



## **YOUNG CANADA WORKS AT BUILDING CAREERS IN HERITAGE (INTERNSHIPS)**

**2017 CALL FOR APPLICATIONS**

**Apply by March 15, 2017**

The Canadian Museums Association (CMA) is pleased to deliver the Young Canada Works (YCW) program offering summer jobs and internships, a shared initiative with the Department of Canadian Heritage. Two funding streams are offered at the CMA: YCW in Heritage Organizations (YCW-HO) and YCW at Building Careers in Heritage (YCW-BCH).

This call for applications is for YCW at Building Careers in Heritage (Internships).

### ***What is Young Canada Works?***

Young Canada Works (YCW), an initiative of the Department of Canadian Heritage, was created in 1996 to help young Canadians develop work skills and on-the-job experience.

YCW is part of the Government of Canada's Youth Employment Strategy, which is committed to helping young people – students and graduates – particularly those facing barriers to employment, get the information and gain the skills, experience and ability they need to enter Canada's workforce.

YCW at Building Careers in Heritage (YCW-BCH) is the stream of funding that allows museums and heritage organizations to create internship opportunities for Canadian youth who have graduated within the past 24 months.

### ***Which organizations can apply?***

The CMA's priority is to fund museums and related organizations in Canada. Canadian organizations that wish to apply for an international project proposal must coordinate their application with the host museum/organization abroad.

Employers must meet the YCW-BCH program eligibility criteria, as outlined in:

- [YCW Employer Guide](#)
- [YCW-BCH Eligibility Criteria for Employers](#)

### ***Who are the youth participants? How are youth participants selected?***

YCW-BCH internships are aimed at **post-secondary graduates** who have graduated within the past 24 months. Youth participants must meet the general YCW and specific YCW-BCH program eligibility criteria in:

- [YCW-BCH Eligibility for Graduates](#)

Approved employers are responsible for conducting their own recruitment.

Employers must recruit for approved positions through a fair and balanced selection process (i.e. open competitions and unbiased adjudication of eligible candidates), and respond to youth applicants in a timely manner.

### ***YCW-BCH Internship Requirements for this Call for Funding Applications***

- **Canadian Internships** must be scheduled for a minimum duration of 4 months.
- **International Internships** must be scheduled for a minimum duration of 6 months.
- All Internships must be scheduled within the Government of Canada's fiscal year (ending no later than March 31, 2018).
- Internships must offer 30 to 40 hours of work per week. Part-time employment is permitted for candidates with a disability.

### ***How will YCW-BCH employer applications be reviewed and selected?***

All positions will be evaluated by a peer review committee of museum professionals. Application selection is based on the program criteria established by the Department of Canadian Heritage:

- Selection Criteria for [YCW-BCH Canadian Conservation Science and Heritage Internships](#)
- Selection Criteria for [YCW-BCH International Internships](#)

Priority will be given to:

- Employers with a mandate related to cultural heritage
- Indigenous employers
- Employers hiring young Indigenous graduates
- Indigenous heritage projects
- Projects relating to Canadian history and/or the 150<sup>th</sup> anniversary of Confederation in 2017

### ***How much funding is available?***

YCW-BCH normally contributes between 25 and 50 percent of salary costs and may, as warranted, contribute up to 75 percent of salary costs. At least 80 percent of the YCW contribution is reserved for the intern's wages and allowances.

Maximum contributions are:

- \$10,000 per job in Canada
- \$12,000 for a Conservation Science job in Canada
- \$15,000 for an international position

\* Limit of \$50,000 per organization

### ***How to apply***

Submit an online application for 2017 at YCW's **new website** [young-canada-works.canada.ca](http://young-canada-works.canada.ca) before the deadline.

The CMA strongly suggests that all employer applicants start their 2017 applications well in advance to allow sufficient time to set up an account and submit their applications through the new system.

We also recommend that employers prepare and save the content of their application in a Word or text file prior to accessing the online application.

**For technical support with the new website, please call us at 613-567-0099.**

**Please note that previous applicants will be able to view prior applications and complete reports for the 2016 cycle on our old website [www.youngcanadaworks.ca](http://www.youngcanadaworks.ca) until April 2017.**

### ***Application Deadline***

Wednesday, March 15, 2017

### ***When will decisions be released?***

For this Call for Applications, the CMA is expecting decisions to be announced in late May 2017.

### ***Important resources***

- [CMA's website – for YCW employers section](#)
- [YCW Employer Guide](#)
- [YCW-BCH Eligibility Criteria for Employers](#)
- [YCW-BCH Eligibility for Graduates](#)
- Selection Criteria for [YCW-BCH Canadian Conservation Science and Heritage Internships](#)
- Selection Criteria for [YCW-BCH International Internships](#)
- CMA Blog post for [Building a Better BCH application](#).

### ***Questions?***

(613) 567-0099

[ycw@museums.ca](mailto:ycw@museums.ca)

This project has been made possible by the Government of Canada. Ce projet a été rendu possible grâce au gouvernement du Canada.

**Canada**