

Date: 2021-11-24

Subject: Youth Hires at City of Brampton: Internships, Co-op and Summer Students

Contact: **Cynthia Ogbarmey-Tetteh, Acting Director Human Resources**

Report Number: Corporate Support Services-2021-1205

Recommendations:

That the report from Cynthia Ogbarmey-Tetteh, Acting Director Human Resources to Committee of Council on November 24, 2021, re: Youth Hires at the City of Brampton: Internships, Co-op and Summer Students be received.

Overview:

- This report is in response to the following motion at the October 27, 2021 Committee of Council meeting:

That staff be requested to report to the next Committee of Council meeting on Internship and Co-op Programs at the City, particularly with regard to those position holders who reside within and outside of Brampton and whether such opportunities may be limited to Brampton residents, how the positions were advertised, and selection criteria applied, and potential means for hiring to reflect the diverse communities of Brampton.

Background:

The City's *Recruiting and Retaining Top Talent Policy* and *Recruitment Managed by Department Standard Operating Procedures* (SOP) establishes the requirements and procedures for Recruitment led by departments for all part-time, temporary, student, apprentice, and co-operative education positions outside the Recruit Requisition Form and without direct Human Resources assistance.

Current Situation:

Recruitment of co-operative education students, students and interns is decentralized across the City.

Student/Youth Opportunities

Youth opportunities are posted on the City of Brampton website and other media platforms such as LinkedIn and Indeed. Hiring Managers from each of the operating departments follow the Recruitment Managed by Department SOP when filling these opportunities. As per Appendix 1, 1843 youth have been employed throughout the City in 2021 of which 82.7% are Brampton residents.

Co-operative education: Hiring Managers post co-op opportunities on the City of Brampton website or may choose to work directly with a particular educational institution based on program specialty to recruit and select co-op students within a particular area of focus specific to the role. Appendix 1 highlights the number of youths employed at the City over a 3-year period. The City has partnerships with Ryerson University, Mohawk College, University of Toronto, Waterloo University and Sheridan College based on specialized programs.

Summer Students: In recent years, the City has also partnered with the Region of Peel to hire summer students in other areas outside of Community Services and Parks. The City will continue to leverage the Region of Peel Summer Job Challenge program across the organization and increase Brampton's participation rate in this extraordinarily successful program. The City also participates in the Government of Canada Summer Jobs program, which provides funding for not-for-profit organizations, public sector employers to create summer jobs for students between the ages of 15 and 29. In 2021, the City received approval for 126 positions.

Articling Program: In 2020, the City's legislative Services launched the City's first Articling Program with recruitment happening on an annual basis to provide the unique opportunity to gain legal experience on a rotational basis, exposure to hands on practical experience and training opportunities. The City has hired 3 articling students since the launch of the program in 2020. Educational requirements are Bachelor of Laws or Juris Doctor from a Canadian accredited law school.

Internships: The City has a partnership established with Career Edge to provide paid internships to recent graduates, graduates with disabilities and internally qualified professionals. The City recently partnered with the University of Toronto Mississauga campus for students in the (SOC480 Internship in Sociology and Criminology) course pairing qualified senior undergraduate students with community partners in an 8-month (September to April) 200-hour unpaid internship. Throughout this internship opportunity,

students work together with organizations to conduct research, complete organizational tasks, and support organizational mandates.

Next Steps:

Student internships and co-op placements often require niche expertise and bring specialized skillset to help build the City of Brampton. As Brampton does not have a university within its city limits, imposing a Brampton residency requirement would unnecessarily exclude qualified candidates who are studying in university programs specific to the job postings.

The implementation of a residency requirement for City internships and co-op placements is contrary to the City commitment to attracting and retaining the most qualified applicants as referenced in its Recruiting and Retaining Top Talent Policy. It may also expose the City to complaints about unfair hiring practices if the residence requirement is not able to be effectively screened and enforced.

The City can increase access to these opportunities for Brampton youth by implementing the following strategies:

- Human Resources will continue to work with Operating Departments to encourage opportunities to be advertised to Brampton educational facilities, community centres and on the City of Brampton website where possible.
- Continue Outreach initiatives with a focus on local high schools and post-secondary institutions within the community.

While implementing these strategies, it is critical to ensure that we continue to maintain the integrity of the competitive recruitment process that aligns with our corporate policies. The recruitment process within the City will continue to strive for acquiring candidates with competencies, skills, education and work experience that is aligned with the requirements for each role.

Corporate Implications:**Financial Implications:**

Youth jobs are budgeted for on an annual basis as part of the budget process. Wage subsidies and other assistance programs are available both from the Provincial and Federal government to assist with offsetting the costs.

Term of Council Priorities:

This initiative is in line with our commitment to being a 'Well-Run City'.

Conclusion:

The City is committed to ensure a fair and transparent recruitment processes aligned with corporate policies while increasing outreach and awareness as it relates to employment opportunities to the residents of Brampton.

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Attachments: