Workforce Exploration Skills Training (WEST)

Join WEST and learn the skills to become employed in the minerals and natural resources industries. This 32-day training program will build your skill-set through hands-on training delivered in a camp-based environment.

Program Includes:

- Mining Exploration Field Skills
- Natural Resources Field Skills
- Environmental Monitoring for Construction Sites
- Cultural Resource Management
- Job Maintenance and Workplace Effectiveness
- Occupational First Aid Level I
- Transportation Endorsement
- WHMIS
- Bear Awareness Training
- Spill Response
- S-100 Fire Suppression
- H2S Alive
- Chainsaw Safety

The WEST program is a golden opportunity to obtain the field skills and training to enhance your employability in the minerals and natural resources industry.

Participants will live in a training camp near Smithers for the duration of the 32-day program.

Good health and physical fitness are mandatory. Students will take field trips that include hikes of up to 10 kilometers over steep terrain.

Dates and Location:
January 20–February 20, 2015 at Camp Caledonia

Cost: Funding provided*
*Tuition, accommodation food, personal protective gear and training allowance is provided for eligible participants - certain eligibility requirements apply (student must provide their own personal items and clothes)

For more information contact Allie Meeres:
1-877-277-2288 ext. 5831
ameeres@nwcc.bc.ca

Funding provided by the Government of Canada through the Canada-British Columbia Job Fund
Introduction

The Workforce Exploration Skills Training (WEST) program is designed for individuals seeking employment opportunities in the minerals and natural resources industries. Students will gain key skills required by employers in the exploration, mining, forestry, natural gas and other natural resources industries.

This full-time program is delivered from a training camp over 32-days and classes run seven days a week with some evening activities. Students live in camp for the duration of training. The WEST program contains classroom and field components, and students are required to complete all training modules offered in the program to receive the WEST certificate. NWCC’s training camp is drug and alcohol free with a zero tolerance policy for noncompliance.

Applicants will need to meet the eligibility requirements, and complete the attached application, and receive a minimum of 70% on the entrance assessment to demonstrate suitability for the program. Please note: The program has limited seating due to the applied nature of the training.

Courses and Certifications

Start Dates: January 20 – February 20, 2015

Located at Camp Caledonia

Program Curriculum

- Mining Exploration Field Skills
- Natural Resources Field Skills
- Environmental Monitoring for Construction Sites
- Cultural Resource Management
- Job Maintenance and Workplace Effectiveness

In addition students will receive certification in the following:

- Occupational First Aid Level One
- Bear Awareness
- Transportation Endorsement
- Chainsaw Safety
- Helicopter Safety
- Spill Response
- WHMIS
- S-100 Fire Suppression
- H2S Alive
WEST Program Application Checklist

Complete and submit Northwest Community College program application package which includes:

- Participant Eligibility Screening Form
- NWCC Registration Form
- Letter of Application
- Applicant Questionnaire
- Physical Aptitude Declaration
- Character References
- Complete and submit and entrance assessment (minimum of 70% required)

*In addition, you may be required to complete an intake interview prior to program start.

Submit completed applications by fax, mail, or email attachment:

Mail
NWCC School of Exploration & Mining
PO Box 3606, Smithers BC
V0J 2N0

Fax
1.866.497.3609

Email
ameeres@nwcc.bc.ca

For questions about the application process, please contact NWCC:

Northwest Community College School of Exploration & Mining
3966 2nd Avenue, P.O Box 3606
Smithers BC
V0J 2N0

1-877-277-2288 ext.5831
e-mail: ameeres@nwcc.bc.ca
**Participant Eligibility Screening Form**

This program is designed to assist unemployed, or low skilled individuals gain employment. All tuition and books are included for participants who meet the specific funding eligibility criteria.

Please use the following table to determine applicant eligibility:

<table>
<thead>
<tr>
<th>Are you currently working?</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Do you have any recognized post-secondary education? Yes___ No___</td>
<td>No = eligible</td>
<td></td>
</tr>
<tr>
<td>2. Do you have recognized certification (such as trades certificate, Class 1 Driver’s License, Commercial Driver certificate, etc.?) Yes___ No___</td>
<td>No = eligible</td>
<td></td>
</tr>
<tr>
<td>3. Do you have a high school diploma, GED, or equivalent? Yes___ No___</td>
<td>Either answer = eligible</td>
<td></td>
</tr>
<tr>
<td>1. Are you currently receiving EI benefits? Yes___ No___</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Have you received regular EI within the past 3 years? Yes___ No___</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Have you received parental EI within the past 5 years? Yes___ No___</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. Did you establish an EI claim in the past 3 years but not receive benefits as the result of a disqualification? Yes___ No___</td>
<td>All four No = eligible</td>
<td></td>
</tr>
</tbody>
</table>

Eligible applications are: Employed/low skilled or Unemployed/non-EI clients

**Explanation of Criteria and Definitions**

You may be eligible for entry if you are:

- Unemployed AND not collecting Employment Insurance (EI) AND have not been associated with a regular EI claim in the past three years or maternity/parental claim in the past five years, OR
- Employed, low-skilled individuals. *

**Employed (includes part-time employment), low-skilled individual** means an individual:

- who is:
  - (a) Self employed; or
  - (b) Receiving, or entitled to receive, wages for work performed for an employer and who is subject to regular employment deductions; and
- who has no recognized post-secondary education (whether completed or merely attempted) towards a university degree and:
  - (a) does not have a high school diploma or equivalent; or
  - (b) has completed high school but does not have a Recognized Certification**

**Recognized certification means training where, upon successful completion, a person obtains a credential or is certified as being able to competently complete a job or task, as recognized by a sector, industry, or regulatory body. An example would be a Class 1 Truck Driver’s License. An individual is considered to have Recognized Certification even if they are currently not using it. Short term credential programs (i.e. FoodSafe, WHMIS, First Aid Level 1 etc.) do not constitute a Recognized Certification.*

To be eligible, applicants must be:

- legally entitled to work in Canada;
- living in British Columbia;
- not a student (i.e. enrolled in high school or enrolled in postsecondary training); and
- at the time the training is to take place, not be participating in another LMA funded program.
**NWCC Registration Form**

<table>
<thead>
<tr>
<th>Last name:</th>
<th>First name:</th>
<th>Middle name:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Birthname or other surname(s) if different from above:</td>
<td>E-mail address:</td>
<td></td>
</tr>
<tr>
<td>Permanent address (mail will be sent to this address):</td>
<td>Local address (while attending NWCC):</td>
<td></td>
</tr>
<tr>
<td>City:</td>
<td>Province:</td>
<td>Postal code:</td>
</tr>
<tr>
<td>Home telephone #:</td>
<td>Business telephone #:</td>
<td>Cell #:</td>
</tr>
<tr>
<td>Social Insurance Number:</td>
<td>Female</td>
<td>Male</td>
</tr>
<tr>
<td>*Date of birth:</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Canadian citizen | Other | Please indicate: |
Landed immigrant | Country of primary citizenship: |

Optional statistical information:
- Do you identify yourself as an Aboriginal person? Yes | No |
- If yes, select one or more: First Nations | Metis | Inuit |
- Emergency contact name: | Relationship: |
- Telephone: | |

**COURSE INFORMATION** (Please print clearly)

<table>
<thead>
<tr>
<th>Course name(s):</th>
<th>Course dates</th>
<th>Fees</th>
</tr>
</thead>
</table>

**PAYMENT INFORMATION**

Funding agencies must follow instructions below. Students must fill out payment information.

**FOR FUNDING AGENCIES:**
1. Have student complete the information above and sign the back of this form.
2. Drop off or fax this completed Registration Form along with an Authorization to Invoice letter to your local campus. Contact info for Northwest Community College campuses is listed on the other side of this form.

**FOR STUDENTS:**
- Cheque | Money order | Purchase order | Visa | Mastercard |
- Credit card number: | Card security code: | Expiry date: |
- Cardholder’s name: | Signature of cardholder: |

*Please note items marked with an asterisk (*) are mandatory for registration. Birthdate information will be used solely for statistical purposes and to plan future courses and programs. Social insurance numbers are collected for tax purposes. All mandatory information is collected under the authority of the College and Institute Act (R.S.B.C. 1996, ch. 52). This personal information will be used to verify the student’s Personal Education Number (PEN), required by the Province of British Columbia, or to assign PEN numbers to students. The PEN is used to measure participation of the population in the post-secondary sector and for program research and evaluation. This form will be destroyed once the information has been entered into the college information system.
General Information

The College may announce the names of students and use their photographs in promotion and communication materials. Students with privacy concerns are urged to advise campus staff at the earliest possible time.

DECLARATION

1. The information in this registration form is to the best of my knowledge, complete and correct.
2. I agree to follow the rules and regulations of the College as listed on the Northwest Community College Web site or as amended by the College Board.
3. I agree to Northwest Community College’s School of Exploration & Mining department policies for cancellation, withdrawal and refunds as listed on the Northwest Community College Web site.
4. I understand that courses may be subject to minimum enrolments.
5. I understand that personal information from this application will be used to verify my Personal Education Number (PEN) or one will be assigned to me for the purpose of research and evaluation. Any information released will be in a non-identifiable form.
6. I understand that both the information provided and any other information placed on my student record will be protected and used in compliance with Bill 50 Freedom of Information and Protection of Privacy Act (1992) and the operation of the College Information collected and maintained as part of my student record is collected under the authority of the Colleges and Institutions Act.

SIGNED: ___________________________________________ DATE: ________________________________
Letter of Application

The Workforce Exploration Skills Training is a 32-day program. Due to limited seating in this program, we want to ensure we select the most suitable applicants. To assist with selection, please use the space below to discussing the following:

- Why you are interested in this training
- Your career goals
- Describe how this training program will help meet your goals.
Applicant Questionnaire

The WEST Program is an intensive full time 32-day training program. Full participation, including attendance and assignment completion is mandatory in order to receive certification. This is a considerable commitment and we want to ensure this is the right choice for you. The following questions are useful to assist with identifying the factors that should be considered prior to committing to this program.

1. If you have children, please consider your family responsibilities carefully. Discuss how you will manage childcare, a child’s illness, housekeeping, and any other family commitments you may have.

2. This program requires a full time commitment for 32-days. Do you have a plan in place to support yourself and your family (if applicable) while attending full time camp training?

3. If you hold any certificates (list of examples below), please submit a photocopy of each.
   a. Examples OFA Level 1 with Transportation Endorsement, WHMIS, TDG, Traffic Control etc.

Physical Aptitude Declaration

This program requires candidates to complete strenuous field work outside in variable weather conditions and broken terrain.

I, ____________________________ (applicant name) attest that to the best of my knowledge, I do not have any medical ailments or physical limitations that would limit or prevent me from participating in the program.

Signature: ____________________________ Date signed: ____________________________
Character References

1. Name: __________________________________________________________
   Address: _________________________________________________________
   Phone : _________________________________________________________
   What is your relationship to the reference above?
   _________________________________________________________________

2. Name: _________________________________________________________
   Address: _________________________________________________________
   Phone : _________________________________________________________
   What is your relationship to the reference above?
   _________________________________________________________________

I give permission to Northwest Community College to check the references listed above.

Signature: _______________________________ Date: __________________________

Print Name: ______________________________
Remember - this is just for practice - to help you be successful in applying for the program. Try each question out and if you have difficulty, get some help. You can check your answers at the end. When you feel comfortable with the math, please contact NWCC SEM to arrange to write the assessment. 1-877-277-2288 ext. 5837 or sem@nwcc.bc.ca

1. If 3.28 feet equals 1.0 meter, how many feet are in 7 meters?

2. Multiply the following numbers: $3 \times 13 \times 28 \times 52$.

3. How many meters does 220 centimeters equal?

4. List the following numbers in order (or sequence) from the lowest to highest value? 3335.4, 3432.4, 3335.6, 3432.1, 3335.0

5. What percentage is 3.4 meters of 5.2 meters?
6. Calculate the answer to the following question. Express your answer as a percent. 
\[(20\text{cm} + 45\text{cm} + 72\text{cm} + 120\text{cm})\]
\[400\text{cm}\]

7. In a core box there are many pieces of core with various lengths. In centimeters (cm), calculate the total length of core given the following six pieces. 
Piece #1 is 14 cm, Piece #2 is 32 cm, Piece #3 is 64 cm, Piece #4 is 9 cm, Piece #5 is 73 cm, and Piece #6 is 25 cm.

8. If .3048 meters equals 1.0 foot, how many meters is 4.2 feet?

9. What percentage is 40 cm of 112 cm?

10. Calculate the answer to the following question. Express your answer as a percent. 
\[(10\text{cm} + 54\text{cm} + 7\text{cm} + 23\text{cm} + 35\text{cm} + 62\text{cm} + 5\text{cm})\]
\[500\text{ cm}\]
ANSWERS:

1. Multiply 7 times 3.28 to get the correct answer. Answer: 22.96 meters

2. Answer: 56,784

3. There are 100 centimeters in 1 meter. Divide 220 by 100. Answer: 2.2 meters

4. Answer: 3335.0, 3335.4, 3335.6, 3432.1, 3432.4
   First compare the whole number (the number to the left of the decimal), then compare the decimal number in the tenth position, then compare the decimal number in the hundredths position and so on (1.234 – the one is the whole number, the 2 is in the tenth position, the 3 is in the hundredths position, the 4 is in the thousandths and so on…)

5. Answer: 65.38%
   Percent means per 100.
   Example: if 10 of the 200 apples were bad, what percent is that?
   As a fraction, 10/200 = 0.05
   As a percentage it is: (10/200) x 100 = 5%
   5% of those apples were bad
   3.4/5.2 x 100 = 65.38%

6. Answer: 64.25
   Rule 1: First perform any calculations inside parentheses. ( Parentheses are brackets like these )
   Rule 2: Next perform all multiplications and divisions, working from left to right.
   Rule 3: Lastly, perform all additions and subtractions, working from left to right.

7. Answer: 217 cm
   Add the pieces together to get the total length.

8. Answer: 1.2802 m
   .3048 x 4.2 = 1.2802

9. Answer: 35.71%
   Because:
   Dividing 40 by 112 = 40/112 = 0.357142857142857
   As a percentage it is: (40/112) x 100 = 35.71% (to 2 decimal places)

10. Answer: 39.20