



Mining Essentials – Tips for Employers

A *Mining Essentials* employer is an industry partner that plays an important role in shaping the enrichment activities and determining how much practical, or hands-on time learners will spend at an operating mine. Through tours, guest speaker sessions and job shadowing, employers can provide a valuable link from classroom education to allow learners to observe and/or apply what they have learned. This partnership allows learners to develop a sense of understanding about what it's like to work at a mine site, and this exposure helps them decide if they would like to pursue a career in the industry.

We interviewed employers who were *Mining Essentials* industry partners; here are their tips for a successful program delivery and partnership:

Planning

- Look ahead to determine if there are quieter periods that would be ideal times to have the learners onsite and create a schedule.
- Be realistic when considering what kind of time commitment your company is able to make – tours vs. job shadowing? Both?
- Think of ways delivering *Mining Essentials* could be incorporated into any new or existing cultural awareness/sensitivity programs for employees at your company.
- Build a few contingency days into the schedule so there is a plan when unforeseen events occur.
- Plan for onsite activities that can accommodate large groups, or make arrangements to split learners up into smaller groups, and rotate them throughout their visit.
- Work closely with communities of interest and pre-screen/interview applicants to make sure they are really interested and that they have thought through the whole process- this will help increase success rates.
- Consider alternative tasks or mock tasks (with fictitious information) for positions involving confidential documents (e.g. HR) so learners can still a feel for what's involved.
- Determine and communicate what site-specific and/or provincially legislated training/safety protocols or tests need to be completed before each candidate is able to come onsite and (if applicable) go underground:
 - What are the time implications?
 - What are the costs?

Mining Essentials – Tips for Employers – *continued*

Customization

- Work closely with the trainer, in preparation for the delivery, to customize Program content so it directly applies to your site's hiring requirements:
 - *Mining Essentials* curriculum is general and therefore very flexible and customizable.
 - Adding in more information on regional resources knowledge is a great way to elevate learners' understanding of the operations in their actual communities.
 - There is also the option to add information about your company and some of its processes, so learners are introduced to your company and are able to learn about it through the curriculum, as well as during the onsite enrichment activities.
 - One-third of the Program is allocated to enrichment activities, which are categorized as any activity that makes the learner more 'work ready' after graduation. Take the opportunity to develop the skills and competencies of the graduates during this time.

Communication

- Let the trainer know how flexible your company is able to be – how much lead time would you need if there were any changes to the plan and schedule?
- Be open and clear with regards to your company's ability to consider learners for any future positions; make sure your message is consistent.
- Communicate any logistical needs or challenges with the trainer to work out a solution.
- Don't hesitate to contact the *Mining Essentials* Registrar at MiHR as often as needed. The Registrar's role is to fully support sites wherever possible.
miningessentials@mihr.ca