

Fast Track Stream

Addendum to Better Jobs Ontario Guidelines

Effective December 17, 2020

1.0 Introduction

This document is introduced as an addendum to the Better Jobs Ontario (BJO) Guidelines, formerly referred to as the Second Career (SC) program. The program guidelines are posted on the [Employment Ontario Partners' Gateway](#) (EOPG). The purpose of this document is to provide guidance to stakeholders on the BJO Fast Track Stream, which will be effective as of December 17, 2020.

2.0 Description

The Fast Track Stream has been temporarily added to the BJO program to support individuals most impacted by the COVID-19 pandemic. Individuals are considered most impacted by COVID-19 if they are lower-skilled¹ and have been laid off during the pandemic from a highly impacted sector (see Section 2.1.1 of the Addendum). The Fast Track stream will help people access training to get back to work faster, demonstrating responsiveness to rapidly changing labour market conditions, and supporting economic recovery. Eligible participants in this stream will be exempt from the suitability assessment as set out in 2.5 of the BJO guidelines.

It is important to note that the BJO program and the Fast Track Stream are intended to be one option among many Employment Ontario (EO) services and programs. Individuals interested in becoming certified in a trade are encouraged to explore the Apprenticeship programs offered through Employment Ontario. The Apprenticeship programs combine on-the-job and in-school training for employment in a skilled trade, with the goal to enable workers to become certified in their trade of choice. For more information, please visit the [Employment Ontario Partners' Gateway](#).

2.1 Eligibility

To be eligible for the Fast Track Stream, individuals must meet **all** of the following criteria:

¹ Individuals who have a high school education or lower and/or individuals whose employment experience has not required more than a high school education (e.g., laid off from NOC skill level C or D).

- Have been laid off on or after March 1, 2020² from a sector identified as highly impacted by COVID-19;
- Have no more than a high school education **and/or** have been laid off from an occupation that required no more than high school education (i.e. laid off from NOC C or D occupations) regardless of the individual's education;
- Are seeking training for identified in-demand occupations in provincial or local community priority area (see Sections 2.1.2 and 2.1.3 of the Addendum);
- Be unemployed as outlined in Section 2.3.2 of the BJO guidelines;
- Be a resident of Ontario as outlined in Section 2.3.3 of the BJO guidelines;
- Be a Canadian citizen or a permanent resident or meet the 900 series Social Insurance Number (SIN) policy set out in Section 2.3.4 of the BJO guidelines;
- Not be ineligible pursuant to Section 2.3.6 of the BJO guidelines.

2.1.1 Laid off from a COVID-19 Highly Impacted Sector

Clients must have been laid off from a ministry defined, highly impacted sector to be eligible for the Fast Track Stream. Sectors have been identified as highly impacted when the sectors either:

- Have above average employment loss as a whole; or
- Contain one or more subsectors with above average employment loss, as long as the overarching sector has an above average share of 'low skilled' workers³.

As of November 30, 2020, the current highly impacted sectors identified by the ministry include:

- Accommodation and Food Services;
- Business, building and other support services;
- Agriculture;
- Transportation and warehousing;
- Construction;
- Wholesale and retail trade;
- Information, culture and recreation;
- Manufacturing;
- Forestry, fishing, mining, oil and gas; and
- Other services (except public administration),
 - Includes personal and laundry services.

² March 1, 2020 is the date marking the beginning of the 'COVID-19 Period' as established by O.Reg 228/20 (Infectious Disease Emergency leave).

³ Individuals who have a high school education or lower and/or individual whose employment experience has not required more than a high school education (e.g., laid off from NOC skill level C or D).

This list will be updated on an ongoing basis to reflect current labour market realities.

2.1.2 Training in Local Community Priorities and Provincial Priority Areas

To achieve the best results for jobseekers, employers, and communities, the ministry has identified in-demand occupations for local community priorities and provincial priority sectors.

2.1.3 Local Community Priority Areas

Locally driven priorities have been identified using local intelligence and labour market information. Local community priority areas are considered to ensure the ministry is being responsive to local communities and supports the needs of specific populations and people with barriers to employment. For the purposes of Better Jobs Ontario, local community priorities are defined as talent, skills or occupations in demand by sectors, industries, employers or groups of employers operating locally.

To identify in-scope occupations, the ministry will consider current/historical job postings and engage with:

- Regional economic development agencies;
- Local planning partners;
- Employers; and/or
- Area associations.

The local community priorities will be communicated shortly and updated over time.

2.1.4 Provincial Priority Areas

The provincial priority areas (Information and Communications Technology, Life Sciences, Advanced Manufacturing, and Supportive Health Services) have been identified as important for Ontario's economic future.

The provincial priority areas and the corresponding in-demand occupations will be updated on a regular basis.

2.1.2.1 Information and Communications Technology

For the purpose of Better Jobs Ontario, the Information and Communications Technology sector includes:

- Computer and electronics products manufacturer, excluding navigational, measuring, medical and controlling devices (NAICS 334);
- Computer and communications equipment and supplies merchant wholesaler (NAICS 4173);
- Software publishers (NAICS 5112);
- Telecommunications (NAICS 517);

- Data processing, hosting and related services (NAICS 518);
- Computer systems design and related services (NAICS 5415); and
- Electronic and precision equipment repair and maintenance (NAICS 8112).

Information and Communications Technology (ICT) in-scope occupations were selected from those identified by the Information and Communications Technology Council (ICTC) among the core ICT occupations identified above. Those selected are also relevant to other sectors identified in Industry Canada's National Digital and ICT strategy. In-scope occupations were further refined based on the potential for viable training pathways for the target client group within the 52-week maximum duration of the Better Jobs Ontario program. In-scope occupations include:

- Computer Programmers and Interactive Media Developers (NOC 2174 – Level A);
- Web Designers and Developers (NOC 2175 – Level A);
- Computer Network Technicians (NOC 2281 – Level B);
- User Support Technicians (NOC 2281 – Level B);
- Broadcast Technicians (NOC 5225 – Level B); and
- Graphic Designers and Illustrators (NOC 5241 - Level B).

2.1.2.2 Life Sciences

For the purposes of Better Jobs Ontario, the Life Science sector includes MedTech and Pharmaceutical industries.

MedTech involves the research and development, design and manufacturing associated with medical equipment and medical technologies. It includes:

- Medical equipment and supplies manufacturing (NAICS 3391); and
- Scientific research and development services (NAICS 5417).

The Pharmaceuticals sector includes:

- Pharmaceutical and medicine manufacturing (NAICS 3254).

Life Sciences in-scope occupations were selected as occupations with 2% or more share of employment within the sector. In-scope occupations were further refined based on the potential for viable training pathways for the target client group within the 52-week maximum duration of the Better Jobs Ontario program. ~~SC~~ In-scope occupations include:

- Chemical technologists and technicians (NOC 2211 – Level B);
- Chemical plant machine operators (NOC 9421 – Level C);
- Administrative officers (NOC 1221 -Level B);
- Technical sales specialists - wholesale trade (NOC 6221 - Level B);

- Supervisors, petroleum, gas and chemical processing and utilities (NOC 9212 – Level B);
- Biological technologists and technicians (NOC 2221 – Level B);
- Dental technologists, technicians and laboratory assistants (NOC 3223 - Level B);
- Industrial engineering and manufacturing technologists and technicians (NOC 2233 – Level B);
- Other customer and information services representatives (NOC 6552 – Level C);
- Material handlers (NOC 7452 – Level C);
- Administrative assistants (NOC 1241 – Level B);
- Shippers and receivers (NOC 1521 – Level C);
- Other medical technologists and technicians (except dental health) (NOC 3219 – Level B);
- General office support workers (NOC 1411 – Level C);
- Central control and process operators, petroleum, gas and chemical processing (NOC 9232 – Level B);
- Other products assemblers, finishers and inspectors (NOC 9537 – Level C);
- Other assisting occupations in support of health services (NOC 3414 - Level C);
- Electrical and electronics engineering technologists and technicians (NOC 2241 - Level B);
- Construction millwrights and industrial mechanics (NOC 7311 – Level B);
- Medical laboratory technicians and pathologists' assistants (NOC 3212- Level B);
- Computer network technicians (NOC 2281 - Level B);
- Accounting and related clerks (NOC 1431 – Level C);
- Supervisors, supply chain, tracking and scheduling co-ordination occupations (NOC 1215 - Level B);
- Executive assistants (NOC 1222 – Level B);
- Production logistics coordinators (NOC 1523 – Level C);
- Electronics assemblers, fabricators, inspectors and testers (NOC 9523 – Level C);
- Retail salespersons (NOC 6421 – Level C);
- Purchasing agents and officers (NOC 1225 – Level B);
- Mechanical engineering technologists and technicians (NOC 2232 – Level B);
- User support technicians (NOC 2282 – Level B); and
- Computer programmers and Interactive media developers (NOC 2174 - Level A).

2.1.2.3 Advanced Manufacturing

For the purposes of Better Jobs Ontario, Advanced Manufacturing is identified as the use of innovative technologies for improved competitiveness in manufacturing. While there is no specific list of sectors identified in advanced manufacturing, examples of these technologies include:

- Machine learning
- Cybersecurity
- Additive manufacturing (3D printing)
- Development of light weighting materials
- Robotics
- Artificial intelligence
- Computer numerical control

With no specific list for Advanced Manufacturing, the occupations identified will be part of the Manufacturing sector. The in-scope occupations were identified as occupations with more than 1,500 employees (0.2% employment share) in the sector in 2019. In-scope occupations were further refined on the potential for viable training pathways for the target client group within the 52-week maximum duration of the Better Jobs Ontario program. In-scope occupations include:

- Process control and machine operators, food, beverage and associated products processing (NOC 9261 – Level C);
- Metalworking and forging machine operators (NOC 9416 – Level C);
- Construction millwrights and industrial mechanics (NOC 7311 – Level B);
- Motor vehicle assemblers, inspectors and testers (NOC 9522 – Level C);
- Sales and account representatives - wholesale trade (non-technical) (NOC 6411 – Level C);
- Other products assemblers, finishers and inspectors (NOC 9537 – Level C);
- Other metal products machine operators (NOC 9418 - Level C);
- Material handlers (NOC 7452 – Level C);
- Supervisors, other mechanical and metal products manufacturing (NOC 9266 – Level B);
- Plastics processing machine operators (NOC 9422 – Level C);
- Welders and related machine operators (NOC 7237 – Level B);
- Supervisors, food, beverage and associated products processing (NOC 9213- Level B);
- Shippers and receivers (NOC 1521 – Level C);
- Machinists and machining and tooling inspectors (NOC 7231 – Level B);
- Electronics assemblers, fabricators, inspectors and testers (NOC 9523 – Level C);

- Furniture and fixture assemblers and inspectors (NOC 9532 – Level C);
- Supervisors, motor vehicle assembling (NOC 9221 - Level B);
- Tool and die makers (NOC 7232 – Level B);
- Industrial electricians (NOC 7242 – Level B);
- Chemical plant machine operators (NOC 9421 – Level C);
- Industrial sewing machine operators (NOC 9446 – Level C);
- Aircraft assemblers and aircraft assembly inspectors (NOC 9521 – Level C);
- Industrial butchers and meat cutters, poultry preparers and related workers (NOC 9462 – Level C);
- Printing press operators (NOC 7381 – Level B);
- Machine operators, mineral and metal processing (NOC 9411 – Level C);
- Supervisors, forest products processing (NOC 9215 – Level B);
- Mechanical assemblers and inspectors (NOC 9526 – Level C);
- Transport truck drivers (NOC 7511 – Level C);
- Chemical technologists and technicians (NOC 2211 – Level B);
- Other wood products assemblers and inspectors (NOC 9533 - Level C);
- Industrial painters, coaters and metal finishing process operators (NOC 9536 – Level C);
- Supervisors, furniture and fixtures manufacturing (NOC 9224 - Level B);
- Supervisors, mineral and metal processing (NOC 9211 – Level B);
- Electrical and electronics engineering technologists and technicians (NOC 2241 – Level B);
- Testers and graders, food, beverage and associated products processing (NOC 9465 – Level C);
- Aircraft instrument, electrical and avionics mechanics, technicians and inspectors (NOC 2244 – Level B);
- Supervisors, plastic and rubber products manufacturing (NOC 9214 - Level B);
- Other wood processing machine operators (NOC 9434 – Level C);
- Assemblers and inspectors, electrical appliance, apparatus and equipment manufacturing (NOC 9524 – Level C);
- Plastic products assemblers, finishers and inspectors (NOC 9535 – Level C);
- Supervisors, petroleum, gas and chemical processing and utilities (NOC 9212 – Level B);
- Plateless printing equipment operators (NOC 9471 -Level C);
- Supervisors, other products manufacturing and assembly (NOC 9227 - Level B);
- Rubber processing machine operators and related workers (NOC 9423 – Level C);
- Contractors and supervisors, machining, metal forming, shaping and erecting trades and related occupations (NOC 7201 – Level B);
- Paper converting machine operators (NOC 9435 – Level C);

- Furniture finishers and refinishers (NOC 9534 – Level C);
- Supervisors, electrical products manufacturing (NOC 9223 – Level B);
- Supervisors, textile, fabric, fur and leather products processing and manufacturing (NOC 9217 – Level B);
- Petroleum, gas and chemical process operators (NOC 9232 - Level B);
- Supervisors, supply chain, tracking and scheduling co-ordination occupations (NOC 1215 – Level B);
- Electronic service technicians (household and business equipment) (NOC 2442 - Level B);
- Graphic designers and illustrators (NOC 5241 – Level B);
- Sawmill machine operators (NOC 9431 – Level C);
- Assemblers, fabricators and inspectors, industrial electrical motors and transformers (NOC 9525 – Level C); and
- Computer programmers and interactive media developers (NOC 2174- Level A).

2.1.2.4 Supportive Health Services

For the purposes of Better Jobs Ontario, Supportive Health Services is identified as occupations that provide support services in the healthcare field. The following occupations are identified initially and will be updated over time, in alignment with needs in the healthcare sector and Better Jobs Ontario program parameters. In addition, clients can select additional health-related occupations if they are identified as a local priority. The in-scope occupations include:

- Personal Support Workers, including:
 - Nurse aides, orderlies and patient service associates (NOC 3413 – Level C)
 - Home Support Workers, Housekeepers and Related Occupations (NOC 4412 – Level C)
- Other Assisting occupations in support of health services (NOC 3414 – Level C)

2.2 Training Requirements

Individuals will not be required to submit evidence of good employment prospects as set out in Section 2.4.2 of the BJO guidelines as they will be pursuing training in a provincial or local community priority sector.

The skills training requirements set out in Section 2.6 of the BJO guidelines will apply to the Fast Track Stream, with the exception of Section 2.6.1.10. Skills training provided by a university will be allowable for programs at a NOC skill level A, providing the occupation is one of the provincially identified occupations outlined in this addendum.

2.3 Additional Considerations

Fast Track Stream participants will undergo a Financial Needs Assessment as outlined in Section 2.7 of the BJO guidelines.

All other policy set out in the BJO guidelines will apply to the Fast Track Stream, including Sections:

- 2.8 Additional Considerations
- 3.0 Program Delivery
- 4.0 Accountability
- 5.0 Administration