

YORK REGION TALENT TOOLKIT

Focus: Manufacturing



While resources listed may be relevant across the sector, this toolkit was developed following an environmental scan and assessment of the **talent needs of the industry subsectors of electronics and electrical manufacturing, plastics, and automotive parts** by the CME and York Region, due to their prominence in the region.

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INTRODUCTION

When unable to fill job vacancies in a timely manner, the consequences are clear for employers: delayed goods or services to customers, avoiding taking on new customers or plans for expansion, and burnout for existing employees to cover the gap.*

Investing in technology is one tool employers have in their toolbox to streamline processes and free up existing staff time to focus on strategic and value-added tasks instead. This is one way to be more efficient with the staff you have, but we know hiring additional talent is a key step in growing a successful business, and there are ways to make this easier for employers.

This toolkit consolidates existing resources across multiple sources related to attracting and retaining staff to support York Region businesses in their talent-related needs. We hope this is a helpful piece you can refer to when working through your talent strategy.

Please note this is a select list of resources that are up to date at publishing time. Programs and contacts are subject to change.

A man with a beard, wearing a yellow hard hat and clear safety glasses, is shown in profile, looking upwards and to the left. He is wearing a yellow high-visibility jacket over a dark shirt. The background is a blurred industrial setting with blue and white lights.

Accessing Talent





EDUCATIONAL PARTNERS

Hiring less experienced workers and providing them with training and mentoring can help ease the labour shortage. Consider engaging with educational partners to develop the talent pipeline needed for your organization to succeed now and in the future.

The following pages include a select list of universities, colleges, and school boards, and partner programs with relevant supports in place for employers.

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Universities and Colleges

POST-SECONDARY SCHOOL	CONSIDERATIONS	CONTACTS
<u>Centennial College</u>	<ul style="list-style-type: none"> Co-op and internship programs available for various departments for four-month, eight-month or one-year work terms, as well as career fairs and events, customized in-person or virtual recruitment information sessions, flexible recruitment for part-time work and industry projects, and job board opportunities 	Centennial College Career Services and Co-operative Education cooped@centennialcollege.ca 416-289-5000
<u>George Brown College</u>	<ul style="list-style-type: none"> Co-op and internship programs available for various departments as well as job board opportunities 	George Brown Career Services careerservices@georgebrown.ca
<u>Georgian College</u>	<ul style="list-style-type: none"> Co-op and internship programs available for various departments for four-month and eight-month work terms, career fairs and events, and job board opportunities Skilled trades co-op students available 	Georgian College Co-Op Services leny.bayda@georgiancollege.ca
<u>Humber College</u>	<ul style="list-style-type: none"> Work-integrated learning available including experiential learning opportunities like apprenticeships, placements, and co-ops 	Humber College Field Placement and Co-op careers@humber.ca
<u>Seneca Polytechnic</u>	<ul style="list-style-type: none"> Co-op and work terms available based on programs including Advanced Manufacturing, Aviation, Business, Engineering Technology, Information and Communications Technology Companies can access students and graduates through Career Fairs and via company-hosted speaking opportunities 	Seneca Work-Integrated Learning senecaworks@senecapolytechnic.ca
<u>Sheridan College</u>	<ul style="list-style-type: none"> Co-op and internship programs available for various departments as well as career fairs and events, customized in-person or virtual recruitment information sessions, and job board opportunities 	Sheridan Employer Services sheridanworkscoop@sheridancollege.ca
<u>Toronto Metropolitan University</u>	<ul style="list-style-type: none"> Co-op programs available for various departments as well as virtual and in-person brand promotion, career fairs and job board opportunities 	TMU Career and Co-op Centre careerboost@torontomu.ca
<u>University of Ottawa</u>	<ul style="list-style-type: none"> Co-op programs available for four-month work terms, as well as networking events, and job board opportunities 	uOttawa Co-operative Education Programs coopdev@uottawa.ca 613-562-5741

POST-SECONDARY SCHOOL	CONSIDERATIONS	CONTACTS
<u>University of Toronto</u>	<ul style="list-style-type: none"> Co-op and internship programs available for various departments as well as career fairs and events, customized on-campus or virtual recruitment information sessions, and job board opportunities 	University of Toronto Career Exploration and Education employerquestions@utoronto.ca 416-978-8000 To connect with students in a specific department for co-ops and other opportunities, please refer to the contact information provided on the University of Toronto.
<u>University of Toronto</u> Master of Science in Applied Computing (MScAC)	<ul style="list-style-type: none"> Research based internships available for eight-month work terms from May – December, with applications open in October for employers 	University of Toronto sulav.sharma@utoronto.ca 416-978-2815
<u>University of Toronto</u> Undergraduate Arts and Science	<ul style="list-style-type: none"> Co-op and internship programs available for four, eight, twelve or sixteen-month work terms with Arts and Science, Engineering, and Business students 	University of Toronto hireuoft@utoronto.ca
<u>University of Toronto – Mississauga</u>	<ul style="list-style-type: none"> Co-op and internship programs available for various departments as well as career fairs and events, customized on-campus or virtual recruitment information sessions, and job board opportunities 	University of Toronto – Mississauga Career Centre jas.john@utoronto.ca 905-569-5759
<u>University of Toronto – Scarborough</u>	<ul style="list-style-type: none"> Co-op and internship programs available for various departments as well as career fairs and events, customized in-person or virtual recruitment information sessions, and job board opportunities 	University of Toronto – Scarborough Academic Advising and Career Centre linda.moss@utoronto.ca l.mcleishdiaz@utoronto.ca 416-287-7561
<u>University of Waterloo</u>	<ul style="list-style-type: none"> Co-op programs available for four- or eight-month work terms as well as job board opportunities 	Hire Waterloo john.mitri@uwaterloo.ca 855-533-4473 ext. 40807
<u>York University</u>	<ul style="list-style-type: none"> Career Centre offers customized recruitment strategies to help you connect with the students and new graduates you want to reach Lassande School of Engineering offers Co-Op and internship programs for employers to access engineering students 	YorkU Career Centre Shanthini Jeyakumar Employer Services and Events Coordinator 416-736-2100 ext. 22089 ccjobs@yorku.ca Lassande School of Engineering Co-Op and Internships Mayolyn Dagsi Manager, Co-op Program and Partnerships hirecoop@lassonde.yorku.ca
<u>York University Markham Campus</u>	<ul style="list-style-type: none"> Markham campus opened in Fall 2024 - employers can connect to explore partnership opportunities for this new talent pool 	Markham Educational and Employer Partnerships hiremarkham@yorku.ca



Revamped Skilled Trades Programs

We know manufacturers across the country have been challenged in finding skilled trades workers.

Take a look at these colleges that have revamped trades facilities and programs which could be a good fit for your organization as a talent pipeline.

Algonquin College	<u>Algonquin Centre for Construction Excellence</u>
Durham College	<u>OPG Centre for Skilled Trades and Technology</u>
Fleming College	<u>Kawartha Trades and Technology Centre</u>
George Brown College	<u>Centre for Construction and Engineering Technologies</u>
Humber College	<u>Humber Centre for Skilled Trades and Technology</u>
Mohawk College	<u>Centre for Aviation Technology at Hamilton International Airport</u>
Sheridan College	<u>Magna Skilled Trades Centre</u>

Highschool Programs

OPPORTUNITY	CONSIDERATIONS	CONTACTS
Co-Operative Education	Half Day or Full Day Co-Op York Catholic District School Board York Region District School Board <ul style="list-style-type: none"> • Opportunity for students to be placed for five month-terms at your organization (can be paid or unpaid) 	York Region Catholic School Board diane.dimeo@ycdsb.ca michael.calabrese@ycdsb.ca York Region Public School Board sonya.kim@yrdsb.ca
	Ontario Youth Apprenticeship Program (OYAP) York Catholic District School Board York Region District School Board <ul style="list-style-type: none"> • Students with Co-op placements in a skilled trade are considered OYAP students - option for full-day co-op placements with those who have level 1 apprenticeship training 	York Region Catholic School Board natale.gencarelli@ycdsb.ca York Region Public School Board erin.keyzers@yrdsb.ca
	Personalized Alternative Education (PAE) and Supervised Alternative Learning (SAL) York Catholic District School Board York Region District School Board <ul style="list-style-type: none"> • Similar to co-op consideration and guidelines but with more flexible timetable and continual monthly intake as needed 	York Region Catholic School Board germaine.falzone@ycdsb.ca York Region Public School Board sonya.kim@yrdsb.ca
Events	Fast Track Conference <ul style="list-style-type: none"> • Annual event in late May for students who are leaving secondary school at the end of the semester and are interested or currently working in the skilled trades towards apprenticeship or preparing to enter the workforce directly 	York Region Catholic School Board Siobhain.Bondy@ycdsb.ca natale.gencarelli@ycdsb.ca York Region Public School Board erin.keyzers@yrdsb.ca
	Women in Trades Symposium <ul style="list-style-type: none"> • Annual event with speakers, hands on activities, networking opportunities, field trips, and experiential learning for students who identify as female 	York Region Catholic School Board Siobhain.Bondy@ycdsb.ca natale.gencarelli@ycdsb.ca York Region Public School Board erin.keyzers@yrdsb.ca
Programs	Specialist High School Majors <ul style="list-style-type: none"> • Opportunity to get involved with students interested in a specific sector including experiential learning and training 	York Region Catholic School Board diane.dimeo@ycdsb.ca michael.calabrese@ycdsb.ca York Region Public School Board mary.macdonald1@yrdsb.ca
	Equipment and Training <ul style="list-style-type: none"> • Employers can assist the secondary school tech departments with upgraded equipment and training to introduce aspects of workplace to students 	York Region Catholic School Board Siobhain.Bondy@ycdsb.ca York Region Public School Board mary.macdonald1@yrdsb.ca

Elementary School Programs

PARTNERSHIP OPPORTUNITIES	CONSIDERATIONS	CONTACTS
Elementary Schools <ul style="list-style-type: none">• Hands-on experiential learning activities• Field trips• Guest speakers	<ul style="list-style-type: none">• Students need early exposure to make informed career decisions• Grades 4 - 8	York Region Catholic School Board germaine.falzone@ycdsb.ca York Region Public School Board karen.omeara@yrdsb.ca

Other Hands-On-Learning Programs

Companies can connect to hands-on learning programs connected to student groups to develop the skills of, and make an impression on, the workforce of the future. Some options include [Level Up!](#) multi-day career fairs, [FIRST Robotics competition](#), and Skills Canada- Ontario's [Trades & Tech Truck](#) programs.

Canadian Manufacturers & Exporters (CME) Regional Industry Council

Partnerships between manufacturers and educational institutions are more crucial than ever. Schools, colleges and universities can design programs that meet the evolving needs of industry. Local workforce planners, unions and industry associations can provide a supportive environment to encourage more workers to enter the sector. Facilitated by CME, the Regional Industry Council brings together local manufacturers (often business owners, executives or senior human resources leaders), representatives of local schools (mainly highschools, colleges and universities), and local workforce development advocates to improve the alignment of workforce development with the needs of local manufacturing employers.

For more information and to get involved, email pratik.bhalerao@cme-mec.ca.





NEWCOMERS

Attracting and retaining newcomer talent requires inclusive, purposeful communication and respect. For insights on how to hire and integrate immigrants into your organization, take a look at the [National Employer Playbook: Strategies for Immigrant Inclusion In Canadian Workplaces](#).*

Immigrants could account for anywhere between 29.1% and 34.0% of Canada's total population by the year 2041.** Ignoring the newcomer talent pool is a missed opportunity to find qualified and hardworking employees. There are many local organizations that employers can work with to connect with newcomer talent via events, direct referrals, and customized solutions. Take a look at the next section for a list of organizations that may be a good fit to partner with for your talent needs.

*Source: World Education Services, 2024.

**Source: The Daily — Immigrants make up the largest share of the population in over 150 years and continue to shape who we are as Canadians, Statistics Canada, Oct 2022.

Newcomer Programs

PARTNERSHIP OPPORTUNITIES	CONSIDERATIONS	CONTACTS
<u>ACCES Employment</u>	<ul style="list-style-type: none"> Offers a range of services to employers. They help facilitate the hiring of top talent and support the retention of a diverse workforce through business communication training and post-employment support to ensure employees succeed in their careers. 	<p>Newmarket 647-827-1241</p> <p>Markham 905-840-2660</p>
<u>Achev</u>	<ul style="list-style-type: none"> Offers free employer services and programs to provide access to a diverse pool of talent in the Greater Toronto Area (GTA) to help organizations achieve their workforce goals 	<p>Richmond Hill 855-330-8655 YorkES@achev.ca</p>
<u>COSTI</u>	<ul style="list-style-type: none"> Offers no-cost support to employers to help them hire top talent and support retention of candidates from diverse backgrounds including human resources support, on-boarding and ongoing employment support, training assistance, and free job postings. 	<p>Vaughan Centre 905-669-5627 vaughanemployment@costi.org</p>
<p><u>JVS Toronto</u></p> <p><u>JVS Toronto – Newcomer Pathways into Skilled Trades Program</u></p>	<ul style="list-style-type: none"> Offers GTA employers services including advertising job vacancies, in-person or virtual job fairs, pre-screening candidates, and financial training incentives The Newcomer Pathways into Skilled Trades Project is designed for internationally trained Skilled Trades workers seeking certification to work in Ontario to support them in obtaining trade certification and gain employment 	<p>JVS Toronto Workforce Specialists 416-649-1644 services@jvstoronto.org</p> <p>Markham 905-470-9675 MarkhamOnline@jvstoronto.org</p> <p>JVS Pathways into Skilled Trades Program skilledtrades@jvstoronto.org</p>
<u>The Neighbourhood Organization (TNO)</u>	<ul style="list-style-type: none"> Offers no-cost support to employers to help them with human resources support, on-boarding, training assistance, and free job postings, to help them hire the perfect candidate for the position 	<p>TNO Employer Services csamuels@tno-toronto.org 416-467-0126 ext. 1223</p>
<u>Toronto Region Immigrant Employment Council (TRIEC)</u>	<ul style="list-style-type: none"> Supports to access international talent in the GTA such as making links with an immigrant-led professional association, becoming a mentor, networking and hiring events, distributing job postings among their networks, and connecting with immigrant talent pre-arrival through Canada InfoNet 	<p>TRIEC Employer Relations inquiries@triec.ca 416-944-1946</p>
<u>Welcome Centre Immigrant Services</u>	<ul style="list-style-type: none"> Dedicated to providing career pathways and comprehensive career planning assistance for internationally educated professionals (IEPs) and skilled tradespersons seeking foreign credential recognition and exploring career opportunities in Canada 	<p>Markham North Centre 289-846-3645</p> <p>Markham South Centre 905-479-7926</p> <p>Richmond Hill Centre 289-842-3124</p> <p>Vaughan 905-761-1155</p> <p>Newmarket 289-841-3032</p> <p>General inquiries can be directed to info@socialenterprise.ca</p>



INTERNATIONAL

Global Talent Stream Programs

Employers can take advantage of the [immigration programs](#) that exist to recruit foreign talent. Some programs require vetting and referral from a Designated Referral Partner to participate. York Region is a Designated Referral Partner and would be happy to discuss the options available to bring in global talent to your organization.

Temporary Immigration

Temporary Foreign Worker Program (TFWP)

When Canadian or Permanent Residents are unavailable to do the job, employers can apply for a Labour Market Impact Assessment from Employment and Social Development Canada. A positive Labour Market Impact Assessment (LMIA) is required.

International Mobility Program (IMP)

Certain temporary foreign workers can be exempted from the LMIA requirement based on international agreements (e.g. CUSMA or CETA). An employer-specific job offer is required. Priority permit processing.

Global Skills Strategy (GSS)

Global Talent Stream (GTS) Category B:

No referral required. TFWP priority LMIA processing for in-demand occupations listed on the [Global Talent Occupations List](#).

Global Talent Stream (GTS) Category A:

Partner referral required. TFWP priority LMIA processing to fill a unique and specialized position (candidate identified).

IRCC Dedicated Service Channel (DSC):

Partner referral required. Personalized service for employers making significant investments.



TRANSPORTATION

Free Transit Transfers

[Ontario's One Fare Program](#) provides transit riders with free transfers when connecting to and from the TTC and York Region Transit (YRT), GO Transit, Brampton Transit, Durham Region Transit and MiWay. Ensure your workers are aware of the program. They may not know that there are now no additional costs incurred to cross GTA-borders, which can make it easier for your employees to continue working for you. This program is supporting a smoother and cheaper commute for riders working at manufacturing sites across York Region and beyond.

York Region Transit Support

YRT offers many types of service in all nine York Region cities and towns with direct connections to the TTC at select subway stations. Viva operates along major corridors, connecting Markham, Richmond Hill, Vaughan, Aurora and Newmarket, and links York Region with Toronto and the Region of Peel. YRT connects to most GO Transit stations in York Region making travel easy and seamless in and out of the Region. YRT will work with your team to promote transit services to your employees.

To learn more email: transitinfo@york.ca.

A woman wearing a white hard hat and safety glasses is focused on adjusting a control panel in an industrial environment. She is wearing a white shirt with a high-visibility yellow and orange safety vest. The background is blurred, showing other workers and industrial equipment. The lighting is warm, with a strong light source on the left creating a lens flare effect.

Diversity and Inclusion



Diversity and Inclusion Resources

It goes without saying that attracting talent from diverse groups is essential for organizational success.

For opportunities to engage with organizations that support talent across a spectrum of diverse backgrounds, as well as abilities, the organizations listed below are a good start in your diversity and inclusion journey.

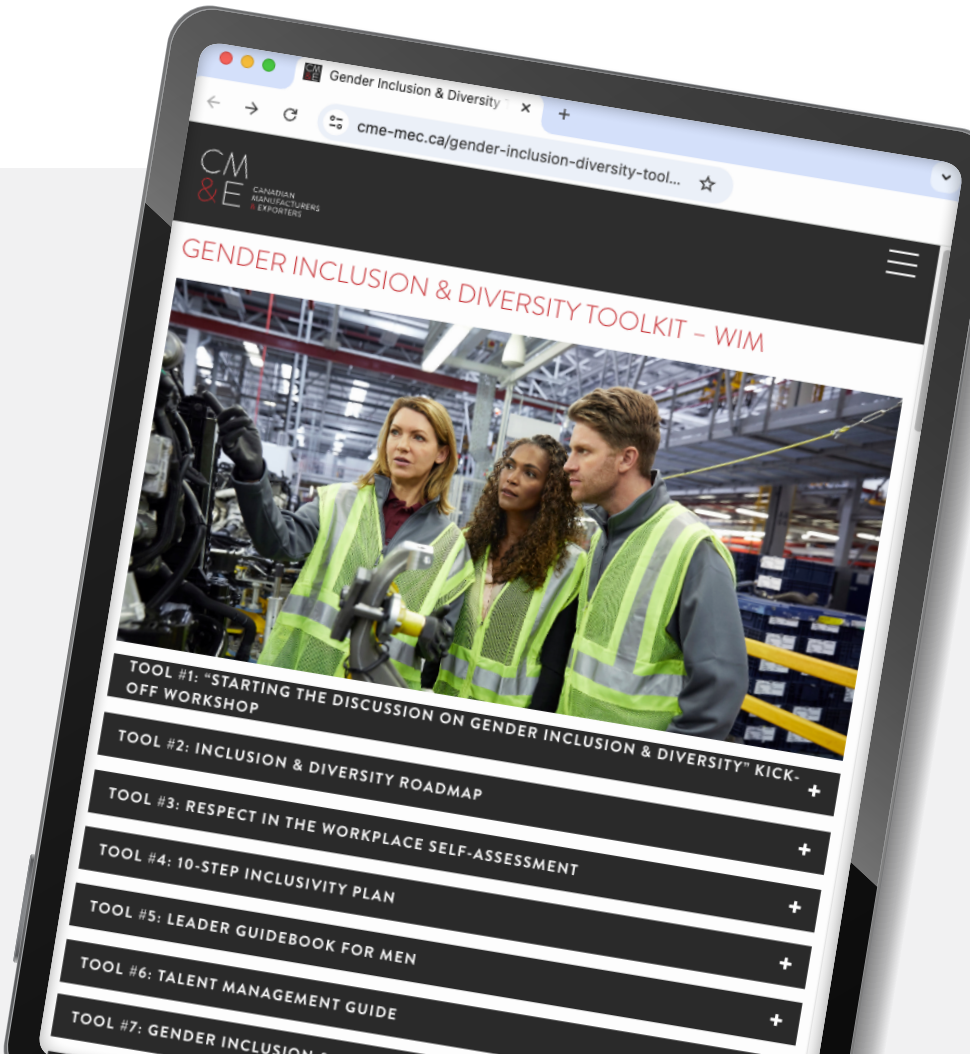
PARTNERSHIP OPPORTUNITIES*	SERVICES	CONTACTS
Ontario Disability Employment Network (ODEN) odenetwork.com	The Ontario Disability Employment Network (ODEN) is a province-wide organization that brings together businesses and Employment Service Providers to increase employment opportunities for job seekers who have a disability.	1-866-280-ODEN (6336) info@odenetwork.com
Canadian Centre for Diversity and Inclusion ccdi.ca	CCDI is the trusted diversity, inclusion, human rights and equity resource for over 700 organizations and the most recognized national charity for DEI in Canada. CCDI provides networking opportunities, learning, and resources.	416-968-6520



CME Inclusion and Diversity Toolkit

Want to refer to a manufacturing-specific resource related to diverse hiring practices and inclusion in the workplace?

Check out the [CME Inclusion and Diversity Toolkit](#). This toolkit is made for manufacturers, by manufacturers, and provides a suite of practical tools.



A group of construction workers wearing hard hats and safety vests, looking towards the left. The workers are of various ethnicities and are wearing yellow and white hard hats. The man in the foreground has a beard and is wearing a white hard hat and safety glasses. The background is slightly blurred, showing more workers and a construction site.

Talent Attraction Best Practices





TALENT ATTRACTION BEST PRACTICES

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Positioning and Marketing your Company, Brand and Culture*

Recruiting the best talent for your business requires a strategic approach. Consider the following to effectively market your business to potential employees.



Craft Your Employer Brand:

Define what makes your company unique and attractive to work for. Highlight your mission, values, culture, and benefits that set you apart from competitors and communicate that clearly.



Create Compelling Job Descriptions:

Write job landing pages and postings that not only list responsibilities and requirements but also convey your company's culture and the opportunities for growth and development.



Utilize Social Media:

Leverage platforms like LinkedIn, Facebook, and Instagram to showcase your company culture, share employee stories, and advertise job openings.



Offer Competitive Benefits and Perks:

Highlight competitive salaries, healthcare benefits, flexible work options, and any other perks that appeal to potential employees.



Encourage Employee Referrals:

Your current employees can be your best recruiters. Implement a referral program that incentivizes employees to recommend qualified candidates.



Showcase Career Progression:

Emphasize opportunities for career advancement and professional development within your company.

*Source: Hire and Retain the Best Employees – An HR Guide for Entrepreneurs, BDC, 2023.

Promoting Careers in Manufacturing

Manufacturing isn't the dark, dirty and dangerous sector it is often made out to be. Manufacturing is high-tech, high-skilled, with high-paying jobs. We need to open our doors to show what innovative manufacturers are in the community and the exciting career options in the sector. Want to host a tour but not sure where to start? Visit [Ontario Made](#) for hosting guides and how to share your company's story.

Ontario Job Bank

Employers can maximize promotion of job opportunities through the [Ontario Job Bank](#). Advertise jobs for free to thousands of people and get a list of potential candidates with the skill sets you need.

Corporate Examples

The following Corporate job posting landing pages are examples of organizations utilizing best practices related to talent acquisition. Take a look and see if you can implement some of these best practices in your organization.

[Lafarge Canada](#)

[General Motors](#)

[Sofina Foods](#)

[Celestica](#)

[Martinrea](#)



York Region Workforce Planning Board

Wondering what your competitors are doing to attract talent?

One tool you should check out is the [York Region Job Board](#) powered by the [Workforce Planning Board of York Region](#). You can compare your job postings to your competitors including what compensation and benefits are offered, skills required, and how they promote their company culture, to ensure you are doing everything you can to get interest from jobseekers via your job postings.

To further support an improved recruitment process, take a look at their resource [Attracting Top Talent By Improving Your Recruitment Process](#), and others on their [website](#).

A photograph of two construction workers, a man and a woman, wearing white hard hats and high-visibility yellow safety vests. They are standing on a construction site, looking at each other and talking. The background is blurred, showing warm, out-of-focus lights. The text "Funding Programs" is overlaid in white at the bottom center.

Funding Programs



Talent Funding Programs*

Funding is available related to hiring and training staff. Many of these programs offer multiple intake rounds, so if deadlines have passed, keep checking the program site to see if a new round of funding has been announced. This is a partial list of top programs with many others available. For complete listings, funding application professional consultancy is available through organizations such as [Ryan](#).

FUNDING OPPORTUNITIES	FUND AMOUNT	DESCRIPTION
Canada-Ontario Job Grant (COJG) Canada-Ontario Job Grant Program	Up to \$10,000 per person and maximum 25 participants; apply for SDF for greater than 25 participants	Funding available for companies to train staff
Canada Summer Jobs Canada Summer Jobs Applicant Guide	Up to 50-100% of minimum wage in summer youth hires	Private sector organizations with 50 or fewer employees are eligible for funding
CTMA: Expanding Opportunities Canadian Tooling and Machining Association	Incentives to employers of 50% of wages paid up to \$5,000 for each Experiential Work Placement; for 2 consecutive EWP's – up to \$10,000, and for 3 consecutive EWP's – up to \$15,000	Program provides non-repayable contributions to eligible employers to subsidize the wages of new hires or the upskilling of existing employees in the metalworking sector
EI Work Sharing Program – U.S. Tariffs Special Measures EI Work Sharing Program	Case-by-case basis depending on worker	Provides EI benefits to employees who work reduced hours due to a decrease in business activity beyond their employer's control. This helps employers and employees avoid layoffs in the first place.
Skills Development Fund (SDF) Skills Development Fund Training Stream	No limit; prioritizing \$150K plus projects	Funding supports organizations for projects that address challenges to hiring, training, or retaining workers, including apprentices
Talent Development – TalentEdge Internship Program (TIP) OVIN Talent Development Internships	Up to \$30,000	Support for current college and university students and graduates to work on industry-driven research and development projects related to automotive and smart mobility technology
WILWorks Skilled Trades in Advanced Manufacturing Program Work Placement Funding - EMC Canada	Up to \$5,000 per placement of staff aged 15-29	Fund will support manufacturers through wage subsidies, 50% of placement costs (up to \$5,000), to employers who provide quality work placements

*Program list and availability updated as of March 2025.



Training and Learning





TRAINING AND LEARNING

HR Development and Learning

If you are looking for best practices related to hiring and retaining talent, consider directing your HR team to the [Human Resources Professionals Association \(HRPA\)](#). The HRPA regulates and supports over 23,000 professionals and students so they can evolve in this rapidly changing landscape, lead their organizations in effective HR practice, and make an impact—driving economic growth, elevating talent, and creating safe workplaces wherever they are.

Upskilling Employees

If you are looking to upskill current or new employees through micro credentials, you can find some advanced manufacturing training opportunities for staff through [Palette Skills, Excellence in Manufacturing Consortium](#), and [Canadian Manufacturers & Exporters \(CME\)](#).

Apprenticeship and Skilled Trade Certification

Skilled Trades Ontario is an agency of the Ministry of Labour, Immigration, Training and Skills Development that is responsible for apprenticeship and skilled trades certification in Ontario. To learn about apprenticeships and financial support for hiring, visit [skilledtradesontario.ca](#)

CONNECT WITH US

If you are a manufacturer in York Region and would like to connect with their Senior Business Development Advisors on talent or any other company needs, please email yorkregioneconomicstrategy@york.ca