

Fast Track Stream

Addendum to Better Jobs Ontario Guidelines

Effective June 16 2023

1.0 Introduction

This document is introduced as an addendum to the Better Jobs Ontario (BJO) Guidelines, formerly referred to as the Second Career (SC) program. The program guidelines are posted on the [Employment Ontario Partners' Gateway](#) (EOPG). The purpose of this document is to provide guidance to stakeholders on the BJO Fast Track Stream.

2.0 Description

The Fast Track Stream has been temporarily added to the BJO program to support individuals most impacted by the COVID-19 pandemic. Individuals are considered most impacted by COVID-19 if they are lower-skilled¹ and have been laid-off during the pandemic from a highly impacted sector (see Section 2.1.1 of the Addendum). The Fast Track stream will help people access training to get back to work faster, demonstrating responsiveness to rapidly changing labour market conditions, and supporting economic recovery. Eligible participants in this stream will be exempt from the suitability assessment as set out in 2.5 of the BJO guidelines.

It is important to note that the BJO program and the Fast Track Stream are intended to be one option among many Employment Ontario (EO) services and programs. Individuals interested in becoming certified in a trade are encouraged to explore the Apprenticeship programs offered through Employment Ontario. Apprenticeship programs combine on-the-job and in-school training for employment in a skilled trade, with the goal to enable workers to become certified in their trade of choice. For more information, please visit the [Employment Ontario Partners' Gateway](#).

2.1 Eligibility

To be eligible for the Fast Track Stream, individuals must meet **all** of the following criteria:

¹ Individuals who have a high school education or lower and/or individuals whose employment experience has not required more than a high school education (e.g., laid-off from NOC TEER category 4 or 5).

- Have been laid-off on or after March 1, 2020² from a sector identified as highly impacted by COVID-19;
- Have no more than a high school education **and/or** have been laid-off from an occupation that required no more than high school education (i.e. laid off National Occupational Classification (NOC) Training, Education, Experience and Responsibilities (TEER) category 4 or 5 occupations) regardless of the individual's education;
- Are seeking training for identified in-demand occupations in Provincial Priority Areas (see Sections 2.1.2 of the Addendum);
- Be unemployed as outlined in Section 2.3.2 of the BJO guidelines;
- Be a resident of Ontario as outlined in Section 2.3.3 of the BJO guidelines;
- Be a Canadian citizen or a permanent resident or meet the 900 series Social Insurance Number (SIN) policy set out in Section 2.3.4 of the BJO guidelines;
- Not be ineligible pursuant to Section 2.3.6 of the BJO guidelines.

2.1.1 Laid-off from a COVID-19 Highly Impacted Sector

Clients must have been laid-off from a ministry defined, highly impacted sector to be eligible for the Fast Track Stream. Sectors have been identified as highly impacted when the sectors either:

- Have above average employment loss as a whole; or
- Contain one or more subsectors with above average employment loss, as long as the overarching sector has an above average share of 'low skilled' workers³.

As of November 30, 2020, the current highly impacted sectors identified by the ministry include:

- Accommodation and Food Services;
- Business, building and other support services;
- Agriculture;
- Transportation and warehousing;
- Construction;
- Wholesale and retail trade;
- Information, culture and recreation;
- Manufacturing;
- Forestry, fishing, mining, oil and gas; and

² March 1, 2020 is the date marking the beginning of the 'COVID-19 Period' as established by O.Reg 228/20 (Infectious Disease Emergency leave).

³ Individuals who have a high school education or lower and/or individual whose employment experience has not required more than a high school education (e.g., laid-off from NOC skill level in TEER 4 or 5).

- Other services (except public administration),
 - Includes personal and laundry services.

This list will be updated on an ongoing basis to reflect current labour market realities.

2.1.2 Training in Provincial Priority Areas

To achieve the best results for jobseekers, employers, and communities, the ministry has identified in-demand occupations for provincial priority sectors.

The provincial priority areas (Information and Communications Technology, Life Sciences, Advanced Manufacturing, and Supportive Health Services) have been identified as important for Ontario’s economic future.

The provincial priority areas and the corresponding in-demand occupations will be updated on a regular basis.

2.1.2.1 Information and Communications Technology

For the purpose of Better Jobs Ontario, the Information and Communications Technology sector includes:

- Computer and electronics products manufacturer, excluding navigational, measuring, medical and controlling devices (NAICS 334);
- Computer and communications equipment and supplies merchant wholesaler (NAICS 4173);
- Software publishers (NAICS 5112);
- Telecommunications (NAICS 517);
- Data processing, hosting and related services (NAICS 518);
- Computer systems design and related services (NAICS 5415); and
- Electronic and precision equipment repair and maintenance (NAICS 8112).

Information and Communications Technology (ICT) in-scope occupations were selected from those identified by the Information and Communications Technology Council (ICTC) among the core ICT occupations identified above. Those selected are also relevant to other sectors identified in Industry Canada’s National Digital and ICT strategy. In-scope occupations were further refined based on the potential for viable training pathways for the target client group within the 52-week maximum duration of the Better Jobs Ontario program. In-scope occupations include:

- Computer Systems Developers and Programmers (NOC 21230 – TEER 1);
- Software Developers and Programmers (NOC 21232 – TEER 1);
- Web Developers and Programmers (NOC 21234 – TEER 1);
- Web Designers (NOC 21233 – TEER 1);
- Computer Network and Web Technicians (NOC 22220 - TEER 2);

- User Support Technicians (NOC 22221 – TEER 2);
- Audio and Video Recording Technicians (NOC 52113 – TEER 2); and
- Graphic Designers and Illustrators (NOC 52120 – TEER 2).

2.1.2.2 Life Sciences

For the purposes of Better Jobs Ontario, the Life Science sector includes MedTech and Pharmaceutical industries.

MedTech involves the research and development, design and manufacturing associated with medical equipment and medical technologies. It includes:

- Medical equipment and supplies manufacturing (NAICS 3391); and
- Scientific research and development services (NAICS 5417).

The Pharmaceuticals sector includes:

- Pharmaceutical and medicine manufacturing (NAICS 3254).

Life Sciences in-scope occupations were selected as occupations with 2% or more share of employment within the sector. In-scope occupations were further refined based on the potential for viable training pathways for the target client group within the 52-week maximum duration of the Better Jobs Ontario program. In-scope occupations include:

- Chemical technologists and technicians (NOC 22100 – TEER 2);
- Chemical plant machine operators (NOC 94110 – TEER 4);
- Administrative officers (NOC 13100 – TEER 3);
- Technical sales specialists – wholesale trade (NOC 62100 – TEER 2);
- Supervisors, petroleum, gas and chemical processing and utilities (NOC 92011 – TEER 2);
- Biological technologists and technicians (NOC 22100 – TEER 2);
- Dental technologists and technicians (NOC 32112 – TEER 2);
- Dental assistants and dental laboratory assistants (NOC 33100 – TEER 3);
- Industrial engineering and manufacturing technologists and technicians (NOC 22302 – TEER 2);
- Other customer and information services representatives (NOC 64409 – TEER 4);
- Administrative assistants (NOC 13110 – TEER 3);
- Shippers and receivers (NOC 14400 – TEER 4);
- Pharmacy technicians (NOC 32124 – TEER 2);
- Other medical technologists and technicians (NOC 32129 – TEER 2);
- Pharmacy technical assistants and pharmacy assistants (NOC 33103 – TEER 3);
- General office support workers (NOC 14100 – TEER 4);

- Central control and process operators, petroleum, gas and chemical processing (NOC 93101 – TEER 3);
- Other products assemblers, finishers and inspectors (NOC 94219 – TEER 4);
- Other technical occupations in therapy and assessment (NOC 32109 - TEER 2);
- Electrical and electronics engineering technologists and technicians (NOC 22310 – TEER 2);
- Construction millwrights and industrial mechanics (NOC 72400 – TEER 2);
- Medical laboratory assistants and related technical occupations (NOC 33101 – TEER 3);
- Physicians assistants, midwives, and allied health professionals (NOC 31303 – TEER 1);
- Medical laboratory technologists (NOC 32120 – TEER 2);
- Computer network and web technicians (NOC 22220 – TEER 2);
- Accounting and related clerks (NOC 14200 – TEER 4);
- Supervisors, supply chain, tracking and scheduling co-ordination occupations (NOC 12013 – TEER 2);
- Production and transportation logistics coordinators (NOC 13201 – TEER 3);
- Air transport ramp attendants (NOC 74202 – TEER 4);
- Executive assistants (NOC 12100 – TEER 2);
- Production logistics workers (NOC 14402 – TEER 4);
- Electronics assemblers, fabricators, inspectors and testers (NOC 94201 – TEER 4);
- Retail salespersons and visual merchandisers (NOC 64100 – TEER 4);
- Procurement and purchasing agents and officers (NOC 12102 – TEER 2);
- Mechanical engineering technologists and technicians (NOC 22301 – TEER 2);
- User support technicians (NOC 22221 – TEER 2);
- Computer System Developers and Programmers (NOC 21230 – TEER 1);
- Software Developers and Programmers (NOC 21232 – TEER 1); and
- Web Developers and Programmers (NOC 21234 – TEER 1)

2.1.2.3 Advanced Manufacturing

For the purposes of Better Jobs Ontario, Advanced Manufacturing is identified as the use of innovative technologies for improved competitiveness in manufacturing. While there is no specific list of sectors identified in advanced manufacturing, examples of these technologies include:

- Machine learning
- Cybersecurity
- Additive manufacturing (3D printing)
- Development of light weighting materials
- Robotics

- Artificial intelligence
- Computer numerical control

With no specific list for Advanced Manufacturing, the occupations identified will be part of the Manufacturing sector. The in-scope occupations were identified as occupations with more than 1,500 employees (0.2% employment share) in the sector in 2019. In-scope occupations were further refined on the potential for viable training pathways for the target client group within the 52-week maximum duration of the Better Jobs Ontario program. In-scope occupations include:

- Process control and machine operators, food and beverage processing (NOC 94140 – TEER 4);
- Metalworking and forging machine operators (NOC 94105 – TEER 4);
- Construction millwrights and industrial mechanics (NOC 72400 – TEER 2);
- Motor vehicle assemblers, inspectors and testers (NOC 94200 – TEER 4);
- Technical sales specialists – wholesale trade (NOC 62100 – TEER 2);
- Sales and account representatives – wholesale trade (non-technical) (NOC 64101 – TEER 4);
- Other products assemblers, finishers and inspectors (NOC 94200 – TEER 4);
- Machine operators of other metal products (NOC 94107 – TEER 4);
- Supervisors, other mechanical and metal products manufacturing (NOC 92023 – TEER 2);
- Plastics processing machine operators (NOC 94111 – TEER 4);
- Welders and related machine operators (NOC 72106 – TEER 2);
- Supervisors, food, beverage and associated products processing (NOC 92012 – TEER 2);
- Shippers and receivers (NOC 14400 – TEER 4);
- Machinists and machining and tooling inspectors (NOC 72100 – TEER 2);
- Electronics assemblers, fabricators, inspectors and testers (NOC 94201 – TEER 4);
- Furniture and fixture assemblers, finishers, refinishers, and inspectors (NOC 94210 – TEER 4);
- Supervisors, motor vehicle assembling (NOC 92020 – TEER 2);
- Tool and die makers (NOC 72101 – TEER 2);
- Industrial electricians (NOC 72201 – TEER 2);
- Chemical plant machine operators (NOC 94110 – TEER 4);
- Industrial sewing machine operators (NOC 94132 – TEER 4);
- Aircraft assemblers and aircraft assembly inspectors (NOC 93200 – TEER 3);
- Industrial butchers and meat cutters, poultry preparers and related workers (NOC 94141 – TEER 4);
- Printing press operators (NOC 73401 – TEER 3);

- Machine operators, mineral and metal processing (NOC 94100 – TEER 4);
- Supervisors, forest products processing (NOC 92014 – TEER 2);
- Mechanical assemblers and inspectors (NOC 94204 – TEER 4);
- Transport truck drivers (NOC 73300 – TEER 3);
- Chemical technologists and technicians (NOC 22100 – TEER 2);
- Assemblers and inspectors of other wood products (NOC 94211 – TEER 4);
- Industrial painters, coaters and metal finishing process operators (NOC 94213 – TEER 4);
- Supervisors, furniture and fixtures manufacturing (NOC 92022 – TEER 2);
- Supervisors, mineral and metal processing (NOC 92010 – TEER 2);
- Electrical and electronics engineering technologists and technicians (NOC 22310 – TEER 2);
- Testers and graders, food, and beverage processing (NOC 94143 – TEER 4);
- Aircraft instrument, electrical and avionics mechanics, technicians and inspectors (NOC 22313 – TEER 2);
- Supervisors, plastic and rubber products manufacturing (NOC 92013 – TEER 2);
- Other wood processing machine operators (NOC 94129 – TEER 4);
- Assemblers and inspectors, electrical appliance, apparatus and equipment manufacturing (NOC 94202 – TEER 4);
- Plastic products assemblers, finishers and inspectors (NOC 94212 – TEER 4);
- Supervisors, petroleum, gas and chemical processing and utilities (NOC 92011 – TEER 2);
- Plateless printing equipment operators (NOC 94150 – TEER 4);
- Supervisors, other products manufacturing and assembly (NOC 92024 – TEER 2);
- Rubber processing machine operators and related workers (NOC 94112 – TEER 4);
- Contractors and supervisors, machining, metal forming, shaping and erecting trades and related occupations (NOC 72010 – TEER 2);
- Paper converting machine operators (NOC 94122 – TEER 4);
- Supervisors, electronics and electrical products manufacturing (NOC 92021 – TEER 2);
- Supervisors, textile, fabric, fur and leather products processing and manufacturing (NOC 92015 – TEER 2);
- Central control and process operators, petroleum, gas and chemical processing operators (NOC 93101 – TEER 3);
- Supervisors, supply chain, tracking and scheduling co-ordination occupations (NOC 12013 – TEER 2);
- Production and transportation logistics coordinators (NOC 13201 – TEER 3);
- Air transport ramp attendants (NOC 74202 – TEER 4);

- Electronic service technicians (household and business equipment) (NOC 22311 – TEER 2);
- Graphic designers and illustrators (NOC 52120 – TEER 2);
- Sawmill machine operators (NOC 94120 – TEER 4);
- Assemblers, fabricators and inspectors, industrial electrical motors and transformers (NOC 94203 – TEER 4);
- Computer Systems Developers and Programmers (NOC 21230 – TEER 1);
- Software Developers and Programmers (NOC 21232 – TEER 1); and
- Web Developers and Programmers (NOC 21234 – TEER 1);

2.1.2.4 Supportive Health Services

For the purposes of Better Jobs Ontario, Supportive Health Services is identified as occupations that provide support services in the healthcare field. The following occupations are identified initially and will be updated over time, in alignment with needs in the healthcare sector and Better Jobs Ontario program parameters. The in-scope occupations include:

- Personal Support Workers, including:
 - Nurse aides, orderlies and patient service associates (NOC 33102 – TEER 3);
 - Home support workers, caregivers and related occupations (NOC 44101 – TEER 4);
- Pharmacy technical assistants and pharmacy assistants (NOC 33103– TEER 3);
- Other assisting occupations in support of health services (NOC 33109 – TEER 3);
- Other technical occupations in therapy and assessment (NOC 32109 – TEER 3);

2.2 Training Requirements

Individuals will not be required to submit evidence of good employment prospects as set out in Section 2.4.2 of the BJO guidelines as they will be pursuing training in a provincial priority sector.

The skills training requirements set out in Section 2.6 of the BJO guidelines will apply to the Fast Track Stream, with the exception of Section 2.6.1.10. Skills training provided by a university will be allowable for programs at a NOC Teer 1 skill level, providing the occupation is one of the provincially identified occupations outlined in this addendum.

2.3 Additional Considerations

Fast Track Stream participants will undergo a Financial Needs Assessment as outlined in Section 2.7 of the BJO guidelines.

All other policy set out in the BJO guidelines will apply to the Fast Track Stream, including Sections:

- 2.8 Additional Considerations
- 3.0 Program Delivery
- 4.0 Accountability
- 5.0 Administration