

WORK PLACEMENT INFORMATION SHEET

Work Placement Defined

Work placement is one of several delivery mechanisms that may be used to achieve the teaching/learning goals, objectives, and/or outcomes stated in department-developed, -registered, or –approved curricula/courses.

Work placement is neither a program nor a course. Local curricula/courses that utilize work placement as one of several means for achieving teaching/learning goals, objectives, and/or outcomes are encouraged and are eligible for consideration for Departmental approval and registration. Work placement should be used in conjunction with other delivery mechanisms such as direct instruction, computer-guided learning, or small group work to provide learning experiences that support students in progressing and achieving relative to curricula/course goals, objectives, and/or outcomes.

Work Placements and Learners

Work placement is recommended for all learners; however, learners who have not proved competency in the classroom should not be permitted to continue on to a work placement.

Work Placement and Workers Compensation

Workers Compensation coverage is provided by Manitoba Advanced Education and Literacy when the following criteria are met:

- the person is enrolled as a learner in a registered adult learning centre
- the work placement is supervised by a teacher certified by Manitoba Education, Citizenship and Youth
- the work placement is used as a delivery mechanism to achieve the teaching/learning goals, objectives, and/or outcomes stated in department-developed, registered, or approved curricula and/or courses
- the work placement is carried out within the Province of Manitoba regardless of the length of time spent at the workplace site
- learners do not receive wages
- the appropriate departmental forms are completed and required procedures followed

IMPORTANT NOTICE

Work placement registration **MUST** be submitted **PRIOR** to commencement in order to ensure that Workers Compensation **coverage** is provided.