



# MINING POTENTIAL



## **MINING POTENTIAL: AN ESSENTIAL SKILLS AND WORK READINESS TRAINING PROGRAM FOR WOMEN, YOUTH AND NEWCOMERS**

**– LEARNER REQUIREMENTS –**



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## Entrance Requirements

The prospective learners must:

- Be at least 17 years of age or the provincial age required to be registered in an adult education program.
- Fall under one of these three groups:
  - Youth between the ages of 17-30
  - Women
  - Newcomers
- Completed Grade 8 or equivalent, which can include rating scales such as English language proficiency or entrance tests used by colleges to determine suitable placement in programs (to be approved by MiHR).
  - Notes:
    - Mining Potential is not an upgrading course; therefore, the appropriate reading, comprehension and numeracy skill level is required.
    - Mining Potential might come before or in conjunction with other training options.
- Completed MiHR's pre and post essential skills assessments.
- Completed pre-assessment application items, including:
  - The Mining Potential Application Form
  - A test to ensure Grade 8 equivalency if the potential learner has not completed Grade 8.
    - Results must be provided to MiHR prior to start of the training program.
  - An interview covering the following topics:
    - Why they are interested in a career in mining
    - Housing
    - Location
    - Health
    - Travel
    - Funding
    - Educational levels
    - Language
    - Environment



## Entrance Requirements cont.

- Awareness of drug and alcohol testing policies (zero tolerance)
- Awareness of medical and fit for duty testing policies
- Be present at a Mining Potential Orientation Day delivered by the training site prior to program start-up.

## Evaluation Approach

Learner evaluation consists of:

- Attendance.
- In-class quizzes of industry knowledge.
- Completing skills checklists (demonstration of skill and signed off by an approved observer).
- Creation of a portfolio (should include a cover letter, resume and WHMIS certificate).
- Assignments for home.
- Self-evaluation forms and checklists.
- Participation in classroom activities and discussions.
- Oral testing and informal discussion considered on a case by case basis.
- Adhering to the classroom's group values created during the orientation.



## Graduate Requirements

Learners must:

- Write all 11 module quizzes and meet or exceed the average passing score of 60% per module.
- Attend a minimum 85% of the overall program duration.
- Demonstrate 80% of the skills in the Skills Checklist.
- Complete a Portfolio (should include cover letter, resume and WHMIS certificate).

## Record of Completion

MiHR will issue learners with a certificate of completion if they meet all the requirements to graduate and be given special recognition on their certificate of completion should they attain a perfect attendance.



## Table 1

### Learning Outcomes-Summative Mining Potential Work Readiness Skills List

A	ATTITUDES
<p><b>A1. DEMONSTRATE A POSITIVE ATTITUDE</b> Learners will be able to:</p> <ul style="list-style-type: none"><li>A1.1: Demonstrate self esteem and confidence.</li><li>A1.2: Show respect for others.</li><li>A1.3: Demonstrate honesty and ethical behaviour.</li><li>A1.4: Demonstrate initiative.</li><li>A1.5: Maintain healthy lifestyle.</li></ul> <p><b>A2. DEMONSTRATE RESPONSIBILITY</b> Learners will be able to:</p> <ul style="list-style-type: none"><li>A2.1: Demonstrate organizational and planning skills.</li><li>A2.2: Demonstrate personal management skills.</li><li>A2.3: Be accountable for actions.</li><li>A2.4: Identify workplace norms.</li><li>A2.5: Meet expectations of workplace.</li><li>A2.6: Manage risk.</li></ul> <p><b>A3. DEMONSTRATE ADAPTABILITY</b> Learners will be able to:</p> <ul style="list-style-type: none"><li>A3.1: Be responsive to change.</li><li>A3.2: Be flexible.</li><li>A3.3: Learn from mistakes.</li><li>A3.4: Work efficiently.</li><li>A3.5: Manage stress.</li></ul> <p><b>A4. DEMONSTRATE WILLINGNESS TO LEARN CONTINUOUSLY</b> Learners will be able to:</p> <ul style="list-style-type: none"><li>A4.1: Recognize importance of continuous learning.</li><li>A4.2: Set learning goals.</li><li>A4.3: Complete evaluations.</li></ul>	



## Table 1

<b>A5. DEMONSTRATE COMMITMENT TO WORKPLACE SAFETY, HEALTH AND THE ENVIRONMENT</b> Learners will be able to: A5.1: Make personal commitment to value safety, health and the environment. A5.2: Keep work site safe. A5.3: Be aware of legal rights and responsibilities. A5.4: Follow guidelines for handling equipment. A5.5: Follow workplace traffic guidelines. A5.6: Follow security procedures. A5.7: Identify fire safety information. A5.8: Prepare for emergencies. A5.9: Respond to emergencies.	
<b>B</b>	<b>SKILLS</b>
<b>B1. DEMONSTRATE COMMUNICATION SKILLS</b> Learners will be able to: B1.1: Communicate by reading text. B1.2: Communicate by using documents. B1.3: Communicate by writing. B1.4: Communicate verbally. B1.5: Listen. B1.6: Communicate non-verbally. B1.7: Use communication tools.	
<b>B2. DEMONSTRATE NUMERACY SKILLS</b> Learners will be able to: B2.1: Demonstrate understanding of basic number concepts. B2.2: Recognize patterns and relations. B2.3: Demonstrate awareness of shape and spatial sense. B2.4: Demonstrate basic understanding of relevant statistics and probability. B2.5: Manage money.	
<b>B3. DEMONSTRATE COMPUTER AND OTHER TECHNOLOGY-USE SKILLS</b> Learners will be able to: B3.1 Operate communication equipment. B3.2: Perform basic computer skills.	
<b>B4. DEMONSTRATE MANAGING INFORMATION</b> Learners will be able to: B4.1: Gather information. B4.2: Apply information.	



**Table 1**

<p><b>B5. DEMONSTRATE THINKING SKILLS</b> Learners will be able to:</p> <ul style="list-style-type: none"> <li>B5.1: Make effective decisions.</li> <li>B5.2: Demonstrate effective problem-solving.</li> <li>B5.3: Plan time and schedule.</li> <li>B5.4: Memorize essential information.</li> </ul> <p><b>B6. DEMONSTRATE ABILITY TO WORK WITH OTHERS</b> Learners will be able to:</p> <ul style="list-style-type: none"> <li>B6.1: Work as member of a team.</li> <li>B6.2: Respect cultural differences.</li> <li>B6.3: Participate in team meetings.</li> <li>B6.4: Contribute to a positive work environment.</li> </ul>	
<b>C</b>	<p><b>INDUSTRY KNOWLEDGE</b></p> <p><b>C1. DEMONSTRATE KNOWLEDGE OF MINING SECTOR</b> Learners will be able to:</p> <ul style="list-style-type: none"> <li>C1.1: Describe the mining sector.</li> <li>C1.2: Identify the importance of mining sector to economy.</li> <li>C1.3: Understand the history of mining in Canada.</li> <li>C1.4: Describe types of mining in Canada.</li> <li>C1.5: Describe typical mine operations.</li> <li>C1.6: Describe environmental issues and industry responses.</li> <li>C1.7: Understand the importance of safety in the mining industry.</li> <li>C1.8: Understand key terms and acronyms specific to the mining industry.</li> </ul> <p><b>C2. DEMONSTRATE CAREER AWARENESS FOR THE MINING INDUSTRY</b> Learners will be able to:</p> <ul style="list-style-type: none"> <li>C2.1: Determine skills, education and future learning needs.</li> <li>C2.2: Research job opportunities in the mining sector.</li> <li>C2.3: Prepare a resume and cover letter for a job within the mining industry.</li> <li>C2.4: Prepare for interview in mining sector.</li> <li>C2.5: Use interview skills.</li> <li>C2.6: Prepare for the first day on the job.</li> </ul>