

## Alberta Apprenticeship and Industry Training Board Frequently Asked Questions

### How does the Alberta Apprenticeship and Industry Training Board fit into Alberta's apprenticeship training system?

The Alberta Apprenticeship and Industry Training Board (board) was established by the Government of Alberta to work with industry partners to set standards and requirements for training and certification in the designated trades and occupations. The board also makes recommendations to the Minister of Advanced Education regarding the designation of trades and occupations, as well as the needs of Alberta's labour market for skilled tradespeople.

### Who participates on the Apprenticeship and Industry Training Board?

The board is comprised of 13 members appointed by the Lieutenant Governor in Council. Members are knowledgeable about training in the trades and occupations, as well as the needs of Alberta's skilled tradespeople.

In addition to the board chair, eight members equally represent employers and employees in the designated trades and four members equally represent employers and employees in the non-trade occupations. Members also represent the balance between large and small businesses, trades and occupations, and various industry sectors and geographical locations.

### What are some responsibilities of the board chair?

The board chair is the leader of the board and ensures the board provides good advice to the Minister of Advanced Education regarding all aspects of the apprenticeship and industry training system. The board chair also ensures the board carries out its mandate under the *Apprenticeship and Industry Training Act*, the *Alberta Public Agencies Governance Act* and all regulations, policies and guidelines.

### What are some responsibilities of board members?

Board members have a critical role in ensuring the board carries out its important work.

To be effective a board member is expected to commit sufficient time to attend several board meetings per year, plus an equal number of board standing committee meetings. There are also industry functions and/or committee meetings that a board member may be asked to attend to represent the board.

### Are board members compensated for their time and/or travel costs?

Board member positions have no salary, however, honoraria and travel expenses are paid for meetings attended, based on Alberta Government regulations and guidelines.

### How can I participate on the Apprenticeship and Industry Training Board?

Board members are appointed for a three-year term and may be re-appointed for an additional term of up to three years. Board member selection is based on knowledge and skills, while maintaining a balanced representation of the diversity of the apprenticeship and industry training system, to the greatest degree possible.

Board member candidates should have leadership experience, an understanding of Board structure and governance processes, significant experience with training and certification in the trades and occupations, and experience in relevant industry organizations.

Potential board members should also have experience either employing apprentices (employer representatives) or working beside apprentices (employee representatives).