

propel

Launching Careers in Tourism

Powered by Tourism HR Canada

Tourism HR
Canada



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Canada

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Link to video:

<https://youtu.be/JHjvrm2sDEQ?si=u1pPTnOvgY6dkZIm>

Work-Integrated Learning (WIL)

Co-operative Education and Work-Integrated Learning Canada (CEWIL) is the lead organization for work-integrated learning in Canada. They define work-integrated learning as a form of curricular experiential education that formally integrates a student's academic studies with quality experiences within a workplace or practice setting. WIL experiences include an engaged partnership of at least: an academic institution, a host organization, and a student. WIL can occur at the course or program level and includes the development of student learning objectives and outcomes related to: employability, personal agency, knowledge and skill mobility, and life-long learning.

Types of Work-Integrated Learning (WIL)

**Co-operative
Education**

Field Placement

Internships

Work Experience

Student Work Placement Program (SWPP)

The Student Work Placement Program gives post-secondary students across Canada paid work experience related to their field of study.

canada.ca/en/employment-social-development/programs/student-work-placement-program



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Post-Secondary Institutions

- Share Propel information
- Direct students
- Direct partners and employers

Students

- Apply for a WIL opportunity
- Provide proof of enrollment & WIL component of program
- Complete placement

Employers

- Post a WIL Opportunity
- Apply for a wage subsidy
- Hire a student

Propel Online Portal

EN | FR

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Launching **Careers** in Tourism
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Email

Enter your email

Password





Enter your password

Remember Me

Log in

[forgot password?](#)

Log in with Social Media

OR

Create an Account



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Apply.PropelCareers.ca

propel

Employers

1

Post a WIL
opportunity

2

Apply for a wage
subsidy

3

Hire a student

Employer WIL Opportunity

- Types of WIL

The screenshot displays the 'Opportunity Wizard' interface. On the left is a vertical navigation menu with the following items: 'Select an Experience Type' (highlighted with a red circle), 'Selected Term', 'Academic Programs', 'Targeted Schools', 'Open Network', 'Organization Details', 'Opportunity Details', 'Your Details', 'Additional Options', and 'Funding Delivery Programs'. At the bottom of the menu are icons for 'Français' and a back arrow. The main content area is titled 'Progress' and contains the heading '1. What type of opportunity are you recruiting for?'. Below the heading is a paragraph: 'Schools organize opportunities into different experience types to align them with the academic program and course requirements they support. It can be a little bit tricky to pick the right one, so we've included a description of each below. Click the type you're interested in to see a full description of the type and how many schools offer it.' A list of experience types follows, each with a radio button and a dropdown arrow: 'CO-OPERATIVE EDUCATION' (selected), 'SUMMER JOB', 'PART-TIME JOB', 'VOLUNTEER', 'INTERNSHIP', and 'APPRENTICESHIP'. The top right corner of the interface includes navigation links: 'Back Home', 'Dashboard', 'Postings', 'Funding Applications', 'Stories', and 'Support'.

Employer WIL Opportunity

- Student Program

The screenshot displays the 'Opportunity Wizard' interface. On the left is a vertical navigation menu with the following steps: 'Select an Experience Type' (checked), 'Selected Term' (checked), 'Academic Programs' (active), 'Targeted Schools', 'Open Network', 'Organization Details', 'Opportunity Details', 'Your Details', 'Additional Options', and 'Funding Delivery Programs'. The main content area is titled '3. Let's target a field or area of study' and includes a 'Progress' indicator. Below the title is an explanatory paragraph: 'We're working with students enrolled at academic institutions so it's important that the opportunities they receive align with their fields of study. Not all schools offer all programs so by choosing a few programs we can make sure your posting gets viewed. You can target fields of study by selecting any groupings or if you know exactly what you're looking for you can drill right down to a specific program.' The interface features a 'Macro Majors' section with a 'Select All' toggle and a list of categories: 'Agriculture, Animal & Related Practices', 'Arts & Humanities', 'Business, Finance, Management & Administration', 'Culinary, Hospitality, Recreation & Tourism' (checked), and 'Education, Community & Social Services'. A detailed view for 'Culinary, Hospitality, Recreation & Tourism' shows a 'Deselect All' toggle and several sub-categories with their own 'Deselect All' toggles: 'Culinary Management', 'Fitness & Health Promotion', 'Food & Beverage', 'Hospitality and Tourism', 'Recreation and Leisure', and 'Sports Administration'.

Employer WIL Opportunity

- Target specific schools

The screenshot displays the 'Opportunity Wizard' interface. The left sidebar shows a progress bar with steps: 'Select an Experience Type', 'Selected Term', 'Academic Programs', 'Targeted Schools' (current step), 'Open Network', 'Organization Details', 'Opportunity Details', 'Your Details', 'Additional Options', and 'Funding Delivery Programs'. The main content area is titled '4. Here's who will get your opportunity' and includes a progress indicator, a description of the current step, and a list of provinces/territories with checkboxes. Below this, there are two columns of school names with checkboxes, some of which are selected.

Back Home Dashboard Postings Funding Applications Stories Support

Progress

4. Here's who will get your opportunity

Based on what you've told us so far, here are the applicable schools that meet your criteria. If you're happy with this list keep going, if you want to increase the number of schools that will receive your opportunity use the previous button to expand your field of study criteria.

This opportunity is currently targeting 39 School(s)

Provinces/Territories

Deselect All

- Alberta
- British Columbia
- Manitoba
- New Brunswick
- Newfoundland and Labrador

Deselect All

- Northern Alberta Institute of T...
- The King's University
- University of Alberta
- University of Calgary

Employer WIL Opportunity

- Employer and job posting information

This screenshot shows the 'Opportunity Wizard' interface at step 7, 'Tell us about your opportunity'. The left sidebar lists the wizard steps: 'Select an Experience Type', 'Selected Term', 'Academic Programs', 'Targeted Schools', 'Open Network', 'Organization Details', 'Opportunity Details' (current step), 'Your Details', 'Additional Options', and 'Funding Delivery Programs'. The main content area includes a progress indicator, a title, a description, and several input fields: 'Opportunity Language*' (dropdown menu set to 'English'), 'Deadline Date*' (text input with '08/03/2024 07:51 PM' and a note 'Defaults to one month from today if empty'), a text area for an internal tracking number, and a 'Your Internal Tracking Number' label.

This screenshot shows the 'Opportunity Wizard' interface at step 6, 'Tell us about your organization'. The left sidebar is identical to the previous screenshot. The main content area includes a progress indicator, a title, and input fields for 'Organization' (text input with 'THRC'), 'Division' (text input), 'Organization Size' (dropdown menu with '--select--'), 'Website (en)' (text input), and 'LinkedIn' (text input).

This screenshot shows the 'Opportunity Wizard' interface at step 8, 'Tell us about yourself'. The left sidebar is identical to the previous screenshots. The main content area includes a progress indicator, a title, a description, and input fields for 'Job Title*' (text input with 'Front Desk'), 'First Name*' (text input with 'Gary'), and 'Last Name*' (text input with 'Son').

Employer WIL Opportunity

- Select Propel Student Work Placement Program

The screenshot shows a web application interface for an 'Opportunity Wizard'. On the left is a dark sidebar with a vertical progress indicator. The progress indicator shows steps 1 through 9 completed with green checkmarks, and step 10, 'Funding Delivery Programs', is currently active. The main content area is titled '10. You may be eligible to receive up to \$7,000 (per student) in wage subsidies'. Below the title is a paragraph of text explaining the wage subsidy program. There are two radio button options for selecting a delivery partner: 'NONE' and 'TOURISM HR CANADA'. At the bottom of the main content area are four buttons: 'Cancel', 'Previous', 'Save as Draft', and 'Next'. The top right corner of the application has navigation links: 'Back Home', 'Dashboard', 'Postings', 'Funding Applications', 'Stories', and 'Support'.

Back Home Dashboard Postings Funding Applications Stories Support

Progress

10. You may be eligible to receive up to \$7,000 (per student) in wage subsidies

Employers who hire students in work-integrated learning (WIL) placements may be eligible for a wage subsidy at a rate of up to 70% up to \$7,000 per student. The program brings together employers, students, and post-secondary school stakeholders to create quality WIL opportunities, and supports underrepresented groups including women in STEM, indigenous students, newcomers, persons with disabilities, and first-year students.

Are you eligible for funding? Select a delivery partner that you are interested in receiving funding from and you will be contacted if your business is eligible to receive wage subsidies.

NONE

TOURISM HR CANADA

Cancel Previous Save as Draft Next

Opportunity Wizard

- Select an Experience Type
- Selected Term
- Academic Programs
- Targeted Schools
- Open Network
- Organization Details
- Opportunity Details
- Your Details
- Additional Options
- Funding Delivery Programs

Français

Employers

1

Post a WIL
opportunity

2

Apply for a wage
subsidy

3

Hire a student

Employer Wage Subsidy Application Process



Employer Wage Subsidy Application

- Placement Term

The screenshot displays the 'Funding Wizard' interface. On the left is a vertical navigation menu with steps: Posting, Delivery Program Overview, Placement Term (highlighted with a green circle), Organization, Placement, Student, Documents, and Review. The main content area is titled '3. Placement Term' and includes a 'Progress' indicator. A text box provides details on wage subsidy percentages (50% up to \$5,000 and 70% up to \$7,000) and eligibility requirements. Below this is a list of placement terms: 'SUMMER 2024 (MAY 01, 2024 - AUG 31, 2024)' (selected with a green radio button), 'FALL 2024 (SEP 01, 2024 - DEC 31, 2024)', and 'WINTER 2025 (JAN 01, 2025 - APR 30, 2025)'. At the bottom are buttons for 'Cancel', 'Previous', 'Save as Draft', and 'Next'. The top right corner of the interface contains navigation links: 'Back Home', 'Dashboard', 'Postings', 'Funding Applications', 'Stories', and 'Support'.

Employer Wage Subsidy Application

- Organization, Type of Placement

The screenshot shows the '5. Organization' step of the 'Funding Wizard'. The left sidebar contains a progress indicator with steps: Posting, Delivery Program Overview, Placement Term, Eligibility Criteria, Organization (current), Placement, Student, Documents, and Review. The main content area has a 'Progress' bar and a title '5. Organization'. Below the title is a text input field for 'Enter Organization Details'. The form includes: 'Organization Name*' with the value 'THRC'; 'Organization Size*' with a dropdown menu set to 'Small (10-99)'; 'Select the industry which best represents your business. If uncertain, select Other*' with a dropdown menu set to '--select--'; and two radio button questions: 'Is this the first time the organization has offered a WSL opportunity through the SWP Program?' (checked 'Yes') and 'Do you have a business registration number?' (unchecked 'No').

The screenshot shows the '6. Placement' step of the 'Funding Wizard'. The left sidebar is identical to the previous step, with 'Placement' now highlighted. The main content area has a 'Progress' bar and a title '6. Placement'. Below the title is a text input field for 'Enter Placement Details'. The form includes: 'WSL Type*' with a dropdown menu set to 'Co-operative Education'; 'Job Title*' with the value 'Customer Service'; and 'Job Description*' with a rich text editor containing a blank area.

Employer Wage Subsidy Application

- Placement filled or not filled yet

The screenshot displays the 'Funding Wizard' application interface. On the left is a vertical navigation menu with steps: Posting, Delivery Program Overview, Placement Term, Eligibility Criteria, Organization, Placement, Student (highlighted with a white circle), Documents, and Review. The main content area is titled '7. Student' and includes a 'Progress' indicator. A text box explains that employers must provide student contact information for eligibility confirmation. Below this, 'Eligibility criteria for students:' are listed as bullet points. At the bottom, there is a 'Position Filled' section with radio buttons for 'Yes' and 'No', and four buttons: 'Cancel', 'Previous', 'Save as Draft', and 'Next'. The top right corner of the interface contains navigation links: 'Back Home', 'Dashboard', 'Postings', 'Funding Applications', 'Stories', and 'Support'.

Back Home Dashboard Postings Funding Applications Stories Support

Progress

7. Student

As part of the application process, employers are required to provide their student's contact information, so that Tourism HR Canada can request supporting documentation from them to confirm their eligibility in the program. If you have not hired a student yet for this placement, you will be required to complete this portion of the application once you have secured your hire.

Eligibility criteria for students:

- Registered in a recognized Canadian post-secondary institution (part-time or full-time enrollment in college, bachelor's, master's or PhD programs).
- Canadian citizens, permanent residents, or persons to whom refugee protection has been conferred under the Immigration and Refugee Protection Act.
- International students are not eligible.
- Undertaking a placement that is recognized as a Work Integrated Learning component by the student's institution in connection with a course, degree, certificate, diploma, or other recognized program offered by the institution. The placement can be required or optional, for credit or not for credit.

Position Filled

Yes

No

Cancel Previous Save as Draft Next

Français

Employer Wage Subsidy Application

- Uploading documents

The screenshot displays the 'Funding Wizard' interface. On the left is a dark sidebar with a vertical progress indicator. The steps listed are: Posting, Delivery Program Overview, Placement Term, Eligibility Criteria, Organization, Placement, Student, Documents (highlighted with a white circle), and Review. At the bottom of the sidebar are icons for 'Français' and a refresh symbol. The main content area has a top navigation bar with links: 'Back Home', 'Dashboard', 'Postings', 'Funding Applications', 'Stories', and 'Support'. Below the navigation is a 'Progress' indicator. The main heading is '8. Documents'. A text box contains the following information: 'If your application is eligible, you will receive an employer and student agreement in an email. A copy of the Supporting Documents Guide will also be included. In addition to signed copies of the agreements you receive, the Supporting Documents Guide will show you what supporting documentation is required for your application. Kindly ensure the documentation provided meets the criteria described in this guide and come back to update your application with these attachments once your placement is completed.' Below this text is a large dashed rectangular box with the text 'Drag and drop your files here, or...' and 'click to browse' centered inside. At the bottom of the main area are four buttons: 'Cancel' (red), 'Previous' (black), 'Save as Draft' (black), and 'Next' (green).

Who Qualifies?

STUDENTS

- Domestic (Canadian Permanent Resident or Citizen)
- Registered at a recognized Canadian post-secondary institution in a program that includes a work placement
- Program has Work-Integrated Learning (WIL) Component

Who Qualifies?

EMPLOYERS

- Registered Canadian businesses, startups, and not-for-profits related to the tourism and hospitality sector and/or related to a tourism/hospitality job function
- On-site, remote, and hybrid placements all eligible
- Not funded by other federal grants or programs
- Student must be hired as an employee of the company (not as an independent contractor)



Link to video:

<https://youtu.be/yDw6Glx0YgE?si=j02637tX3vCFszWR>



QUESTIONS?

You can email us at
Propel@TourismHR.ca
or visit our webpage
PropelCareers.ca



THANK YOU



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