

**From:** [Economic and Community Development](#)  
**To:** [Julie Lavertu](#)  
**Subject:** FW: Agenda Item Ex. 20.7 - January 27, 2021  
**Date:** January 22, 2021 3:52:39 PM  
**Attachments:** [STEP Brochure FINAL.pdf](#)

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**From:** Moro, Elvy  
**Sent:** Friday, January 22, 2021 3:52:15 PM (UTC-05:00) Eastern Time (US & Canada)  
**To:** Economic and Community Development  
**Cc:** 'Kumsa Baker'; Da Silva, Ian  
**Subject:** Agenda Item Ex. 20.7 - January 27, 2021

ECDC

We wish to request an opportunity to speak about Agenda Item Ex. 20.7 on January 27, 2021. We would appreciate if possible to speak in the morning.

We are interested to deput on Ex. 20.7, Elvy Moro, STEP To Construction program – Toronto District School Board, 416 985-3290.

Please see the attached brochure about the program. We will provide further details on January 27. We are looking forward to sharing our program and vision for the future to help communities in Toronto.

Thanks

Elvy

**Elvy Moro**  
***STEP Coordinator***  
***Specialized Trades Exploration Program***  
***to Construction***  
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## How the Co-op Program Works

- You stay enrolled at your home school and travel to Northview Heights Secondary School
- 4-credit co-op: full days at co-op placement
- Classes and co-op placements operate Monday through Friday
- Participants attend several in-class sessions
- Full-time classes at Northview Heights Secondary School for the first four weeks of the semester
- Courses at a local community college for 3 hours/week
- Skill development at approved construction trade training centers. Co-op students are offered a variety of options for placement at an approved employer site
- After the placement has started, co-op classes meet in school on pre-arranged days to share experiences and visit training centres
- The co-op teacher and supervisor meet with the student on site regularly to monitor progress and ensure success



## Who Can Apply?

- You are at least 16 years old
- Must have completed 16 credits
- Successfully completed a Construction Technology or similar hands on course/experience

## How Can You Apply?

- Pick up an application package in the Co-op or Student Services Department at your school
- Discuss the program with your parent(s) or guardian
- Talk to your school's co-op teacher
- Have your co-op teacher submit your completed STEP application to Northview Heights Secondary School

## About the ESCPP

Original participant of The Education/Sector Council Partnerships Project (ESCPP). A national pilot project to build partnerships between the Toronto District School Board (TDSB) and Canada's sector councils.



For more information contact:  
Northview Heights Secondary School  
Co-op Department  
(416) 395-3290 Ext. 20048



SPECIALIZED  
TRADES  
EXPLORATION  
PROGRAM



Northview Heights Secondary School  
Co-op Department  
(416) 395-3290 ext. 20048

## Program Benefits

The Specialized Trades Exploration Program (STEP) provides youth with hands-on opportunities to discover the wide range of careers available in construction.

Available to students 16 years or older, STEP offers valuable industry experience while allowing participants to earn compulsory high school and college credits at no cost.

## Gain Practical Experience

- Rotate and work with many skilled construction trades workers on one site
- Develop technical skills that will help you find future employment
- Prepare for careers in trades, project management as well as civil, mechanical and structural engineering
- Access Buildforce and obtain industry resources, information, and advice to discover the over 30 trade options and career paths available ([www.careersinconstruction.ca](http://www.careersinconstruction.ca))



## Develop Essential Skills

- Learn to read information on safety procedures and hazards
- Understand how to read blueprints and manuals
- Strengthen math skills by calculating measurements
- Develop reading, writing and problem-solving skills
- Gain effective oral communication skills while interacting with supervisors and coworkers
- Learn how to work effectively with team members to ensure tasks are completed safely within deadlines and according to plans
- Polish your computer skills
- Learn continuously and think critically in dynamic and ever-changing environment

## Further Your Education

- Earn Co-op credits which count for a maximum of two compulsory credits towards your Ontario Secondary School Diploma
- Earn one additional high school credit plus one college credit by attending community college for three hours per week in a construction related course such as Health & Safety at no cost to you!
- Learn about construction courses and training
- Prepare for post secondary destinations such as the workplace, apprenticeships, college and university
- Discover the importance of safety in the workplace through WHMIS (Workplace Hazardous Materials Information System), Working at Heights, and Worker Awareness Safety training prior to your placement

## What Participants Say

*"Prior to this experience, I was a little worried about whether or not I could see myself in this field in the future. But now I know this is something I will pursue and it is something I am passionate about. I have worked with many of the electrical apprentices on site and I have learned many new tricks of the trade. My Co-op experience has given me a glimpse into my field of choice and I have loved every moment of it."* (Student)

*"Since I've never really experienced construction just being on a construction site was amazing. I think the opportunity to get to try all the trades was very insightful. I know that going into this program I wanted to be an electrician but after getting to experience all the trades I've found that I more enjoyed plumbing. Having that ability to see what I did and didn't like saved me a potential wasted time in the future going into a trade and then realizing it wasn't for me."* (Student)

