

DISCUSSION GUIDE



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Message from the Institute

Training helps us build the skills and know-how to do our jobs. It also prepares us for new opportunities to advance or transition our careers over time.

Investing in training and skills development is a best practise of governments and businesses. It's also the main way communities build capacity to manage their resources and economic interests.

Fisheries and Oceans Canada's Indigenous programs have helped us create and retain employment for community members—as fish harvesters, field technicians, managers, monitors, guardians, and other professionals. But these programs were designed to do more than support training.

During Indigenous Program Review, we realized that more training funds were needed to help communities offer meaningful employment along career progression paths. We thus recommended that the Department secure a long-term source of funding to augment training and skills development activities in communities.

The National Indigenous Fisheries Institute is collaborating with Fisheries and Oceans Canada to explore how this recommendation could be achieved. To do this:

- We're examining the current federal investment in Indigenous training and skills development related to the fisheries and oceans sector to identify any gaps or redundancies. We're also looking at the training our communities and groups support to advance employment objectives.
- We're researching the jobs and related career paths in fisheries, aquaculture, fish habitat, oceans, environmental response, and aquatic resource management, and the training required to build the knowledge and skills to work in these jobs. We're also listing the courses offered by education and training institutes, and any associated certificates and higher education diplomas.
- We're assessing nationally consistent training management tools and best practises to help communities establish and maintain training plans, manage training schedules, and track and report on training activities. We're also considering ways to help Fisheries and Oceans Canada better track the number of Indigenous persons being trained and employed through their programs and initiatives.

As a result of this work, we want to equip Indigenous communities, groups and businesses with training tools that will help their staff secure meaningful employment and achieve their career aspirations. We also want to suggest options for federal collaboration and efficiencies in Indigenous training and skills development related to careers in the fisheries and oceans sector.

To complete this project, we need your input.

We also need to talk to government officials, training experts, and training institutions. This publication explains how we'd like you to be involved and ways to share your views and feedback. This includes during our online engagement sessions.

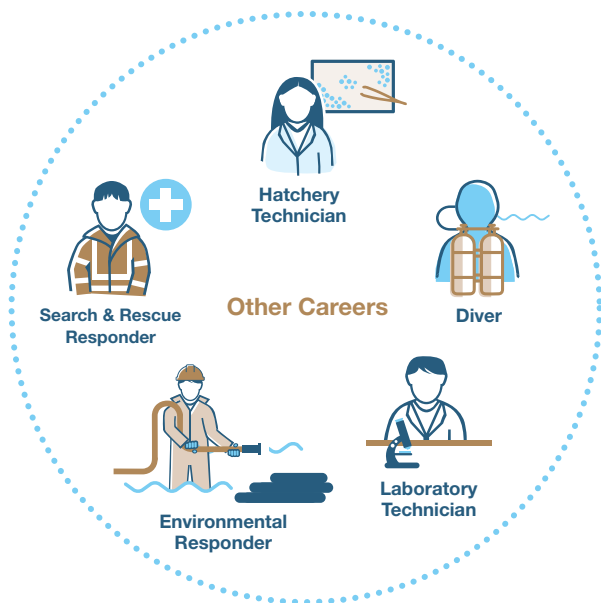
Careers in the Fisheries and Oceans Sector



Consider the careers shown above

1. Which professionals are on your team?

- Click to view the [Career Poster](#) to see if the jobs your staff do are profiled.



Look at the 'Other Careers'

2. Are any of these jobs performed by your staff?

For example:

Are some of your fish harvesters certified divers?
Do your field technicians also work in a lab or hatchery?
Do your guardians also do search & rescue response?

- Click to view the [Career Poster](#) to see if there are other jobs there that your staff do.

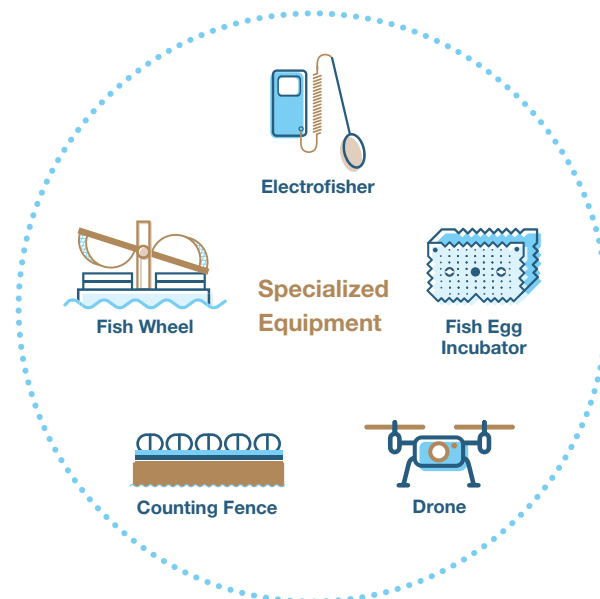
Look at the 'Specialized Equipment'

3. Does your team use one or more of these types of equipment?

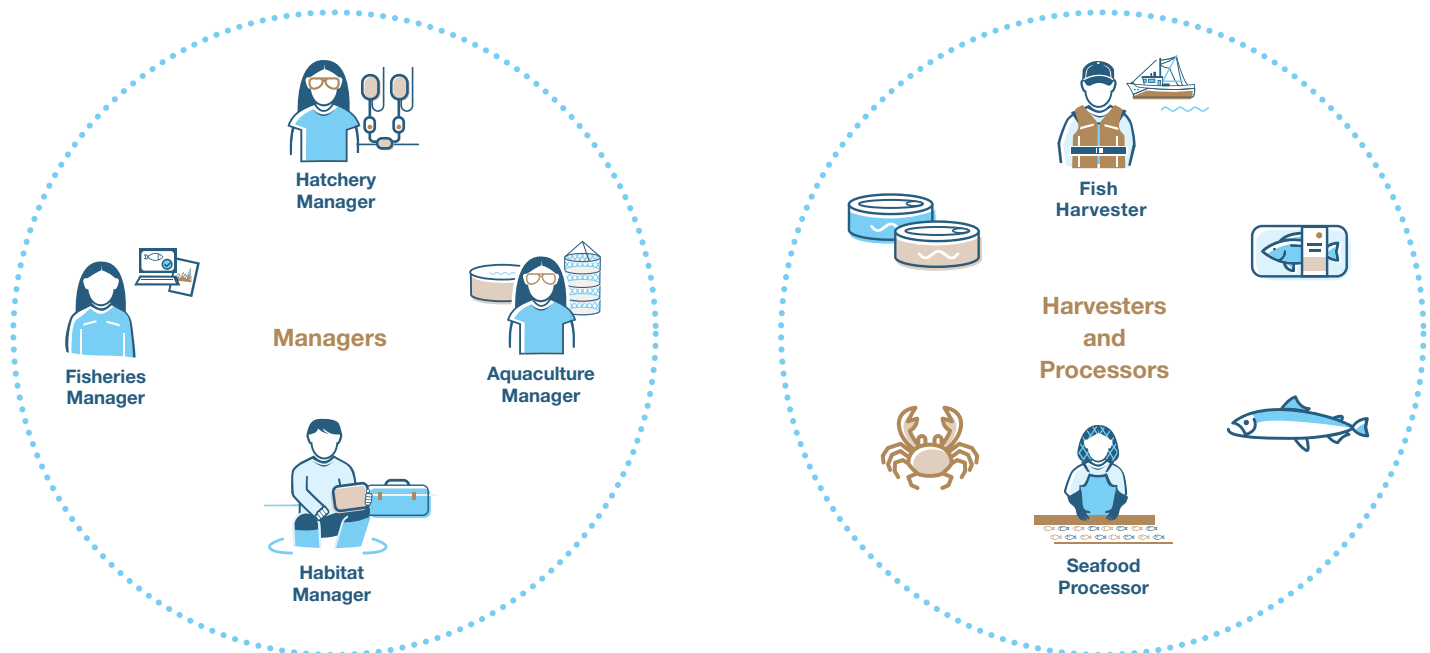
Are they 'certified' to use it?

Have you received training from a DFO scientist or another official on any of this (or other) equipment?

- Click [Specialized Equipment](#) to help us understand how training to use certain types of equipment is done in communities or within the watershed.



Training for Careers in the Fisheries and Oceans Sector



Watch the [Training Paths for Careers in the Fisheries and Oceans Sector](#) video to understand how our career training backgrounders have been set up for the next exercise. Then, click each career illustration to review the training path a person may take to build the knowledge, skills and abilities to do this job. Specific courses, certificates and advanced education options are listed on the second page.

1. Are the training paths and courses generally accurate?

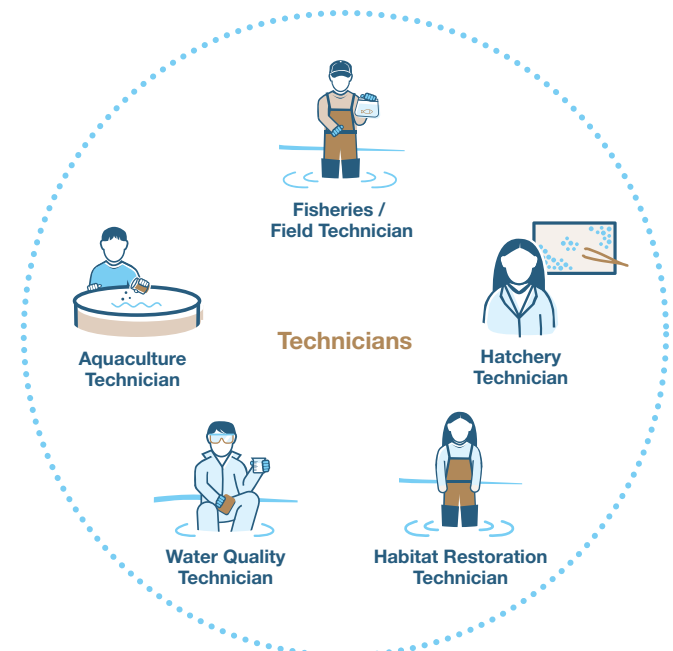
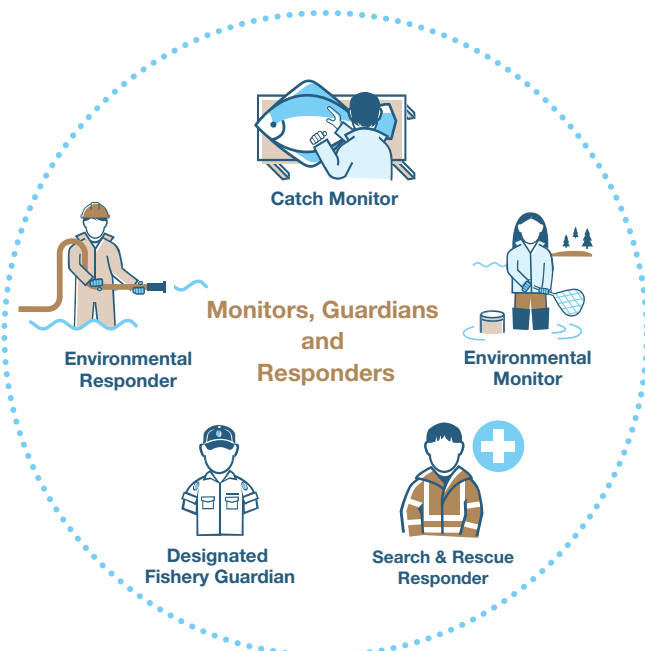
Are any key training elements missing? If so, list.

2. Who does your training (e.g. which institutes or experts)?

Is some of your training done by a DFO scientist or fishery officer or a Canadian Coast Guard officer?

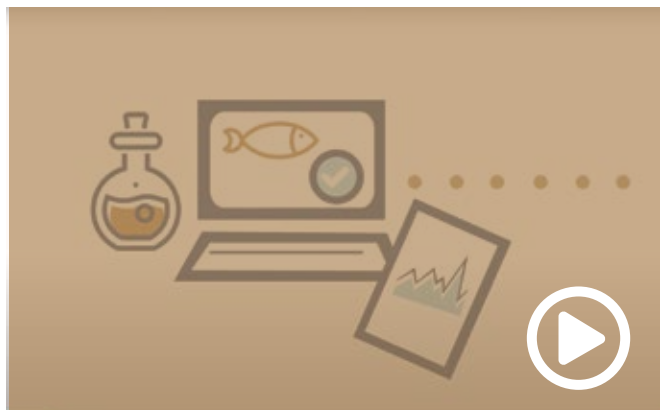
3. How is your staff training funded? Check all that apply.

- ☐ A DFO program (e.g. Aboriginal Fisheries Strategy)
- ☐ An ISET/ASET program center
- ☐ Provincial or territorial program (e.g. BC Employer Training Grant)
- ☐ Own source revenues
- ☐ Other funding source (please name)



Meaningful Employment Opportunities

Sometimes, there's not enough work for a harvester or technician to be employed full time or beyond one or two seasons. Understanding the training 'overlaps' between jobs in the fisheries and oceans sector provides options for a person to work in more than one job without adding to a community's training costs.



Watch **The Benefits of Overlaps in Training** video to learn more about the advantages to employees and communities when it comes to training overlaps across careers in the fisheries and oceans sector.

Then, go back through some of the career training backgrounders linked from the illustrations on page 4, and consider the following questions:

1. Do you employ staff in more than one of these positions?
2. Do you see opportunities to offer longer-term or multi-seasonal jobs to current part-time or seasonal staff by having them fill more than one staff role?

Understanding the Training Involved in Other Careers

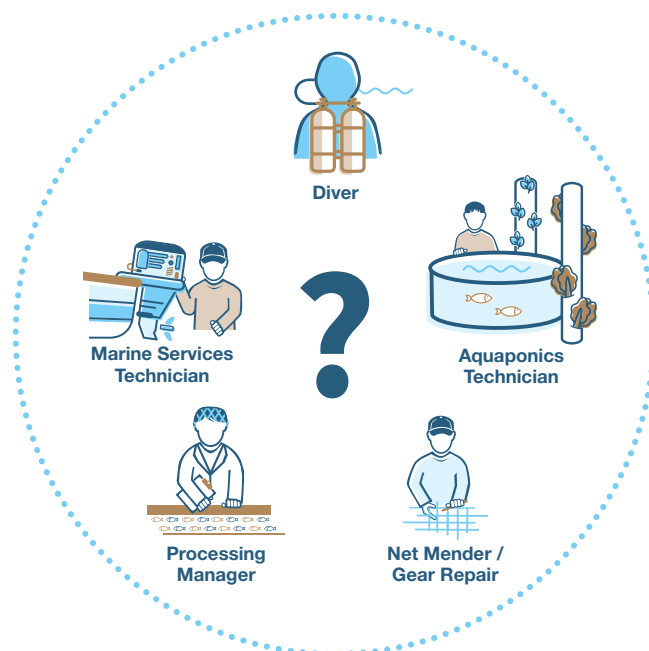
Each community knows the economic and resource management activities they wish to pursue. We'd like to understand the training involved in the associated careers.

Help us create the career backgrounders you need

Click the career illustrations below to input the training you think is required to work in this position. Let us know if there are other careers in the fisheries and oceans sector that should be profiled by clicking one of the '?' links.



Resource Management

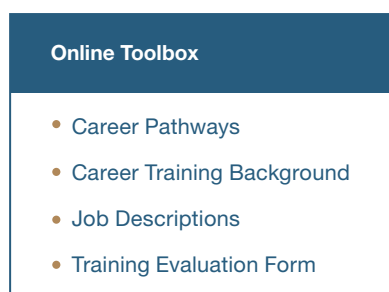


Commercial

Training Tools for Managers

It's important to have a **training plan** in place to help managers organize how and when their employees (and they themselves) will be trained. This includes prioritizing the training and recertification needs of each staff member. A training plan can also help a manager coordinate how different sources of funding for training and skills development may be spent each year.

A **training database** is another useful tool. It can help managers organize training courses, institutions, costs, renewals and certification information for each employee, along with mentorships, internships and other knowledge-transfer activities. At the same time, a database can generate tailored reports to provide to community leaders and government funders about the training courses your team has taken each year—and the costs. These reports would not contain any personal information about your employees; rather, they would be a generic, high-level account of your training statistics.



A **training coordinator** to support Aboriginal Fisheries Strategy, Aboriginal Fishery Guardian and/or Aquatic Resource and Oceans Management program-related training is a third tool for communities and AAROM departments to consider. At present, commercial fishing enterprises that participate in DFO's regional integrated commercial fisheries programs have a training coordinator to help them develop, manage and implement their training plans each year. This coordinator works at arms' length from government so the enterprises continue to operate with autonomy. A training coordinator for AAROM departments and communities would follow this model.

Having access to an **online toolbox** with nationally consistent training and human resource tools is a fourth item to consider. In addition to the career training backgrounders that were developed for this project, the online toolbox could contain generic job descriptions to help communities and groups recruit new employees. It could also include a training evaluation form, training plan templates, and other helpful materials.

Your Input

1. Do you have a training plan in place? Do you see value in having such a plan?
2. Do you use a database to manage training needs? If not, would you use this tool?
 - If you do use a database, does it generate reports with non-personal statistics?
3. Would your community or AAROM department work with a training coordinator or do you think this person would only duplicate the responsibilities of your human resource manager?
4. What would your ideal Online Training and HR Toolbox contain?
5. Do you have any concerns about one or more of these training tools? Are we missing a training tool that you need?



Training Tools for Employees

Many people want to manage their own career development and progressions. Having a résumé is one way to record your employment experiences, but what about training? Often, it is your employer (or manager) who keeps these records. You may also have a bunch of course completion certificates or other records stored at home.

Logging your training and skills development activities in one document could help you prepare for managerial and other advanced career choices. This **'training passport'** could mirror a lot of the information captured in a training database: courses and institutes, certifications and renewal reminders, mentorships and internships, and other training requirements, such as sea time. A passport could also serve as your record of employment.

Training Passport

- Courses
- Certifications
- Renewals
- Mentorships/Internships
- Employment Record

Career Planning Information

- Career Pathways
- Career Advancement
- Career Transition

Another tool that might be useful for individuals is **career planning information**. A career plan outlines the pathways and options for advancement and transitions, including the training and/or education required to move on to another career. The career training backgrounders developed for this project are examples of career planning materials. The career progression infographics for resource management and fishery guardians that were developed during Indigenous Program Review are other examples.

Your Input

Click to flip through a potential **training passport**.

1. Would this need to be a physical (printed document) or would an electronic passport (e.g. an app for your phone) be better?
2. Do you have a better idea to help people manage their own training and skills development?
3. Have any of the career planning tools in this document (e.g. career training backgrounders, career progression infographics, 'overlaps in training' video, etc.) identified opportunities for you to advance or transition to another job in your community, group or business?
4. Are we missing any career planning tools that you need?



More Information

We're interested in what you have to say about this project. Our **website** is set up to receive your input. We will also hold a few virtual engagement sessions.

If you prefer to talk to the Institute, email comms@indigenousfisheries.ca and we'll set up a call.

Thank you for participating!