



BCAMTA
British Columbia Aboriginal
Mine Training Association

Become a BC AMTA Candidate

What happens next?

Once you have scheduled your appointment, there are a few things to think about.

Please be prepared to share some personal information with our Program Coordinator.

Here is a step-by-step description of the BC AMTA Intake Process:

- 1. Schedule an appointment** with a BC AMTA Program Coordinator.
- 2. Intake Interview:** The Program Coordinator will ask a number of questions to complete the General Application during your first interview.
- 3. Required Documents:** Several personal documents **MUST** be attached to your application. Please bring these items to your first interview:
 - Current resume
 - 3 Cover Letter Addressed to Partner mines
 - First Nations Status Card
 - Copies of Certificates/Credentials
 - Transcripts
 - Driver's license
 - Driver's abstract
- 4. Individual skills assessment:** ALL CANDIDATES entering the BC AMTA program will take the Test of Workplace Essential Skills (TOWES). Results of the TOWES are very personal and will help determine the next steps for each candidate.
- 5. Coaching services:** candidates will be introduced to coaches and instructors who will assist in building a personalized training plan.
- 6. BC AMTA training process:** Each candidate will have their own unique training plan however they will generally fall into the following categories:
 - **Tier 1:** this category includes essential skills upgrading, resume development, pre-training, interview preparation
 - **Tier 2:** this category includes occupational training and programs geared toward specific jobs
 - **Tier 3:** this category includes trades training and apprenticeships
- 7. Job search:** Once candidates are ready for formal application, interview and selection processes, BC AMTA staff will assist with identifying opportunities.
- 8. On-going Coaching:** BC AMTA services don't stop after a candidate lands a job! BC AMTA coaches and advisors will continue providing support to candidates and employers after successful job placement.