



Skills Development

If you are unemployed and need additional skills to help you find a full-time job, the Skills Development program can help. The program offers financial help to eligible individuals who need to learn additional basic to advanced skills to find work. It is one of seven Employment Benefits and Support Measures offered under the Canada–Nova Scotia Labour Market Development Agreement.

Eligibility Information

To be eligible, you must be unemployed and show that you need additional skills training to re-enter the job market. As well, you must meet one of the following conditions:

- have a current Employment Insurance (EI) claim
- have had an EI claim that ended within the last three years
- have started an EI claim for maternity or parental benefits within the past five years, then remained out of the job market to care for a newborn or newly adopted child, and now want to re-enter the labour force

You must have made a reasonable and extensive effort to search for a job for three months before applying for the Skills Development program. In most cases, people who have completed post-secondary training within the last five years are not eligible for the Skills Development program because they are deemed to have marketable skills and employment prospects.

Applying for Skills Development by an Individual

Before you can apply for the Skills Development program, you must first meet with an employment assistance service provider. They will assign a case manager to you. The case manager will then see if you qualify for the program and tell you about the various employment services you can access.

These services may include

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| <ul style="list-style-type: none"> • job market information • employment needs assessment • career planning • employment counselling • diagnostic assessment • job search skills | <ul style="list-style-type: none"> • job finding clubs • job placement services • help making a return-to-work action plan • case management • follow-up support |
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If you and the case manager find that you need additional skills to get a permanent job, this will be included in the employment assessment and return-to-work action plan. You can then apply to Employment Nova Scotia for the Skills Development program. Employment Nova Scotia will review your application along with your case manager's assessment and recommendations and your return-to-work action plan.

Please Note:

- Your application must be approved by Employment Nova Scotia before you begin your training.
- You are normally required to make a financial contribution toward the cost of your training when you participate in the Skills Development program.
- The date your fully completed application is received by Employment Nova Scotia will be considered the date that you have asked for help. This date determines whether you qualify within the timeframes outlined in the Eligibility Information section above. If an application is returned to you to have information clarified or added, it will not be considered fully completed until all of the required information is received.
- You may be eligible for financial assistance for living expenses. As well, you may potentially be eligible for financial assistance for dependent care, tuition, books, disability needs, transportation, and accommodation. If you are receiving regular EI benefits, you would be expected to use those benefits to help cover these expenses.
- Employment Nova Scotia's Skills Development agreements normally last for one year. Depending on Employment Nova Scotia's local business plan and your return-to-work action plan, an agreement can last anywhere from a couple of weeks to three years.

Skills Development Information

For program-specific information, including a list of employment assistance service providers, visit www.gov.ns.ca/employmentnovascotia/programs/skills-development.asp or call toll-free at 1 (877) 223-0888.

About Employment Nova Scotia

Employment Nova Scotia manages employment-related programming funded by the Canada–Nova Scotia Labour Market Development Agreement, the Canada–Nova Scotia Labour Market Agreement, and the Targeted Initiative for Older Workers.

