



Guidelines

Department of Health and Wellness (DHW)

The Equity Youth Health Experience Program (EYHEP) is an initiative of the Equity and Engagement Division of the Department of Health and Wellness (DHW) to recruit and hire youth interns from Indigenous and equity communities across Nova Scotia. This program targets youth who have completed grade 11, 12 or first-year post-secondary¹.

Hired interns benefit from paid work experience, health and community insights, reaffirmation of career interests, mentorship, training, and skill development. In addition to their learning, the perspectives of Indigenous youth, racialized youth, 2SLGBTQIA+ youth, youth with disabilities, and youth from all diverse backgrounds will inform some aspects of their work, ultimately benefiting their communities.

Program Objectives

- Providing youth from Indigenous and equity communities with early exposure and work experience to health-related careers.
- Supporting eligible organizations to have more capacity and impact in their work by providing funding for an intern to work on health-related initiatives.
- Responding to a community-identified need for experience and training pathways to health-related careers for youth from Indigenous and equity communities.
- Laying the groundwork for more diverse health workforce within the Nova Scotia healthcare system by removing barriers to education, work experience and recruitment.
- Facilitating **EDIRA** and **AR/AO** elements found in the [Health Equity Framework](#) and achieving the goals in Nova Scotia's Action for Health Plan in transforming and improving our health system.

EDIRA stands for Equity, Diversity, Inclusion, Reconciliation and Accessibility
AR/AO stands for Anti-Racism and Anti-Oppression

¹ Exceptions can be made for students in second-year post secondary and onwards based on the context and need of the role.

Who can apply:

- Non-profit society or non-profit co-operative with health-related initiatives, registered with the Nova Scotia Registry of Joint Stock Companies.
- Indigenous organizations
- Health associations and regulators
- Post-secondary institutions and health research bodies
- Health services organizations i.e. clinics, bodies under NSH or IWK

Entities that are NOT eligible for this program include:

- Organizations located outside of Nova Scotia
- Businesses and sole proprietorships
- Individuals
- Non-profits and community organizations that are not registered with Nova Scotia Registry of Joint Stock Companies

Requirements:

- Organization has community health initiatives or priorities that could use support from an intern.
- Commitment to hiring an Indigenous or equity student that has completed grade 11, 12 or first-year post-secondary. This student must be living in Nova Scotia.
- Physical space at your location where the student can work. While hybrid opportunities are welcomed, fully remote opportunities are not applicable at this time.
- Necessary work equipment (e.g. computer, internet access, safety materials, etc)
- A manager or supervisor with the capacity to interview, on-board, train, mentor, check-in, provide feedback and off-board interns.
- Student to be hired full time over an 8-week period (320 hours) OR part-time such that the 320 hours are used over a mutually-agreed period of time beyond 8 weeks.
- All 320 hours of work must be completed between May 1st, 2024 and March 31st 2025.
- Organization has a payroll system that can pay the intern and remittances to Revenue Canada, which are then reimbursed by DHW to the organization.

Funding Amount

Department of Health and Wellness provides:

- Re-imbusement of salary and Mandatory Employment Related Costs (MERCs) specifically for the hired intern for a **maximum total of 320 working hours**.
- Additionally, the organization will be given fringe benefits of ~ 5.81% to be used towards the intern's employment costs i.e. worker's compensation insurance, equipment/technology costs, and accessibility needs.

These 320 working hours can be full-time or part-time and will be paid out in accordance with *Government Student Pay Plan 2024*. If an organization would like to pay the student more than DHW's stipulated hourly wage, they are welcome to pay the difference between DHW's hourly wage and their desired hourly rate:

Student Pay

The following table contains the updated rates for **Student Pay Plans for 2024**:

2024	Academic Level	Step 1	Step 2	Step 3	Step 4	Step 5
	High School	\$15.42	\$16.20	\$17.02		
	College	\$17.86	\$18.76	\$19.70		
	University Undergraduate	\$19.70	\$20.69	\$21.72	\$22.80	\$23.95
	Graduate	\$25.14	\$26.40	\$27.72	\$29.11	

Guiding Principles for Student Pay

1. Each student's rate of pay is established on initial appointment or reappointment based on the student's current academic level.
2. Typically, the number of years of relevant study at an academic level determines placement on the appropriate step. Students are placed in the level for the year of study most recently completed.

High School	College	Undergraduate	Graduate
Grade 10 = Step 1 Grade 11 = Step 2 Grade 12 = Step 3	Year 1 = Step 1 Year 2 = Step 2 Year 3 = Step 3	Year 1 = Step 1 Year 2 = Step 2 Year 3 = Step 3 Year 4 = Step 4	Masters Year 1 = Step 1 Year 2 = Step 2 Doctorate Year 1 = Step 1 Year 2 = Step 2

Example Scenarios	Applicable NS Pay Plan	
	Academic Level	Step
Currently completing or has completed year one of study towards a bachelor's degree with no previous, relevant experience (work placement may be part of the co-op program)	University Undergraduate	Step 1
Currently completing or has completed year two of study towards a bachelor's degree, has some relevant experience (work placement may be part of a co-op program)	University Undergraduate	Step 2
Completed high school and attending university in the fall	High School	Step 3

Ineligible funding activities

Any costs that are not related to the internship wages are not applicable to this program and will not be reimbursed by Department of Health and Wellness.

Start and End Date

The internship opportunity can start anywhere from May 1, 2024 for a total of 320 hours that can be allocated either full-time or part-time. All internship opportunities must be concluded by March 31, 2025.

Deadline

Applications will be accepted on an ongoing basis from opening date of April 1, 2024 until all spots are filled.

Application Procedure

- Application submissions must include the completed application form, job description and work plan as detailed in the application.
- Completed application forms must be signed, preferably by the organization's lead and dated. Incomplete applications will be considered ineligible.
- Applicants should read, understand, and intend to comply with the contribution agreement. Approved applicants will then be required to sign the contribution agreement.
- Applicants are welcome to reach out to the Program Officer to discuss their proposed activity and the requirements for application.
- Submit full application package by e-mail to health.equity@novascotia.ca

Application available online at:

<https://novascotia.ca/dhw/equity-youth-health-experience-program/eyhep-program-application.pdf>

After Application

Once your application has been received, you will receive a confirmation e-mail from our team. Thereafter a selection panel will review all applications and you will be advised on the status of your application after 3-5 weeks.

Further Inquiries

For more information, questions, or concerns, contact:

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