



SUMMER CAREER PLACEMENT 2014

Criteria and procedures for students and promoters

OBJECTIVE

The objective of the **Summer Career Placement (SCP)** program is to enable young people to acquire work experience in their field of study.

ELIGIBILITY CRITERIA

PROMOTER - EMPLOYER

The promoter-employer must satisfy the following criteria:

- ✓ Be a private sector employer and/or a legally recognised non-profit organisation;
- ✓ Have physical premises from which it operates;
- ✓ Provide work experience, enriching training and positive supervision;
- ✓ Be able to contribute to the participant's salary as described in the grid below according to type of organisation;
- ✓ Enclose a copy of the job description for each position;
- ✓ Provide work experience related to the student's field of study.

PARTICIPANT - STUDENT

The participant-student must satisfy the following criteria:

- ✓ The participant must be a full-time student and having the intention of returning to full-time education¹ in the fall. Written proof from the school is required or complete the "Attestation with the intention of returning to school";
- ✓ Be fifteen (15) + years old before July 1 of the current year;
- ✓ Be a secondary, collegial or university student;
- ✓ **The summer job must be related to the participant's field of study;**
- ✓ Provide a copy of the last report card;
- ✓ Student must have a permanent address in an urban setting.

FINANCIAL CONTRIBUTION

Wage contributions from the employer are mandatory. The FNHRDCQ will contribute according to the following terms:

¹ Be enrolled for four (4) courses or more at post-secondary level, or have a minimum of twenty (20) hours of courses at secondary level.

Type of organisation	FNHRDCQ contribution
Non-profit organisation	90% of the participant's hourly rate, up to a maximum of the current minimum wage + one (1) dollar.
Private organisation	75% of the participant's hourly rate, up to a maximum of the current minimum wage + one (1) dollar.

Mandatory Employer Related Costs (MERC)

The employer covers mandatory employment related costs.

Inadmissible expenses

All other non-mandatory expenses such as union dues, contribution to pension plans and life insurance, and administrative costs payable by the employer and/or the employee are not subsidised by this measure.

<i>GENERAL CONDITIONS</i>

Duration of Projects

The project duration will be a maximum of sixteen (16) weeks and the end of the project shall not exceed August 29th, 2014.

Working Hours

Employment must be for at least thirty (30) hours a week, and must not exceed forty (40) hours a week.

Terms and conditions

- The jobs must not lead to the dismissal of a current employee or volunteer worker, or to the replacement of an employee who has been laid off and is awaiting recall, or who is absent as a result of a work stoppage or employment dispute ;
- Dual funding for the jobs created, via other contributions or government subsidies, is prohibited ;
- All applications will be considered using a client-based approach ;
- Contributions are conditional upon the agreement of the client's community of origin
- Employment may not go beyond the beginning of the current school year.

<i>PRESENTATION AND PROCESSING OF APPLICATIONS</i>

The STUDENT must meet an employment counsellor to assess his/her employment possibilities and open or update his file with the service by at the latest **June 13th, 2014**. ***The PROMOTER*** must complete the application form and attach a job description. Our deadline to receive requests is **June 13th, 2014**.