

SUPERVISORS

A CRITICAL RESOURCE FOR THE CONSTRUCTION INDUSTRY

NATIONAL
OCCUPATIONAL
ANALYSIS



SKILLS
DATABASE



FIRST LEVEL
CONSTRUCTION SUPERVISOR
PROGRAM



NATIONAL
CERTIFICATION
PROGRAM



CONSTRUCTION
SECTOR COUNCIL



CONSEIL SECTORIEL
DE LA CONSTRUCTION



Why focus on supervisors?

- Increasingly important role on the jobsite
- Critical in getting the job done on time, on budget and safely
- Tradespeople often identified for promotion to foremen or supervisor positions without support and training
- Mobility
- Close to 25% will retire over the next decade



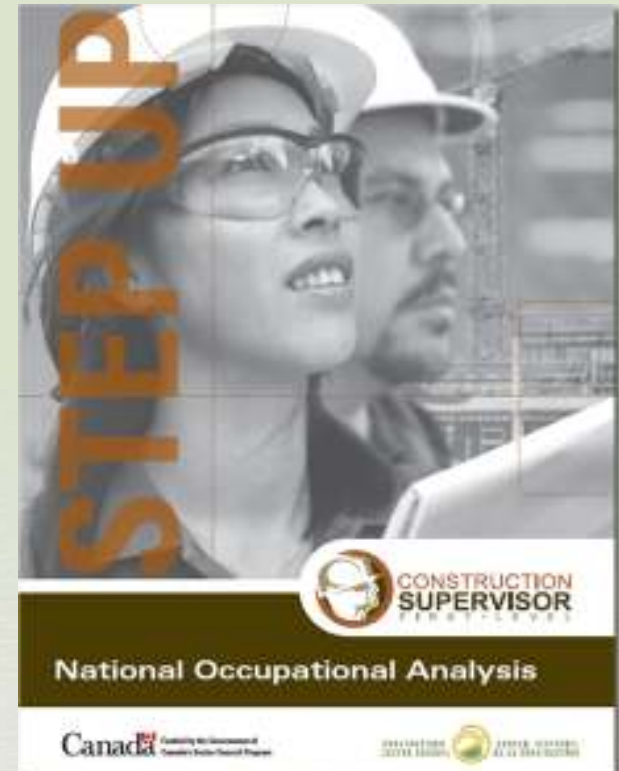
NATIONAL OCCUPATIONAL ANALYSIS



SUPERVISORS

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- **Definition:** Individuals who are directly involved in supervising the hands-on work of construction – one step removed from the tools. In some cases they may still work on the tools
- Developed a National Occupational Analysis
 - Industry input
 - Validated by close to 400 industry representatives





First Level Construction Supervisor Online Program

- Based on:
 - Recognized and respected industry programs
- Input from:
 - Advisory Committee
 - Subject Matter Experts





- Available as self-directed e-learning course but can also be blended with classroom-based training
- Benefits to blending:
 - Cost effective
 - Limits time spent in classroom
 - Maximize classroom time to drill deeper on topics that benefit from class interaction
 - Online portion can be used as prerequisite, preparation for classroom sessions or to reinforce key messages.





- **How is training reinforced?**

- Course takes approximately 14 hours to complete
- Key messages displayed in text on screen
- Audio and video to recognize different learning styles
- Interactive activities to reinforce training messages
- Assessment questions at end of each module



FIRST LEVEL CONSTRUCTION SUPERVISOR PROGRAM



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- Learners must achieve 100% to receive a certificate of completion
- Certificates can be generated by the learner from their account or manually by a course distributor
- Certificates can be co-branded





Course Modules

1. Introduction
2. What is a Supervisor?
3. Supervision Basics
4. Safety
5. Human Resource Management
6. Planning and Scheduling
7. Productivity and Quality
8. Leading Effective Work Teams





Objectives

- Create a more formalized system for certifying supervisors and accrediting training programs
- Provide industry with a formalized means of assessing the credentials of first level supervisors
- Provide supervisors with recognition of their skills and experience
- Align supervisory training across the country with the National Occupational Analysis
- Facilitate mobility of construction supervisors





Guiding Principles

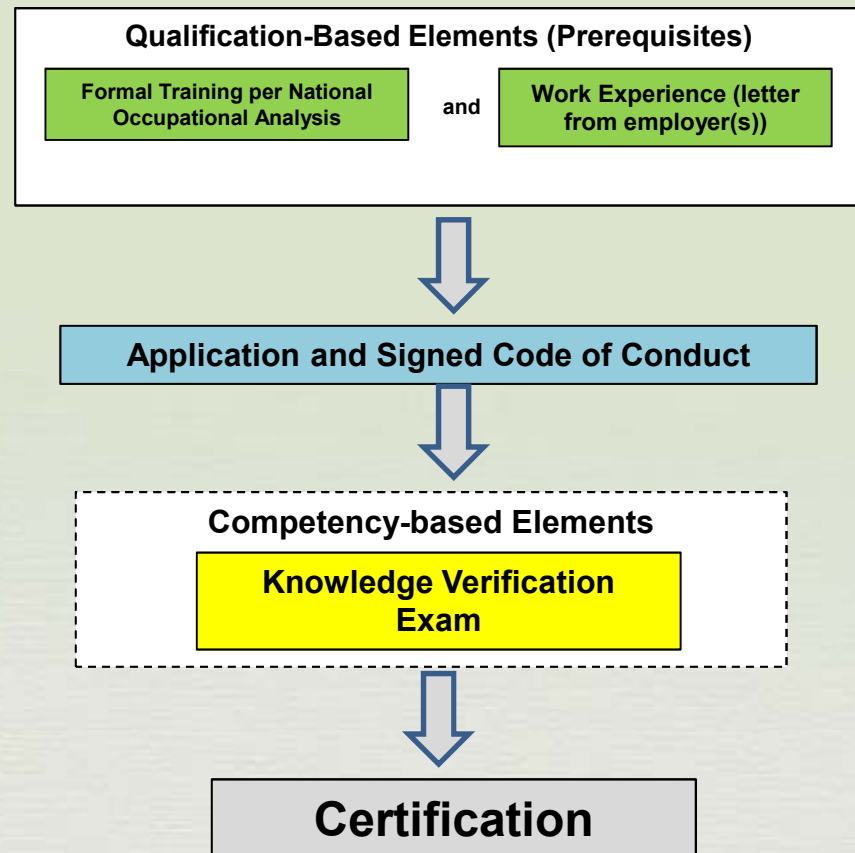
- Respect and build-on of existing industry and provincial certifications (be inclusive)
 - Alberta Industrial Construction Crew Supervisor
 - Gold Seal
- Ensure rigorous requirements that are not intimidating to achieve
- Industry led
- Voluntary





Process

- Qualification
- Application
- Assessment
- Certification





- **Scheme Committee** responsible for the development and maintenance of the certification system
- Seek accreditation under ISO 17024
- Certification is achieved by:
 - Completion of training
 - Documented experience
 - Signed Code of Conduct
 - Exam
- Recognize training not accredit training (training providers submit an application based on criteria established by the Scheme Committee)
 - Less formal
 - No audit
 - Less Costly
- Recognition of other industry certifications





- Under the direction of the certification body, the Scheme Committee will oversee the:
 - scope,
 - eligibility requirements,
 - prerequisites,
 - occupational standard,
 - program development and other requirements for competency related to the occupation.





- CSC Scheme Committee representatives will include:
 - Owners
 - Contractors
 - Construction supervisors, experienced foremen, superintendents, senior field supervisors
 - Training Providers
 - Commercial/Institutional/Industrial/Residential/Civil
 - Labour Groups
 - Regulators





Training Requirements

- Formal training meeting the requirements of the NOA
- Recognition of training rather than accreditation
- Curriculum checklist
- Training providers self-identify
- Training providers meet all the training provider checklist requirements
- Based on the checklist, a program administrator:
 - conducts a desk-check to identify whether the training provider has met the criteria for recognition
 - identifies any gaps that would need to be addressed prior to recognition





Work Experience

- 1,000 hrs of experience within a 2 year period over the last 5 years leading up to the application process constitutes a sufficient length of work experience





Application Process

- Candidates submit application complete with record of training, experience letter from employer
- Candidates sign a code of conduct
- Upon successful application and payment of required fees, candidate will meet the requirements to challenge the knowledge examination





Test Development

- **Validity.** The test accurately measures what it is intended to measure (knowledge, skills, and abilities).
- **Reliability.** The test gives consistent results over time.
- **Fairness.** The test gives no particular group or individual an unfair advantage.





National Skills Database

- Industry identified need for a skills and management database
- Go beyond counting people to counting skills
- Greater depth of information on the workforce that is available to the industry
- Alberta Government funding pilot to test out database in Alberta for supervisor occupation





- The objectives are to provide:
 - public and private owners with better insight into available supervisor talent "domestically"
 - labour groups with current and real information that would allow them to target their skill training and development efforts
 - governments with data that informs them on their policies and programs, the replacement efforts required, apprenticeship, Aboriginal people, women, temporary foreign worker, immigration strategies etc . . .
 - the education and training community with information to better target and plan their curriculum, classroom space, and investments in training infrastructure
 - the contractor community with information to better target their recruitment and retention strategies.





Sample data fields

- Age
- Gender
- Years of formal education (excluding trade school)
- Number of weeks working as a supervisor in each sector over last 12 months
- Number of weeks working in each type of work over last 12 months
- Trades with a C of Q or TQ
- Other certificates, diplomas, or degrees
- Safety training
- Other types of training
- Years worked in construction
- Affiliation (traditional craft union, alternative union, open shop, non-union)
- Provinces or territories worked in the past twelve (12) months





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Thank You

For more information contact:

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