



# CAREER PROGRAMS

SCHOOL DISTRICT NO. 38 (RICHMOND)

**If you want to climb a mountain...**



**...it starts with your first step.**



@sd38careers

[careerprograms.sd38.bc.ca](http://careerprograms.sd38.bc.ca)

**RICHMOND**  
SCHOOL DISTRICT NO. 38

**Career Programs: A Future Without Limits**

# TAKE YOUR FIRST STEP TO A FUTURE IN TRADES

## Start Level 1/Foundation in 2024-2025

A partnership with the indicated post-secondary school and SkilledTradesBC (STBC).  
 Receive **FREE TUITION** with Richmond SD38! Earn **DUAL CREDITS** in each program!

# SKILLED TRADES<sup>BC</sup>



<b>PLUMBING</b> Semester 2 – held @ Palmer Secondary (UAPIC Satellite Campus)	
<p><b>Pre-requisites (by program start) and Attributes</b></p> <ul style="list-style-type: none"> <li>Any Math 11 AND a Language Arts 11; Physics 11 recommended Previous tech ed course(s) experience an asset (tools, measurement)</li> <li>Successful result on district math assessment</li> <li>Physically able (tight spaces, moving heavy equipment)</li> <li>Critical thinker</li> </ul> <p><b>You Will Learn How To</b></p> <ul style="list-style-type: none"> <li>read and interpret blueprints, drawings and project specifications</li> <li>install, repair and maintain plumbing fixtures and systems</li> <li>install specialized systems and apply electrical concepts</li> <li>select, measure, shape and join pipes (incl. use welding equipment)</li> <li>locate, prevent, repair and test pipes for leaks</li> </ul> <p><b>What You Will Earn</b></p> <ul style="list-style-type: none"> <li><u>STBC</u>: Certificate of Completion (Level 1 technical training) + 375 work-based training hours</li> <li><u>High School</u>: 16 credits (4 courses) at Grade 12 level</li> </ul>	  

<b>PROFESSIONAL COOK 1</b> Schedule TBD – held @ Richmond Secondary (VCC Satellite Campus)	
<p><b>Pre-requisites (by program start) and Attributes</b></p> <ul style="list-style-type: none"> <li>Any Math 11 AND a Language Arts 11</li> <li>Previous Culinary Arts or Home Ec. course(s) an asset</li> <li>Successful result on district math/English assessment</li> <li>Able to work in a fast-paced environment</li> <li>Can work alongside others and multi-task</li> </ul> <p><b>You Will Learn How To</b></p> <ul style="list-style-type: none"> <li>order, organize and store food safely</li> <li>prepare and cook with a wide variety of ingredients</li> <li>experiment with different flavours and cuisines</li> <li>create dishes and plan menus</li> <li>prepare food for all sorts of customers, occasions and events</li> </ul> <p><b>What You Will Earn</b></p> <ul style="list-style-type: none"> <li><u>STBC</u>: Certificate of Qualification (Level 1 technical training) + 300 work-based training hours</li> <li><u>High School</u>: 16 credits (4 courses) at Grade 12 level + <u>VCC</u> Credits (30)</li> </ul>	  



<b>AIRCRAFT MAINTENANCE ENGINEER</b> May start date - held @ BCIT (Richmond Aerospace Campus)	
<p><b>Pre-requisites (by program start) and Attributes</b></p> <ul style="list-style-type: none"> <li>Any Math 11 (min 60%) AND a Language Arts 11 (Gr 12 by program start – min 50%)</li> </ul> <p>Must have Physics 11 (SD38 requirement)</p> <ul style="list-style-type: none"> <li>Senior Tech Ed (ADST) course(s) strongly recommended</li> <li>Successful result on BCIT Mechanical Reasoning Test</li> <li>Critical thinking and an interest in mechanics/flight</li> </ul> <p><b>You Will Learn How To</b></p> <ul style="list-style-type: none"> <li>interpret technical manuals, drawings and blueprints</li> <li>disassemble and reassemble aircraft</li> <li>remove and replace defective aircraft parts</li> <li>inspect aircraft and test aircraft systems</li> <li>document an aircraft's maintenance history</li> </ul> <p><b>What You Will Earn (64 month program)</b></p> <ul style="list-style-type: none"> <li><u>STBC</u>: Aircraft Maintenance (AM) Technician Certificate of Apprenticeship (after 7200 work hrs and age 21, apply to Transport Canada for AM Engineer License)</li> <li><u>High School</u>: 16 credits (4 courses) at Grade 12 level + <u>BCIT</u> Credits (34 – Term 1)</li> </ul>	  

<b>ELECTRICIAN – COMMON CORE</b> Feb - July – held @ North Delta Secondary (BCIT Satellite Campus)	
<p><b>Pre-requisites (by program start) and Attributes</b></p> <ul style="list-style-type: none"> <li>Any Math 11 (min 60%) AND a Language Arts 11 (Gr 12 by program start – min 50%)</li> </ul> <p>Must have Physics 11 (SD38 requirement)</p> <ul style="list-style-type: none"> <li>Senior Tech Ed (ADST) course(s) required</li> <li>Successful result on District math/English assessment</li> <li>Critical thinking and an ability to troubleshoot</li> </ul> <p><b>You Will Learn How To</b></p> <ul style="list-style-type: none"> <li>interpret drawings, circuit diagrams and electrical code specifications</li> <li>pull wires through walls and floors</li> <li>splice, join and connect wires to fixtures</li> <li>install and repair electrical equipment</li> <li>test and repair faults in electrical systems</li> </ul> <p><b>What You Will Earn</b></p> <ul style="list-style-type: none"> <li><u>STBC</u>: Certificate of Completion (Level 1 technical training) + 350 work-based training hours</li> <li><u>High School</u>: 20 credits (5 courses) at Grade 12 level + <u>BCIT</u> Credits (36)</li> </ul>	  

## CARPENTRY – FRAMING & FORMING

Feb - July – held @ BCIT (Burnaby Campus)

### Pre-requisites (by program start) and Attributes

- Any Math 11 (min 60%) AND a Language Arts 11 (Gr 12 by program start – min 50%)
- Must have Physics 11 (SD38 requirement)
- Senior Tech Ed (ADST) course(s) required
- Successful result on District math/English assessment
- Critical thinking and an ability to troubleshoot

### You Will Learn How To

- read blueprints and follow building codes
- use construction hand and power tools
- measure, cut, shape, assemble and join materials on site
- build foundations, install floors, sub-flooring, walls and roofs
- install doors, stairs, moulding and hardware

### What You Will Earn

- **STBC:** Certificate of Completion (Level 1 technical training) + 450 work-based training hours
- **High School:** 20 credits (5 courses) at Grade 12 level + **BCIT Credits (46)**

BCIT



## AUTO COLLISION & REFINISHING TECH

Feb - Oct – held @ VCC (Broadway Campus)

### Pre-requisites (by program start) and Attributes

- Any Math 11 (min 60%) AND a Language Arts 11 (Gr 12 by program start – min 50%)
- Senior Tech Ed (ADST) course(s) required
- Successful result on District math/English assessment
- Having a driver's license is an asset (to move cars in/out of shop)
- Mechanical aptitude and good eyesight and colour vision

### You Will Learn How To

- review damage reports and estimates
- analyze and diagnose structural damage
- fix exterior damage and replace body components
- fix interior seats, carpets and floorboards
- inspect and test-drive vehicles for proper alignment/handling

### What You Will Earn

- **STBC:** Certificate of Completion (Level 1 technical training) + 625 work-based hours (Collision) + 450 work-based hours (Refinishing)
- **High School:** 32 credits (8 courses) at Grade 12 level + **VCC Credits (42)**

VANCOUVER  
COMMUNITY  
COLLEGE



## AUTOMOTIVE SERVICE TECHNICIAN

Feb - Sept – held @ BCIT (Burnaby Campus)

### Pre-requisites (by program start) and Attributes

- Any Math 11 (min 60%) AND a Language Arts 11 (Gr 12 by program start – min 50%)
- Physics 11 strongly recommended
- Senior Tech Ed (ADST) course(s) required
- Successful result on District math/English assessment
- Mechanical aptitude and an ability to troubleshoot

### You Will Learn How To

- inspect, diagnose and service cars and light trucks
- repair engines, vehicle suspensions, and steering, braking, and electrical systems
- use computerized diagnostic equipment and adjust components
- do general maintenance, wheel alignments, oil changes, tune-ups

### What You Will Earn

- **STBC:** Certificate of Completion (Level 1 technical training) + 450 work-based training hours
- **High School:** 28 credits (7 courses) at Grade 12 level + **BCIT Credits (60)**

BCIT



## WE ALSO OFFER THESE TRADES... DON'T SEE "YOURS" HERE? ASK US!

### Other Skilled Trades BC Trade Programs

#### Offered in Richmond SD38:

Baking and Pastry Arts @ VCC (MUST apply by February deadline)

- Cabinetmaker (Joiner) @ BCIT
- CNC Machinist @ BCIT (2-yr program)
- Heavy Duty Mechanic @ VCC
- Millwright @ KPU (Cloverdale)
- Metal Fabricator @ BCIT
- Painter and Decorator @ FTI
- Refrigeration Technician @ BCIT
- Sheet Metal @ BCIT
- Welder (@ School TBD)



**CLICK HERE TO VIEW  
MORE PROGRAMS ON OUR WEBSITE!**



# TAKE A STEP TO OTHER CAREERS...



## MANUFACTURING & ENGINEERING CO-OP Semester 2 (Students take this @Burnett Secondary)

### Pre-requisites (by program start) and Attributes

- taken in Grade 11 or 12 (return to home school next year/graduate from home school)
- previous tech ed (ADST) course work is an asset and C+ or higher in Mathematics 10/11
- creative, problem-solver who enjoys the design thinking process (Empathize, Define, Ideate, Prototype and Test)
- able to work independently and on a team to challenge assumptions, redefine problems and create innovative solutions to prototype and test

### Program Features

- learn concepts in machining, manufacturing, fabricating and engineering
- 90-100 hours volunteer work experience with local manufacturing/engineering firms
- significantly reduced fee to take industry certificate through NorthWest Skills Institute
- must have access to a computer (while taken at Burnett, some modules are on-line)

### What You Will Earn

- NorthWest Skills Institute: Industry-recognized Certificate (increasing employability)
- High School: 16 credits (4 elective courses) at Grade 11/12 level

## EARLY CHILDHOOD EDUCATION ASSISTANT All of July 2024 (Mon-Fri full days) (In Richmond)

### Pre-requisites (by program start) and Attributes

- ability to work both independently and in a group setting
- enjoy working with young children
- excellent attendance
- minimum of a C+ in Math 10; Math 11 preferred
- minimum of a C+ in English 10; English 11 or Comm 11 preferred
- registered in a Richmond SD38 and entering either grade 11 or 12 in September 2023

### Program Features

- a post-secondary program offered in partnership with Delta Continuing Education
- designed to enhance practical skills via one-day-a-week spent at a day care centre
- courses include: Health, Safety & Nutrition, Interpersonal Skills, Intro to ECE + more!
- upon successful completion of all summer course work, student is qualified to work in a day care centre

### What You Will Earn

- ECE Assistant Certificate (after making application with the BC ECE Registry)
- Credits earned with Delta Continuing Education that may be applied toward Basic ECE Certification (students may ladder into this upon high school graduation)
- High School: 8 credits (2 elective courses) at Grade 12 level

## RCMP YOUTH ACADEMY Summer 2024 (specific date TBD)

### Pre-requisites (by program start) and Attributes

- students entering Grade 11 or 12 in the next school year may apply (cost is only \$200)
- have an interest in policing and/or emergency services
- a willingness to take a risk, and push oneself to step out of your comfort zone
- be interested in living a healthy lifestyle, and to be physically fit (by program start)
- applicant success with interview and physical fitness test results
- be available for ALL FIVE DAYS plus graduation evening in summer (**cannot be working during program or attending summer school**)

### Program Features

- engage in a simulated RCMP training environment that involves role-playing the realities of policing in a condensed format over five full days
- receive instruction and lectures on law, social and communication skills, physical training, as well as some police tactics and other topics
- simulate the role of a police officer and observe role-playing, sharing their observations
- speak in front of groups while being evaluated by the instructional staff and their peers

### What You Will Earn

- career exploration experience to feature on your resume for post-secondary application
- an invaluable experience that teaches discipline, leadership, and teamwork

## HEALTH CARE ASSISTANT

Sept 2024 or May 2025  
(8-month program @VCC Broadway)

### Pre-requisites (by program start) and Attributes

- a genuine concern for the well-being of others and be very mature
- ability to perform activities requiring personal hygiene and grooming of clients
- be in excellent health, have good physical stamina and have no sensitivity to latex
- must have completed English 12 by start of program
- Standard First Aid including current CPR level C
- BC Foodsafe Level 1 certificate
- see VCC website for required/recommended immunizations

### Program Features

- provide care and assistance for clients with complex health care needs, including cognitive and/or mental health challenges
- interact with a healthcare team, while contributing to effective working relationships and achievement of goals
- use an informed problem-solving approach to provide care that promote the physical, psychological, social, cognitive and spiritual well-being of clients and families
- 30-week practical/theoretical skills + 2-week practicum in a health care facility
- Student pays program fees ~\$1100.00; Richmond SD38 covers cost of tuition ~\$3000.00

### What You Will Earn

- VCC: 38.5 credits and Health Care Assistant Certificate
- High School: 28 credits (7 elective courses) at Grade 12 level



## MEDICAL LAB ASSISTANT

Sept 2024 (8 month program @VCC Broadway)

### Pre-requisites (by program start) and Attributes

- ability to perform activities requiring use of fine motor skills
- able to work well in stressful situations
- excellent interpersonal and communication skills
- minimum of a "B" in English 12 and a minimum "C-" in Biology 12
- minimum word-processing speed of 40 wpm (VCC tests for this)
- see VCC website for required/recommended immunizations

### Program Features

- learn to collect, handle and process specimens for lab analysis
- perform cardiac monitoring tests and medical lab administrative functions
- learn effective interpersonal skills and how to use a range of medical equipment
- 20-week practical/theoretical skills + 4-week practicum in a medical laboratory
- Student pays program fees ~\$1500.00; Richmond SD38 covers cost of tuition ~\$2400.00

### What You Will Earn

- VCC: 24 credits and Medical Lab Assistant Certificate
- High School: 28 credits (7 elective courses) at Grade 12 level



## LinK38 (LEARNING in KWANTLEN) Semester 1 (take one tuition-free course via KPU Richmond)

### Pre-requisites (by program start) and Attributes

- only Grade 11 students entering Grade 12 in the next school year may apply
- applicant plans to attend a post-secondary school after Grade 12 graduation
- able to manage regular Grade 12 course load PLUS a post-secondary course
- have excellent work habits, time-management skills and attendance records
- able to work independently and on a team

### Program Features

- students take one course (from a list selected by SD38 Career Programs and KPU)
- course tuition is paid by Richmond SD38
- course selected MUST directly correspond to applicant's post-secondary career transition pathway (options limited to those listed in Link38 application)
- course is university transferable, however, students must confirm this with post-secondary they plan to attend upon graduation

### What You Will Earn

- KPU: Credit for success in KPU course taken + registered as a KPU student
- High School: 4 credits (1 elective course) at Grade 12 level

## KPU SCOTIABANK STRIVE COURSE

Semester 2 (take one tuition-free course via KPU Richmond)

### Pre-requisites (by program start) and Attributes

- students entering Grade 11 or 12 in the next school year may apply
- seeking applicants who may be from an underrepresented group, are in an alternate program and/or might otherwise not consider taking a post-secondary course
- no pre-requisites and no interview (submit application = accepted)
- applicants may be on a Dogwood or Evergreen track (may not yet be achieving all graduation requirements)
- a willingness to take a risk, and is able to work independently and on a team
- have access to a computer (support for this can be provided if necessary)

### Program Features

- students take a **pre-selected Faculty of Arts course**; all SD38 students are in same class
- KPU offers a safe, comfortable, and highly supportive learning environment with the aim of all students achieving success
- provides an equitable and inclusive learning environment, where students are encouraged and hopefully inspired to explore and achieve their potential
- offers multiple levels of support (literacy support, Learning Centre support, student mentor/class KPU ambassador and tutor if needed)

### What You Will Earn

- **KPU:** Credit for success in KPU course taken + registered as a KPU student
- **High School:** 4 credits (1 elective course) at Grade 12 level



## PALO ALTO CYBERSECURITY CO-OP (PACC)

Semester 2 – contact Richmond Virtual School to register

### Pre-requisites (by program start) and Attributes

- students entering Grade 10 or 11 in the next school year may register
- successful result on district math and reading assessment
- previous experience using an on-line learning platform an asset
- previous experience or coursework in computer systems and/or programming
- have access to a computer

### Program Features

- Become a certified cybersecurity entry level technician with Palo Alto by taking two courses (FOUR modules) plus a work experience (WEX) course (blended learning model):  
Level 1 Modules - cybersecurity foundation and network security  
Level 2 Modules - cloud security and security operations fundamentals
- Learn to install, configure, and manage firewalls and take steps for threat prevention
- Learn to manage anti-malware/spyware software and troubleshoot network issues to identify possible vulnerabilities
- Students apply their learning via a 90-100 volunteer work experience (WEX) placement
- Offers students the first step to a rewarding career in cybersecurity (certification below)

### What You Will Earn

- **Palo Alto:** Palo Alto Networks Certified Cybersecurity Entry-Level Technician (PCCET)
- **High School:** 12 credits (3 elective courses) at Grade 11/12 levels + Co-op Certificate

Click on the specific program tile for more information:



# Tuesday Due-Days!

All application due dates are on a TUESDAY.

**DUE = to Career Programs Office, NOT  
your counsellor**

Find specific program applications on the  
SD38 Career Programs website or  
see your counsellor.

Applications contain submission instructions.

**STRIVE** (for Jan 2024) – October 3, 2023

**RCMP Youth Academy** –  
December 5, 2023

**TRAIN in TRADES\*** (Due Date #1) –  
February 13, 2024

**ECE Assistant Program** –  
March 5, 2024

**Manufacturing & Engineering  
(MEC)** – March 12, 2024

**Health Care Assistant** – April 9, 2024

**Medical Lab Assistant** – April 9, 2024

**TRAIN in TRADES\*** (Due Date #2) –  
April 16, 2024

**LinK38 (KPU)** – May 14, 2024

**Cybersecurity** – register with  
RVS (runs semester 2)

## **\*For TRAIN IN TRADES:**

Baking Applications must be received by  
Due Date #1 – no exceptions.

If space remains after the two due dates,  
applications MAY be accepted (except baking).  
(First CHECK with Career Programs to confirm  
remaining seat availability.)

**OUR WEBSITE**

<https://careerprograms.sd38.bc.ca>



## BENEFITS OF DUAL CREDIT

- Students in a dual credit course or program will earn both:
  - College/university credits (registered as a post-secondary student while still in high school)
  - High school elective credits (counted as part of a student's GPA)
- Have post-secondary **tuition fee paid for by Richmond School District** (save ~\$500-4500)
- Students in a dual credit **Train in Trades** program:
  - are also registered with SkilledTradesBC
  - earn Level 1 technical training certificate of completion or qualification

## YOU ARE READY IF YOU HAVE ...



- a passion for the college-based dual credit course/program for which you are applying
- passing grades in Language Arts, Mathematics and for some programs, Physics 11
- a good attendance/tardiness record (there will be time to show improvement with this)
- previous or current senior course work related to the program for which you are applying
- strong English language skills to communicate and interpret information and technical language
- a readiness to start college curriculum while still in high school
- an ability and willingness to commute to the post-secondary school (some programs start at 7:30am)
- not yet graduated



## EARN HIGH SCHOOL CREDITS FOR WORKING IN A TRADE

- if you are working (paid) in ANY recognized trade, contact our office to start earning hours toward your Level 1 credential (students are registered as apprentices with SkilledTradesBC)
- PLUS earn up to 16 high school elective credits to support your graduation requirements
- may qualify for a \$1000 BC Ministry (ECC) award
- students between ages 15-19 may participate
- contact our office today ([careerprograms@sd38.bc.ca](mailto:careerprograms@sd38.bc.ca))
- read more by accessing the QR codes:



SKILLEDTRADESBC



SD38 WORK

## CONTACT CAREER PROGRAMS

- **EMAIL:** [careerprograms@sd38.bc.ca](mailto:careerprograms@sd38.bc.ca)
- **CALL:** 604-668-6000 ext 3766
- **OFFICE LOCATION:** Learning Services – Cambie Secondary School

## OUR STAFF

- **Grace Imperial-Prasad** (*Administrative Assistant*)  
(Works Mondays, and Tuesday/Wednesday mornings)
- **Terri Lockhart** (*Coordinator – Career Programs*)
- **Peter Thackwray** (*Facilitator – Career Programs*)

## TO ACCESS MORE INFORMATION:

- View the Career Programs website (<https://careerprograms.sd38.bc.ca>)
- Check the Career Programs display board (in/near your school's counselling area)
- Inquire with your school Counsellor or Career Information Advisor

## 2023-2024 INFORMATION SESSIONS – SAVE THE DATES!

**For all sessions below, a Zoom link will be emailed to Gr 10/11 students/parents. The link will also be posted on each high school's Career Programs display board (in/near counselling centre).**

### **After School Q & A Drop-In Sessions (On-line from 3:00-4:00pm)**

- Held on 1<sup>st</sup>/3<sup>rd</sup> Thursday from November – March (exceptions are Winter/Spring Breaks)
- We will answer questions about any of our program offerings
- Students and Parents/Guardians are all welcome

### **Secondary Parents Information Evening (On-line from 6:30-7:30pm)**

- CHOOSE one of: Tuesday, November 28<sup>th</sup>, 2023 OR Wednesday, January 31<sup>st</sup>, 2024 (repeat)
- **Learn about our dual-credit and other programs/courses (Train and Work in Trades focus):**
  - Dual credits earned (high school and post-secondary)
  - Free tuition
  - Apprenticeship certification opportunities and more
  - Hear from industry guest speakers

### **Early Childhood Education Assistant Certificate Program (On-line from 6:30-7:30pm)**

- Held the evening of Wednesday, January 17<sup>th</sup>, 2024
- Learn about the certification earned
- Hear from the post-secondary ECE Program Coordinator

### **Manufacturing & Engineering Co-Op Program (On-line from 6:30-7:30pm)**

- Held the evening of Thursday, February 8<sup>th</sup>, 2024
- Learn about the courses students take, credits earned and optional industry certification with NorthWest Skills Institute
- Hear from the program instructor

## SD38 Career Programs Office

c/o Cambie Secondary School, 4151 Jacombs Road,  
Richmond, BC V6V 1N7

