

Alberta Ministry of Labour

2017 Alberta Wage and Salary Survey

The Alberta Wage and Salary Survey is undertaken by the Alberta Ministry of Labour to provide current wage rates and skill shortage information on various occupations in Alberta, and in specific industries and Economic Regions. This labour market information helps Alberta employers to fine tune their compensation and recruitment strategies, helps individuals make career and education choices, and aids the provincial government in developing effective policies and providing services.

Educational Services Industry Summary Report

SURVEY RESULTS

The survey was completed with 251 employers in the Educational Services industry sector who provided information on over 38,849 employees in various occupational classifications¹. Survey data were collected between February and July 2017. Alberta Wage and Salary Survey results by Four-Digit National Occupational Classification (NOC) for all of Alberta, by industry group, and by geographic area can be found at www.alis.alberta.ca/wageinfo

WAGES FOR SELECTED OCCUPATIONS

The following table illustrates the wage survey results associated with some common occupations within this industry². The tables below present results for three-digit NOC minor groups and for four-digit NOCs.

EDUCATIONAL SERVICES INDUSTRY Selected Occupations (NOC)	Employers Reporting (n)	# of Employees	Data Reliability Code	Avg. Hours Worked per Week	Avg. Starting Pay	Avg. Top Pay	Overall Average Pay for All Employees
Common Business, Managerial, Administrative, and Clerical Occupations							
001 Legislators and senior management	49	110	B	37.9	\$61.09	\$75.20	\$70.07
0014 Senior managers - health, education, social and community services and membership organizations	45	104	B	37.5	\$62.01	\$76.58	\$71.24
011 Administrative services managers	50	180	A	35.9	\$47.56	\$60.20	\$55.40
0111 Financial managers	40	94	B	36.2	\$46.24	\$57.40	\$53.12
0112 Human resources managers	21	43	B	36.2	\$53.14	\$66.60	\$61.51
0114 Other administrative services managers	13	36	C	35	\$42.49	\$58.33	\$52.53

¹ The estimated sample error at the establishment level for overall results for this industry is estimated to be $\pm 5.2\%$ at a 95% confidence level (i.e., 19 times out of 20) taking into account the sample design effect associated with over/under sampling and data weighting.

² Occupations were selected as the top occupations in terms of number of employees as per Statistics Canada 2011 National Household Survey data for this industry and supplemented by other occupations frequently reported by industry employers. Only occupations with a minimum number of reportable observations were selected. Some occupations common to this industry may not be listed if sufficient reliable data were not available.

EDUCATIONAL SERVICES INDUSTRY Selected Occupations (NOC)	Employers Reporting (n)	# of Employees	Data Reliability Code	Avg. Hours Worked per Week	Avg. Starting Pay	Avg. Top Pay	Overall Average Pay for All Employees
012 Managers in financial and business services	17	69	C	35.5	\$43.16	\$58.74	\$51.07
0124 Advertising, marketing and public relations managers	14	41	C	34.8	\$42.13	\$58.13	\$49.96
021 Managers in engineering architecture science and information systems	18	64	C	35.4	\$45.00	\$59.18	\$53.75
0213 Computer and information systems managers	18	58	C	35.2	\$45.94	\$60.05	\$54.80
042 Managers in education and social and community services	120	1,513	A	38.5	\$48.40	\$59.81	\$54.44
0421 Administrators - post-secondary education and vocational training	53	386	B	35.7	\$39.80	\$54.96	\$48.29
0422 School principals and administrators of elementary and secondary education	54	1,069	B	39.6	\$52.61	\$62.80	\$57.96
0423 Managers in social, community and correctional services	31	58	B	38.7	\$30.89	\$39.47	\$35.42
051 Managers in art culture recreation and sport	27	54	B	35	\$32.83	\$43.03	\$38.15
0513 Recreation, sports and fitness program and service directors	20	41	B	34.9	\$31.94	\$41.44	\$36.46
071 Managers in construction and facility operation and maintenance	26	54	B	36.9	\$38.64	\$49.36	\$45.32
0714 Facility operation and maintenance managers	26	50	B	37	\$37.38	\$48.09	\$44.16
111 Auditors accountants and investment professionals	35	127	A	33.8	\$36.02	\$48.05	\$43.64
1111 Financial auditors and accountants	32	81	A	33	\$37.82	\$47.80	\$43.48
112 Human resources and business service professionals	43	292	A	34.2	\$34.74	\$45.04	\$40.32
1121 Human resources professionals	25	89	B	35.5	\$36.93	\$48.44	\$43.26
1123 Professional occupations in advertising, marketing and public relations	35	158	B	33	\$33.13	\$42.31	\$37.73
121 Administrative services supervisors	17	47	B	36.7	\$30.48	\$39.31	\$35.89
1212 Supervisors, finance and insurance office workers	10	20	B	35.7	\$35.62	\$44.88	\$41.18
122 Administrative and regulatory occupations	83	623	A	32.7	\$26.77	\$38.77	\$32.38
1221 Administrative officers	65	417	B	31.5	\$24.93	\$38.00	\$30.45
1222 Executive assistants	31	105	A	36.2	\$31.48	\$41.54	\$37.47
124 Office administrative assistants - General legal and medical	80	1591	B	34.5	\$21.10	\$28.96	\$25.50

EDUCATIONAL SERVICES INDUSTRY Selected Occupations (NOC)	Employers Reporting (n)	# of Employees	Data Reliability Code	Avg. Hours Worked per Week	Avg. Starting Pay	Avg. Top Pay	Overall Average Pay for All Employees
1241 Administrative assistants	80	1,591	B	34.5	\$21.10	\$28.96	\$25.50
131 Finance insurance and related business administrative occupations	16	27	C	31.2	\$21.34	\$36.21	\$28.95
1311 Accounting technicians and bookkeepers	16	27	C	31.2	\$21.34	\$36.21	\$28.95
141 General office workers	79	702	B	31.7	\$18.82	\$25.88	\$22.67
1411 General office support workers	48	536	B	31.8	\$18.93	\$26.60	\$23.21
1414 Receptionists	41	152	B	31.2	\$17.87	\$22.75	\$20.28
143 Financial insurance and related administrative support workers	61	357	A	34.9	\$26.04	\$33.92	\$29.69
1431 Accounting and related clerks	55	289	B	34.7	\$25.37	\$33.26	\$28.90
1432 Payroll clerks	29	68	B	36	\$29.00	\$36.88	\$33.24
145 Library correspondence and other clerks	23	146	B	29.7	\$19.42	\$25.32	\$22.41
1451 Library assistants and clerks	20	114	B	27.8	\$18.01	\$24.40	\$21.22
152 Supply chain logistics tracking and scheduling co-ordination occupations	12	54	C	35.3	\$25.67	\$32.66	\$30.02
Common Professional, Technical, Skilled, and Labour Occupations							
217 Computer and information systems professionals	28	254	B	35.8	\$36.27	\$49.98	\$45.08
2171 Information systems analysts and consultants	22	159	B	35.8	\$36.81	\$49.60	\$45.74
226 Other technical inspectors and regulatory officers	10	34	B	36.7	\$32.97	\$43.82	\$39.08
228 Technical occupations in computer and information systems	38	383	A	36.1	\$29.64	\$39.57	\$35.11
2281 Computer network technicians	26	175	B	36.5	\$29.06	\$38.23	\$34.61
2282 User support technicians	23	169	B	35.4	\$28.35	\$38.71	\$33.86
314 Therapy and assessment professionals	20	180	B	35.2	\$39.25	\$54.39	\$45.09
3141 Audiologists and speech-language pathologists	15	123	B	36.6	\$38.46	\$54.75	\$43.90
3143 Occupational therapists	11	47	C	32.2	\$42.40	\$56.13	\$49.48
401 University professors and post-secondary assistants	16	1,967	C	27.2	\$32.67	\$114.80	\$56.14
4012 Post-secondary teaching and research assistants	11	225	C	23.8	\$22.85	\$31.76	\$28.30
402 College and other vocational instructors	61	2,354	B	31.5	\$30.31	\$47.76	\$41.69
4021 College and other vocational instructors	61	2,354	B	31.5	\$30.31	\$47.76	\$41.69
403 Secondary and elementary school teachers and educational counsellors	88	13974	B	38.3	\$27.37	\$48.39	\$39.20

EDUCATIONAL SERVICES INDUSTRY Selected Occupations (NOC)	Employers Reporting (n)	# of Employees	Data Reliability Code	Avg. Hours Worked per Week	Avg. Starting Pay	Avg. Top Pay	Overall Average Pay for All Employees
4031 Secondary school teachers	48	6,784	B	38.5	\$27.43	\$46.40	\$37.80
4032 Elementary school and kindergarten teachers	53	6,669	B	38.4	\$27.30	\$51.19	\$41.11
4033 Educational counsellors	48	521	B	35.9	\$27.32	\$39.56	\$33.90
415 Social and community service professionals	33	235	B	35.8	\$30.86	\$44.18	\$37.48
4151 Psychologists	17	112	B	35	\$39.30	\$55.87	\$46.89
4156 Employment counsellors	12	63	B	35.6	\$23.07	\$28.04	\$25.47
416 Policy and program researchers consultants and officers	45	601	B	34.1	\$31.37	\$50.79	\$40.13
4166 Education policy researchers, consultants and program officers	40	534	B	34.1	\$32.27	\$52.65	\$41.43
421 Paraprofessional occupations in legal social community and education services	85	1,345	B	32.5	\$21.79	\$32.36	\$26.68
4212 Social and community service workers	34	387	B	32	\$21.49	\$32.28	\$25.61
4214 Early childhood educators and assistants	37	593	B	34.6	\$17.68	\$23.10	\$20.85
4216 Other instructors	23	190	C	24	\$25.78	\$41.74	\$34.31
441 Home care providers and educational support occupations	60	6,943	A	29	\$18.28	\$26.23	\$22.24
4413 Elementary and secondary school teacher assistants	59	6,820	A	29.3	\$18.26	\$26.32	\$22.28
511 Librarians archivists conservators and curators	23	308	C	31.6	\$20.12	\$30.19	\$25.95
5111 Librarians	23	307	C	31.6	\$20.12	\$30.17	\$25.96
513 Creative and performing artists	11	143	C	12.8	\$22.41	\$38.92	\$31.63
521 Technical occupations in libraries public archives museums and art galleries	19	165	C	31.1	\$22.34	\$29.54	\$26.07
5211 Library and public archive technicians	19	165	C	31.1	\$22.34	\$29.54	\$26.07
525 Athletes coaches referees and related occupations	36	726	B	21.3	\$16.08	\$26.09	\$19.56
5252 Coaches	25	608	B	21	\$14.32	\$24.36	\$17.61
5254 Program leaders and instructors in recreation, sport and fitness	13	118	C	23.2	\$29.31	\$39.14	\$34.15
631 Service supervisors	18	143	B	38.5	\$25.54	\$30.26	\$28.82
6315 Cleaning supervisors	14	117	B	39	\$24.31	\$28.57	\$27.50
632 Chefs and cooks	16	36	C	31.1	\$18.83	\$24.30	\$21.77
6322 Cooks	13	32	B	30.9	\$18.18	\$23.62	\$20.98

EDUCATIONAL SERVICES INDUSTRY Selected Occupations (NOC)	Employers Reporting (n)	# of Employees	Data Reliability Code	Avg. Hours Worked per Week	Avg. Starting Pay	Avg. Top Pay	Overall Average Pay for All Employees
655 Customer and information services representatives	10	73	B	27.6	\$27.34	\$35.49	\$31.20
6552 Other customer and information services representatives	10	73	B	27.6	\$27.34	\$35.49	\$31.22
671 Food counter attendants kitchen helpers and related support occupations	11	95	B	25.9	\$18.16	\$22.67	\$20.11
6711 Food counter attendants, kitchen helpers and related support occupations	11	95	B	25.9	\$18.16	\$22.67	\$20.11
673 Cleaners	63	1,335	A	37.3	\$20.74	\$26.39	\$23.72
6733 Janitors, caretakers and building superintendents	63	1,134	A	36.8	\$20.86	\$26.70	\$23.87
724 Electrical trades and electrical power line and telecommunications workers	15	33	C	38.5	\$30.66	\$37.92	\$35.45
7241 Electricians (except industrial and power system)	14	30	C	38.8	\$31.41	\$37.90	\$35.36
725 Plumbers pipefitters and gas fitters	12	23	C	39	\$33.90	\$37.48	\$36.91
7251 Plumbers	12	23	C	39	\$33.90	\$37.48	\$36.91
727 Carpenters and cabinetmakers	11	43	C	40	\$27.94	\$31.79	\$30.05
7271 Carpenters	11	41	C	40	\$27.71	\$31.74	\$29.91
751 Motor vehicle and transit drivers	16	568	C	19.5	\$18.72	\$24.91	\$21.18
7512 Bus drivers, subway operators and other transit operators	15	565	C	19.5	\$18.73	\$24.94	\$21.20
861 Harvesting landscaping and natural resources labourers	11	51	B	35.1	\$19.21	\$23.31	\$21.63
8612 Landscaping and grounds maintenance labourers	11	51	B	35.1	\$19.21	\$23.31	\$21.63

“n” in the above table represents the number of employers who indicated at least one employee in an occupation. For example, 11 employers combined reported wages for 51 Landscaping and grounds maintenance labourers- (NOC 8612).

Averages are calculated using data weighted by establishment to account for survey non-response (stratified by region, industry group and employer size) and by number of employees reported.

“n/a” indicates that results have been suppressed due to missing data for some employers or due to calculation anomalies.

Data Reliability Codes are based on coefficient of variation as an indicator of general reliability: “A”: coefficient of variation of less than or equal to $\pm 6.00\%$, “B”: from $\pm 6.01\%$ to $\pm 15.00\%$, “C”: from $\pm 15.01\%$ to $\pm 33.00\%$, “D”: more than $\pm 33.01\%$.

JOB VACANCIES & HIRING DIFFICULTIES – SELECTED OCCUPATIONS

The following table illustrates the job vacancy survey results associated with some common occupations within the Educational Services industry as cited by survey respondents and confirmed through review of the data³.

EDUCATIONAL SERVICES INDUSTRY Selected Occupations (NOC)	Employers Reporting (n)	% of Employers that Hired for this Occupation within the Last 2 Years	% of Employers Experiencing Hiring Difficulties (out of those hiring)	% of Employers with Vacancies of Greater than 4 Months	Job Vacancy Rate
Common Business, Managerial, Administrative, and Clerical Occupations					
001 Legislators and senior management	47-48	18%	19%	0%	n/a
0014 Senior managers - health, education, social and community services and membership organizations	43-44	19%	19%	0%	n/a
011 Administrative services managers	46-47	18%	12%	0%	n/a
0111 Financial managers	36-37	13%	29%	0%	n/a
0112 Human resources managers	20-21	22%	n/a	0%	n/a
0114 Other administrative services managers	10-11	17%	n/a	0%	n/a
012 Managers in financial and business services	15	7%	n/a	3%	2.0%
0124 Advertising, marketing and public relations managers	11	4%	n/a	0%	n/a
021 Managers in engineering architecture science and information systems	15	6%	n/a	0%	n/a
0213 Computer and information systems managers	15	4%	n/a	0%	n/a
042 Managers in education and social and community services	117	35%	10%	4%	n/a
0421 Administrators - post-secondary education and vocational training	50-51	34%	8%	5%	1.7%
0422 School principals and administrators of elementary and secondary education	52-53	36%	10%	3%	n/a
0423 Managers in social, community and correctional services	29-30	32%	18%	5%	5.7%
051 Managers in art culture recreation and sport	25	20%	n/a	0%	n/a
0513 Recreation, sports and fitness program and service directors	19	25%	n/a	0%	0.0%
071 Managers in construction and facility operation and maintenance	23-25	11%	n/a	0%	n/a

³ In reviewing the survey results presented in the table below, it is important to note that some of the largest employers in this industry sector that provided information on wage rates were unable to provide information on whether they had recruited for the position within the last two years, whether they had experienced hiring difficulties, or whether they currently had open vacancies. For this reason, caution should be undertaken when interpreting the figures presented herewith: The survey results on these questions may be more indicative of smaller to medium sized employers in the Educational Services sector than of the sector as a whole.

EDUCATIONAL SERVICES INDUSTRY Selected Occupations (NOC)	Employers Reporting (n)	% of Employers that Hired for this Occupation within the Last 2 Years	% of Employers Experiencing Hiring Difficulties (out of those hiring)	% of Employers with Vacancies of Greater than 4 Months	Job Vacancy Rate
0714 Facility operation and maintenance managers	23-25	12%	n/a	0%	n/a
111 Auditors accountants and investment professionals	32-34	34%	14%	2%	1.1%
1111 Financial auditors and accountants	30-32	32%	9%	2%	1.4%
112 Human resources and business service professionals	41-43	38%	13%	5%	2.6%
1121 Human resources professionals	23-24	36%	31%	8%	4.7%
1123 Professional occupations in advertising, marketing and public relations	31-33	38%	5%	3%	1.9%
121 Administrative services supervisors	14-15	35%	n/a	0%	n/a
1212 Supervisors, finance and insurance office workers	7-8	29%	n/a	0%	n/a
122 Administrative and regulatory occupations	80	35%	7%	2%	n/a
1221 Administrative officers	63-64	40%	5%	3%	n/a
1222 Executive assistants	26-27	26%	19%	0%	n/a
124 Office administrative assistants - General legal and medical	76-77	50%	8%	1%	n/a
1241 Administrative assistants	76-77	50%	8%	1%	n/a
131 Finance insurance and related business administrative occupations	15-16	12%	n/a	0%	n/a
1311 Accounting technicians and bookkeepers	15-16	12%	n/a	0%	n/a
141 General office workers	75-77	47%	5%	0%	n/a
1411 General office support workers	45-47	37%	0%	0%	n/a
1414 Receptionists	38-39	62%	6%	0%	n/a
143 Financial insurance and related administrative support workers	57-58	27%	3%	0%	n/a
1431 Accounting and related clerks	50-52	28%	5%	0%	0.0%
1432 Payroll clerks	25	24%	0%	0%	n/a
145 Library correspondence and other clerks	19-21	44%	0%	0%	n/a
1451 Library assistants and clerks	16-17	34%	0%	0%	n/a
152 Supply chain logistics tracking and scheduling co-ordination occupations	9	33%	0%	0%	n/a

EDUCATIONAL SERVICES INDUSTRY Selected Occupations (NOC)	Employers Reporting (n)	% of Employers that Hired for this Occupation within the Last 2 Years	% of Employers Experiencing Hiring Difficulties (out of those hiring)	% of Employers with Vacancies of Greater than 4 Months	Job Vacancy Rate
Common Professional, Technical, Skilled, and Labour Occupations					
217 Computer and information systems professionals	25-26	35%	25%	5%	1.4%
2171 Information systems analysts and consultants	19-20	34%	22%	3%	n/a
226 Other technical inspectors and regulatory officers	8	38%	n/a	0%	n/a
228 Technical occupations in computer and information systems	36-37	36%	7%	1%	n/a
2281 Computer network technicians	23-24	27%	8%	0%	n/a
2282 User support technicians	21-22	44%	8%	3%	n/a
314 Therapy and assessment professionals	17-19	69%	15%	3%	n/a
3141 Audiologists and speech-language pathologists	14	70%	22%	5%	0.7%
3143 Occupational therapists	10-11	66%	10%	0%	n/a
401 University professors and post-secondary assistants	14-15	56%	0%	7%	n/a
4012 Post-secondary teaching and research assistants	9-10	65%	0%	0%	n/a
402 College and other vocational instructors	58	61%	26%	17%	1.1%
4021 College and other vocational instructors	58	61%	26%	17%	1.1%
403 Secondary and elementary school teachers and educational counsellors	85-86	69%	11%	5%	n/a
4031 Secondary school teachers	47-48	78%	8%	4%	0.1%
4032 Elementary school and kindergarten teachers	51-52	72%	15%	6%	n/a
4033 Educational counsellors	45-46	57%	10%	4%	n/a
415 Social and community service professionals	32-33	44%	17%	2%	n/a
4151 Psychologists	17	42%	9%	4%	0.8%
4156 Employment counsellors	11-12	64%	12%	0%	0.0%
416 Policy and program researchers consultants and officers	42-43	39%	8%	2%	n/a
4166 Education policy researchers, consultants and program officers	37-38	44%	9%	2%	n/a
421 Paraprofessional occupations in legal social community and education services	80-83	55%	27%	6%	1.4%
4212 Social and community service workers	32-33	72%	23%	7%	1.8%

EDUCATIONAL SERVICES INDUSTRY Selected Occupations (NOC)	Employers Reporting (n)	% of Employers that Hired for this Occupation within the Last 2 Years	% of Employers Experiencing Hiring Difficulties (out of those hiring)	% of Employers with Vacancies of Greater than 4 Months	Job Vacancy Rate
4214 Early childhood educators and assistants	35-36	41%	20%	6%	1.4%
4216 Other instructors	21-22	58%	57%	8%	2.1%
441 Home care providers and educational support occupations	55-57	68%	10%	0%	0.0%
4413 Elementary and secondary school teacher assistants	55-57	67%	8%	0%	0.0%
511 Librarians archivists conservators and curators	19	42%	0%	4%	0.8%
5111 Librarians	19	42%	0%	4%	0.8%
513 Creative and performing artists	9	72%	36%	13%	1.2%
521 Technical occupations in libraries public archives museums and art galleries	15-16	33%	0%	0%	n/a
5211 Library and public archive technicians	15-16	33%	0%	0%	n/a
525 Athletes coaches referees and related occupations	34-35	48%	64%	8%	1.3%
5252 Coaches	24-25	46%	69%	9%	1.2%
5254 Program leaders and instructors in recreation, sport and fitness	11-12	55%	n/a	7%	1.9%
631 Service supervisors	17-18	27%	0%	4%	1.6%
6315 Cleaning supervisors	13-14	31%	0%	5%	1.7%
632 Chefs and cooks	14	58%	33%	0%	n/a
6322 Cooks	12	52%	43%	0%	0.0%
655 Customer and information services representatives	8-9	60%	n/a	0%	n/a
6552 Other customer and information services representatives	8-9	60%	n/a	0%	n/a
671 Food counter attendants kitchen helpers and related support occupations	10	33%	n/a	0%	n/a
6711 Food counter attendants, kitchen helpers and related support occupations	10	33%	n/a	0%	n/a
673 Cleaners	58-59	49%	6%	2%	n/a
6733 Janitors, caretakers and building superintendents	58-59	49%	6%	2%	n/a
724 Electrical trades and electrical power line and telecommunications workers	12-14	19%	n/a	0%	n/a
7241 Electricians (except industrial and power system)	12-14	19%	n/a	0%	n/a
725 Plumbers pipefitters and gas fitters	10-11	17%	n/a	0%	n/a

EDUCATIONAL SERVICES INDUSTRY Selected Occupations (NOC)	Employers Reporting (n)	% of Employers that Hired for this Occupation within the Last 2 Years	% of Employers Experiencing Hiring Difficulties (out of those hiring)	% of Employers with Vacancies of Greater than 4 Months	Job Vacancy Rate
7251 Plumbers	10-11	17%	n/a	0%	n/a
727 Carpenters and cabinetmakers	10-11	0%	n/a	8%	3.6%
7271 Carpenters	10-11	0%	n/a	9%	3.8%
751 Motor vehicle and transit drivers	12-14	62%	27%	6%	0.2%
7512 Bus drivers, subway operators and other transit operators	11-13	64%	20%	7%	0.2%
861 Harvesting landscaping and natural resources labourers	8-9	67%	29%	0%	n/a
8612 Landscaping and grounds maintenance labourers	8-9	67%	29%	0%	n/a

“n” in the above table represents the range of the number of employers who indicated at least one employee in an occupation and responded to individual questions about hiring difficulties and vacancies (not all employers responded to all questions).

“n/a” indicates that results have been suppressed due to missing data for some employers.

Statistics on hiring activity, hiring difficulties, and employers reporting vacancies were calculated based on *the number of employers responding* for each question, weighted by establishment for survey non-response (stratified by region, industry group and employer size).

Job Vacancy Rate for vacancies that had been unfilled for 4 months or more calculated as: $\text{Sum of Unfilled Vacancies} / (\text{Sum of Current Employees} + \text{Sum of Unfilled Vacancies})$, with data weighted by establishment for survey non-response (stratified by industry group and employer size).

Industry Definition as per North American Industry Classification System (NAICS)

Educational Services (NAICS 61)

This sector comprises establishments primarily engaged in providing instruction and training in a wide variety of subjects. This instruction and training is provided by specialized establishments, such as schools, colleges, universities and training centres. These establishments may be privately owned and operated, either for profit or not, or they may be publicly owned and operated. They may also offer food and accommodation services to their students.

Educational services are usually delivered by teachers who explain, tell, demonstrate, supervise and direct self-learning.

Instruction is imparted in diverse settings, such as educational institutions, the workplace or the home (through correspondence, television or other means). The lessons can be adapted to the particular needs of the students, for example sign language can replace verbal language for teaching students with hearing impairments. All industries in the sector share this commonality of process, namely, labour inputs of teachers with the requisite subject matter expertise and teaching ability.

Research conducted for the Alberta Ministry of Labour by R.A. Malatest & Associates Ltd.