

Offcuts



WMC CFB
Wood Manufacturing Council
Conseil des fabricants de bois

MESSAGE FROM THE PRESIDENT



I wanted to take this opportunity to thank all the volunteers from the sector who are contributing time and expertise towards our current projects and to those who have supported the development of and the on-going operation of our programs and services.

Having had the opportunity to sit in on several project steering committee meetings in the past month, I was struck by the interest, the passion and commitment that people are bringing to the table. Be it company presidents' from Atlantic Canada, association executives from the west, or wood processing instructors from across the country – the WMC reflects a national effort, from all varieties of stakeholders, and all sizes of manufacturers. We are always very appreciative of the information, support and suggestions we get from suppliers to the industry, who contribute significantly to the WMC and all the organizations in our sector

Our Sector Council has provided the Advanced Wood Products Processing Sector with a unique opportunity to study the labour market and to qualify and quantify the HR and skills challenges we face. The WMC acts as a forum that allows employers, employees, the education community and other interested parties, like governments and associations, to come together to address those challenges.

It provides an opportunity for expertise and creativity to be brought to these critical questions, and I believe we have collectively developed some pretty exciting and useful solutions, which are now available to our sector firms.

Those who have taken advantage of these products and services have been complimentary of their value. We are working to make certain that more and more firms are aware of these products and how to take advantage of them.

So thanks - to all those who have participated and contributed to helping our important industries face these important challenges.

Richard Lipman

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GROOMING YOUR OWN WORKFORCE WoodLINKS Sponsorship

Where will your company be in 3, 5, or 7 years? Will you have the skilled workers vital for growth?

Active participation in our WoodLINKS program demonstrates industry's ability to groom their own workforce.

WoodLINKS vision is to develop the future generation of certified entry-level skilled graduates for the advanced wood manufacturing industry and for related post-secondary education programs.

At the heart of WoodLINKS is the partnership between education and industry. Industry needs well trained entry level workers; students need solid career choices. Industry can provide the "real world" application of what is taught in the classroom.

Become a Sponsor Today!

SPONSOR BENEFITS:

- **Manufacturers** – Increase profits and lower employee turnover by capturing a skilled workforce.
- **Suppliers** – Increase sales and industry awareness. Become "branded" with students who will enter the workforce and have influence in purchasing decisions.
- **Associations** – Position yourselves as industry leaders. Gain recognition as advocates for education within the community.

No matter if you are a small operation with 3-5 employees or a larger company with 100 + employees, there are many ways that you can support WoodLINKS schools.

Email stephen@wmc-cfb.ca to see how you can get involved.

MANAGING YOUR WORKFORCE VHRD (Virtual HR Department)

WMC has some exciting programs and services, with one in particular quickly gaining ground as one of our most popular tools.

Our Virtual HR Department is our way of helping you to manage your operations effectively, efficiently and most importantly, in a way that is cost effective.

What if you are a small company vs. an existing HR department? Then just download the portions you need. The VHRD contains 8 distinct sections:

- Training & Development
- Employment Policies
- Managing Performance
- Reward & Recognition
- Recruitment & Selection
- Compensation & Benefits
- Additional Tools & Info
- Resources & Links

Need a health and safety form? How about an interview template to help you find a good fit for your company? What about a cost of hire calculator? It's all here. To access the VHRD, send us an email and we'll send you an activation code to instantly get you started.

The following is an interview with Laurelyn Nielsen, HR Director from Bogdon & Gross Furniture Company Ltd., based in Walkerton Ontario, on how her company is using VHRD to their advantage:

WMC: When did you start using VHRD?

Laurelyn: We started using VHRD about two and a half years ago.

How did you find out about it?

I attended WMC's Annual Awards Ceremony and I thought it was interesting. I then saw it again in one of the newsletters.

How many employees does Bogdon & Gross Furniture Company Ltd. have?

We have 80 employees.

What stood out about VHRD at the event and in the newsletter?

The fact that it was free was appealing. Today you can spend excessive amounts of money to gain access to HR resources.

Did you find the process to access the tool fast and easy?

Yes, my next step was to contact WMC to get a pass code and then I was able to access the entire tool.

How did VHRD help you?

It was a great springboard to help give us a starting point, and it was easy to select the policies and forms and then modify them to fit our own company.

What parts did you find most valuable?

I relied on the Health and Safety manual a lot. The attendance, rewards and recognition, interview guides and compensation benefits were very useful. I also applied many of the policy and procedure forms regarding housekeeping, smoking, vacation, etc.

What would you tell other companies about VHRD?

I would want them to know that they can easily access Government of Canada, provincial documents and other resource information through this tool, in addition to its other useful features.

What companies do you think would benefit from VHRD?

Laurelyn: Any small to medium sized company would find this useful. It will also help new and growing business who are creating and/or changing HR policies.

Thank you Laurelyn for your time and insight.

Thank you ●

SPECIAL THANKS TO OUR WOODLINKS SPONSORS

The WMC would like to thank all of those suppliers who have offered complimentary materials or generous discounts to our WoodLINKS program. You play an active role in helping students to gain the necessary skills for an exciting career in wood.

Our sincere thanks go out to the following sponsors:

Wood

UCS Forest Group

Tools

Busy Bee Tools

BC Saw and Tool

Leitz Tooling System Canada

Black & Decker

Software

Microvellum

Planit (Canada)

Shop Stationary Machinery

General

SCM Group

RazorGage

Taurus Craco

Hardware

Häfele Canada

Richelieu Hardware

BLUM Canada

Finishes & Finishing Equipment

Sherwin Williams

Excel Industrial

Eurotech Spray Products

Global Finishing Solutions

Abrasives and Adhesives

SIA Canada

Franklin International

Eurotech Spray Products

Contact us if you wish to become a sponsor ●

RECRUIT AND MINIMIZE EMPLOYEE TURNOVER – PLAR

Here at the WMC, we are always working to deliver new programs and services. At the same time, we are consistently reviewing and analyzing our existing tools to enhance their capabilities and present up-to-date information and recognition.

The Prior Learning Assessment Tool (PLAR) is a great example of how we are delivering cutting-edge resources for the wood manufacturing industry.

UNDERSTANDING PLAR

- An HR tool to help find the best match between individuals and available positions
- Assesses and evaluates the knowledge, skills and abilities of a potential employee
- Helps an employer determine both capability and suitability of a job candidate
- Matches potential employees with appropriate positions and workplaces
- Helps employers find value in a potential employee's work and life experiences that can build and develop skills outside of formal training

BENEFITS OF PLAR

- Identifies employees from non-traditional sources to fill labour shortages

- Assesses the appropriateness of a potential employee's training and skills, whether these were obtained in another country or in another industry
- Saves time and money by helping employers hire successfully – the right person for the right position
- Increases operational efficiencies by eliminating duplication of training by evaluating and identifying the value of an individual's training from other places, sources and experiences
- Aids potential employees to recognize the value of a career in the Advanced Wood Products sector - by demonstrating how their skills and capabilities can be transferred to this sector from other careers and experiences

WMC's PLAR assessment tools are currently being pilot tested with a selected group of wood manufacturing companies across Canada. The final version of the PLAR tool will be made available through an online software program and in paper copy for those who do not have on-line capability.

Email jackie@wmc-cfb.ca to keep updated on this program or any other WMC initiative. ●

WMC & THE INTERNET

Here are a number of exciting ways you can use the internet to keep up with what's new at WMC:

Facebook

Visit and "like" our Facebook page. Let's build our wood manufacturing community together.

- Stay current with our news and events
- View WMC activity photos
- Connect with other Wood Manufacturing experts to share information and ideas
- Learn about, and sign up for our workshops before they fill up
- Excellent opportunity to network and keep up with what others in the industry are doing

Twitter

- Follow us on twitter to see where/when WMC events are taking place
- Learn about interesting industry statistics
- Immediate notification of new jobs on our Careers In Wood site

WMC Blog

Read about interesting articles about news, current events, and happenings in the wood manufacturing industry.

You can find links to the above social media on our website: www.wmc-cfb.ca ●



WMC's Skills Project Steering Committee meeting in Toronto



LABOUR MARKET INFORMATION AND HR TOOLS

In today's challenging market, when we are facing critical human resources issues, WMC is committed to supporting industry's HR needs.

We have currently embarked on a new project that will focus on:

- Research and consultation in the area of worker retention;
- Documentation of potential use of technology supported training;
- Enhancement & expansion of WMC human resources tools;
- Strengthening the WMC Wood Employee Readiness Pre-Employment Program (WERC).

The expected principal outcomes of this project are:

- Increase industry productivity as a result of the use of the tools to assist in workplace-based training and facilitating worker retention in the industry;

- Improve recruitment, training, career development and retention of skilled workers;
- Increase participation of firms in human resources initiatives to promote training, education and skills development of workers, as well as effective recruitment from both traditional and non-traditional sources of labour;
- Increase industry productivity with pre-employment (WERC) training, developing workers ready to engage in the industry;
- Improve recruitment, training and career development of equity and target groups.

The completed and updated labour market intelligence and human resources tools will be validated with representatives of industry, education, government and other organizations ●

Receiving Your Newsletter

WMC is committed to green initiatives and in order to reduce our paper consumption and carbon footprint, we are now offering you the option of receiving your newsletters by email.

If you would prefer this method, please contact: jackie@wmc-cfb.ca and write "email subscription" in the subject line.



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Online Training Courses for the Wood Products Industry

Management Skills Training

A complete set of short, affordable training courses designed to give participants management and supervisory skills relevant to the value-added industry.

The 8 web based modules cover these topics:

- Quality Management & Control
- Safety & Human Resources Management
- Business Finance & Investment Evaluation
- Sales & Marketing
- Production Planning
- New Product Development
- Factory Layout & Equipment Justification
- Supply Chain Management

Register Now!

For more information visit us at : www.cawp.ubc.ca/management or call Jason at: 1-866-822-2297 (604-822-0082 local Vancouver number)

POST JOBS FOR FREE CAREERS IN WOOD

Few things are free so when you see something that is...take advantage!

You can access our job board and post your available positions...for free in 3 easy steps.

1. Visit www.careersinwood.ca and click on the Job Posting tab. A drop box will appear, prompting you to choose post a job.
2. You will then be asked to register.
3. Fill out the easy to use form to provide the details of your job requirement.

Once you are on the site, have a look around. This multi-purpose site was built to help employers and job seekers connect, while also providing wood manufacturing career information.