,403
TOTAL		<u><u>1,309,160</u></u>

DEPARTMENT OF WORKFORCE & ADVANCED LEARNING
SkillsPEI
Post Secondary Program
2016/17

Program	Description	Financial Investment
Private Sector	\$6.25 - \$6.76 per hr/37.5 hrs to 40hrs/wk; 8 - 14 wks	220,214
Public Sector	\$12.50 - \$13.52 per hr/37.5hrs to 40hrs/wk; 8 - 14 wks	115,975
Non Profit Sector	\$12.50 - \$13.52 per hr/37.5hrs to 40hrs/wk; 8 - 14 wks	378,598
		714,787

100521 P.E.I. INC. DBA D & D LAWCARE	ELANCO CANADA LTD	PEI WOMEN'S INSTITUTE
101399 P.E.I. INC. DBA TWIN SHORES CAMPING AREA	ELECTIONS PEI	PFP INC
9421491 CANADA INC DBA C&W LAWN CARE	ELIOT RIVER RAMBLERS SOCCER CLUB INC	PHARMTECH INC
A.W. KOWALCHUK PHARMACY LTD DBA PHARMASAVE 823	ENVIRONMENTAL COALITION OF PRINCE EDWARD ISLAND	POWERPLAY ENTERTAINMENT DBA CLINTON HILLS
ALPHA TECH BUSINESS & TECHNOLOGY	ERC CONCEPTS LTD- REV. W. J. PHILLIPS RESIDENCE	RICHMOND BAY WATERSHED ASSOC. INC.
ARS LONGA INC. DBA THE GUILD	EXECUTIVE COUNCIL OFFICE	ROBBY & FLORY SANDERSON DBA ISLAND HILL FARMS
B & B PHARMACY LTD. DBA O'LEARY GUARDIAN DRUG	GENERATION XX	ROYAL STAR FOODS LTD.
BASEBALL PEI INC	GRANDVIEW WELDING LTD	RUSTICO RESORT LTD
BEDEQUE AREA HISTORICAL SOCIETY INC	HARVEST WHOLESAL	S & A HOLDINGS (2005) LTD DBA REALLY YOU
BELFAST COMMUNITY DEVELOPMENT CORPORATION	HEALTH PEI - MAPLEWOOD MANOR	SCALES GROUP OF COMPANIES INC
BIOFOOD TECH	HOLLAND COLLEGE-CANES CAMP	SEAL COVE CAMPGROUND INC.
BOYS & GIRLS CLUB OF CHARLOTTETOWN INC	HUNTER RIVER PHARMACY LTD	SHERWOOD PARKDALE SOCCER ASSOCIATION
BOYS' AND GIRLS' CLUB OF SUMMERSIDE INC.	IGNITION STARTUP ZONE	SKILLS PEI
BREADWORKS	INNOVATION CONTROLS INC	SLEMON PARK CORPORATION
BRIARWOOD HOLDINGS INC	ISLAND COASTAL SERVICES LTD.	SMALL PRINT BOARD GAME CAFE
BRUDENELL ANIMAL HOSPITAL (LTD)	JANET CLEMENTS DBA MALLARD PAINTING	SOUTH SHORE PHARMACY INC
CAMP TRIUMPH	JEREMY AND JOEL HOLDINGS INC DBA ALLSTAR CRESTING	SOUTHEAST ENVIRONMENTAL ASSOCIATION LTD
CAMPBELL'S DEEP SEA FISHING	JIAN HOLDINGS DBA LILY'S CONVENIENCE	ST FELIX GOLF & COUNTRY CLUB LTD
CARPENTERS INC	KEW HOLDINGS INC DBA SUBARU OF CHARLOTTETOWN	ST. PETERS AREA DEVELOPMENT CORPORATION
CENTENNIAL CARSTAR	KINGS SQUARE AFFORDABLE HOUSING CORP	STARLITE DINER
CENTRAL QUEENS SOCCER ASSOCIATION INC	KOOL BREEZE FARMS	STARS FOR LIFE FOUNDATION
COLLEGE OF PIPING & CELTIC PERFORMING ARTS	LE COMITE REGIONAL DES JEUX DE L ACADIE	THE ADVENTURE GROUP INC
COLLINGS TIMBERMART	LES MAISONS DE BOUTEILLES	THE CANADIAN POTATO MUSEUM
COMMUNITY FOUNDATION OF PEI	LIVE FOR TODAY POOLS & SPAS INC.	THE DUNES INC DBA THE DUNES CAFE
COMMUNITY OF TIGNISH	LORDS HOLDINGS LTD. (LORDS SEASIDE COTTAGES)	THE MEDICINE SHOPPE PHARMACY #327
CONNOLLY FINANCIAL INCORPORATED	MCLEAN HOUSE INN INC	THE TNT FOOD EXPERIENCE
DEEP ROOTS DISTILLERY	MELANDA'S WOOD CAMPING AND RV PARK LTD.	TIGNISH HOME & SCHOOL
DELTA PRINCE EDWARD HOTEL	MERRY POP-INS CHILDCARE CENTRE INC	TOWN OF BORDEN-CARLETON
DEPT AGRICULTURE & FISHERIES	MICHELLE CLOW DBA CAVENDISH DOLLAR STORE	TOWN OF CORNWALL
DEPT OF FAMILY & HUMAN SERVICES	MILTON COMMUNITY HALL INC	TOWN OF KENSINGTON (COMMUNITY GARDENS)
DEROMA ENTERPRISES INC	MJS BAKERY INC	TOWN OF STRATFORD
DESIGNER SURVEYS INC.	MONTAGUE WATERFRONT DEVELOPMENT CORPORATION	TRANQUILITY COVE ADVENTURES
DILLON HOLDINGS INC.	MORELL EARLY CHILDHOOD DEVELOPMENT CENTRE	UNIVERISTY OF PRINCE EDWARD ISLAND
DOWNTOWN CHARLOTTETOWN INC.	NEURON COMMUNICATIONS INC	UPSTREET CRAFT BREWING
DOWNTOWN SUMMERSIDE INC.	OPPOSITION MEMBERS OFFICE	VILLAGE OF CARDIGAN
DYLAN SANDERSON DBA PEI INFLATABLES	P & M MONTGOMERY DBA MONTGOMERY HERITAGE INN	WEE WONDERZ LEARNING CENTRE
EAST COAST FURNISHINGS INC.	PBJ CONSTRUCTION INC	WELLINGTON CO-OPERATIVE ASSOCIATION LIMITED
EASTERN KINGS COMMUNITY ACCESS GROUP	PEI BRICK CO	WELLINGTON SERVICE STATION LTD
EASTERN KINGS EARLY LEARNING ACADEMY	PEI COUNCIL OF PEOPLE WITH DISABILITIES INC.	WEST POINT AND AREA WATERSHEDS INC.
EASY PEI SOFTWARE INC	PEI INTERNATIONAL SHELLFISH FESTIVAL INC	WEST PRINCE SPORTS COUNCIL LTD.
ECONOMIC DEVELOPMENT & TOURISM/PROVINCIAL PARKS	PEI LITERACY ALLIANCE	WICKED MUSSELS INC
EDEN'S GATE INC	PEI PUBLIC SERVICE COMMISSION	WINSLOE WEST ROYALTY SOCCER CLUB

DEPARTMENT OF WORKFORCE AND ADVANCED LEARNING
SkillsPEI
Provincial Programs
2016/17

Project/Program Name	Project Purpose	Forecast Amount
Employ PEI	Wage subsidies	100,890
Graduate Mentorship	Wage subsidies for recent graduates	213,613
Post Secondary (see H/out 14)	Support to employers to hire students for summer employment	717,000
Work Experience PEI	Assist individuals in gaining valuable work experience	77,874
Provincial Projects	Projects to assist individuals to obtain employment	236,823
		<hr/> <hr/> 1,346,200

DEPARTMENT OF WORKFORCE AND ADVANCED LEARNING
Post Secondary Education - General
Professional and Contract Services
Fiscal Year 2016/17

Name	Expenditure Type	Forecast Amount
GED Testing Services	Professional Services	\$ 23,206
Don Anderson	Professional Services	413
Ronald MacDougall	Professional Services	648
HR Atlantic	Consulting	4,150
HR Atlantic	Consulting	10,987
100420 PEI Inc.	Consulting	700
	<i>Forecast variance</i>	<u>1,496</u>
	TOTAL \$	41,600

DEPARTMENT OF WORKFORCE AND ADVANCED LEARNING
Post Secondary & Continuing Education - Salaries
As of April 1, 2017

	<u>Salary Level</u>	<u>Salary Range</u>
Director	25 (EX)	83,563 - 104,456
Manager, Grants and Collections	20	66,712 - 83,428
Senior Financial Services Officer	17	56,404 - 70,505
Financial Awards Officer	13	47,297 - 56,318
Bilingual Financial Services Assistant	10	41,189 - 46,803
Financial Services Assistant	9	38,874 - 44,189
Administrative Support GED	12	44,382 - 52,954
Researcher/Writer	18	59,512 - 74,384
Senior Project Officer	17	56,404 - 70,505
Youth Coordinator	14	50,532 - 60,133
Administrative Support	10	41,189 - 46,803

**DEPARTMENT OF WORKFORCE AND ADVANCED LEARNING
 Training and Post Secondary Education
 Out of Province Travel
 Fiscal Year 2016/17**

Title	Destination	Purpose of Travel	Amount
Director	Moncton	Maritime Provinces Higher Education Commission (MPHEC) Meeting	\$ 46
	Moncton	Maritime Provinces Higher Education Commission (MPHEC) Meeting	46
	Gatineau	FPT Committee of Assistant Deputy Ministers of Student Financial Assistance meeting and Learning Information Symposium	no cost to gov't
	Halifax	Council of Ministers of Education and Training (CAMET) Mental Health Round Table	no cost to gov't
	Ottawa	Intergovernmental Consultative Committee on Student Financial Assistance (ICCSFA) meeting	no cost to gov't
	Moncton	Expert Panel on Youth Employment	no cost to gov't
	Truro	Maritime Provinces Higher Education Commission (MPHEC) Meeting	no cost to gov't
	Senior International Student Officer	Ottawa	Federal Provincial Territorial Consultative Committee on Educational Related International Activities and Industry Canada meetings
Manager of Grants and Collections	Victoria	Intergovernmental Consultative Committee on Student Financial Assistance (ICCSFA) meeting	no cost to gov't
	Toronto	Strategic Planning Meeting - ICCSFA	no cost to gov't
Senior Project Officer	Halifax	Atlantic Career week/Blueprint for Life/Work Designs (CAMET) Meeting	no cost to gov't
	Halifax	Atlantic Student Tracking (CAMET) Meeting	no cost to gov't
	Halifax	CAMET - Career Development Committee Meeting	no cost to gov't
	Halifax	CAMET - Economic Impact of International Students In Atlantic Canada and Transitions	no cost to gov't
	Halifax	CAMET - Economic Impact of International Students In Atlantic Canada and Transitions	no cost to gov't
Student Financial Services Officer	Ottawa	Federal Disability Working Group Meeting	no cost to gov't
Total			\$ 1,821

DEPARTMENT OF WORKFORCE and ADVANCED LEARNING
Training and Post Secondary Education - Apprenticeship
Professional and Contract Services
Fiscal Year 2016-17

Name	Expenditure Type	Forecast Amount
Saskatchewan Apprenticeship & Trade	Professional Services - Contribution to National/Regional Initiatives	\$ 662
Council of Atlantic Premiers	Professional Services - Contribution to National/Regional Initiatives	100,000
Receiver General for Canada	Professional Services - Contribution to National/Regional Initiatives	56,791
		<i>Forecast variance</i> 13,547
		TOTAL \$ 171,000

DEPARTMENT OF WORKFORCE AND ADVANCED LEARNING
Post Secondary & Continuing Education - Apprenticeship Training
Salaries
As of April 1, 2017

<u>Position</u>	<u>Salary Level</u>	<u>Salary Range</u>
Manager, Apprenticeship Harmonization Initiative	17	56,404 - 70,505
Apprenticeship Training Officer	14	50,532 - 60,133
Apprenticeship Training Officer	14	50,532 - 60,133
Data Management Officer	13	47,297 - 56,318

DEPARTMENT OF WORKFORCE AND ADVANCED LEARNING
Training and Post Secondary Education - Apprenticeship
Out of Province Travel
Fiscal Year 2016-17

Title	Destination	Purpose of Travel	Amount
Manager of Apprenticeship Training	St. John's	Atlantic Workforce Partnership (AWP) Atlantic Apprenticeship Harmonization Steering	\$1,711
	Toronto	To attend the national Apprenticeship Mobility Protocol meetings to develop the new policy document on Pre apprentices	1,482
	Toronto	o attend Provincial Territorial Consultative Committee on Education Related International Activities (PTCCERIA), the FPTCCERIA and the International Student Working Group meeting to follow with CIC	1,518
	Moncton	Skills Canada Competition	46
Youth Apprenticeship Co-ordinator	St. John's	Atlantic Apprenticeship Harmonization Project trade advisory committee facilitation	1,521
Manager of Atlantic Apprenticeship Harmonization for PEI	Vancouver	Attending the Canadian Council Directors of Apprenticeship (CCDA) meeting as National Chair of the Interprovincial Standards Examination Committee (ISEC).	No cost to Gov't
	Edmonton	Interprovincial Standards and Examination Committee (ISEC) Annual Meeting	1,896
	Halifax	Atlantic Apprenticeship Harmonization Project & Atlantic Trade Advisory Committee face to face meeting	679
	Halifax	Atlantic Apprenticeship Harmonization Project meeting	575
Apprenticeship Officer	Halifax	Atlantic Apprenticeship Harmonization Project & Atlantic Trade Advisory Committee face to face meeting	128
Apprenticeship Training Officer	Halifax	Atlantic Apprenticeship Harmonization Project meeting	520
Total			<u>\$10,076</u>