



## ★ OFFICIAL PROGRAM STANDARDS NOTIFICATION ★

**Issued: December 16, 2011**

**Program: All Programs**

**To:** ITA Training Providers  
Industry Training Organizations  
All School Districts

**RE:** REF: 2011 027  
NEW PROGRAM PROFILE FORMAT

**Timing:** Effective immediately

**Information:** In 2011 ITA introduced a new layout for Program Profiles. An example of the new Profile format and description of the new features is attached.

### **Highlights**

- Apprenticeship, Challenge and Foundation pathways for an occupation are now combined in a single document.
- Profiles contain a graphic summary of how to achieve certification in each pathway (referred to as a Credentialing Model).
- Information presented in easy-to-read, consistent format across all programs.
- Ambiguity eliminated on technical training and work-based training credit received across programs, where applicable.

### **Implementation Plan**

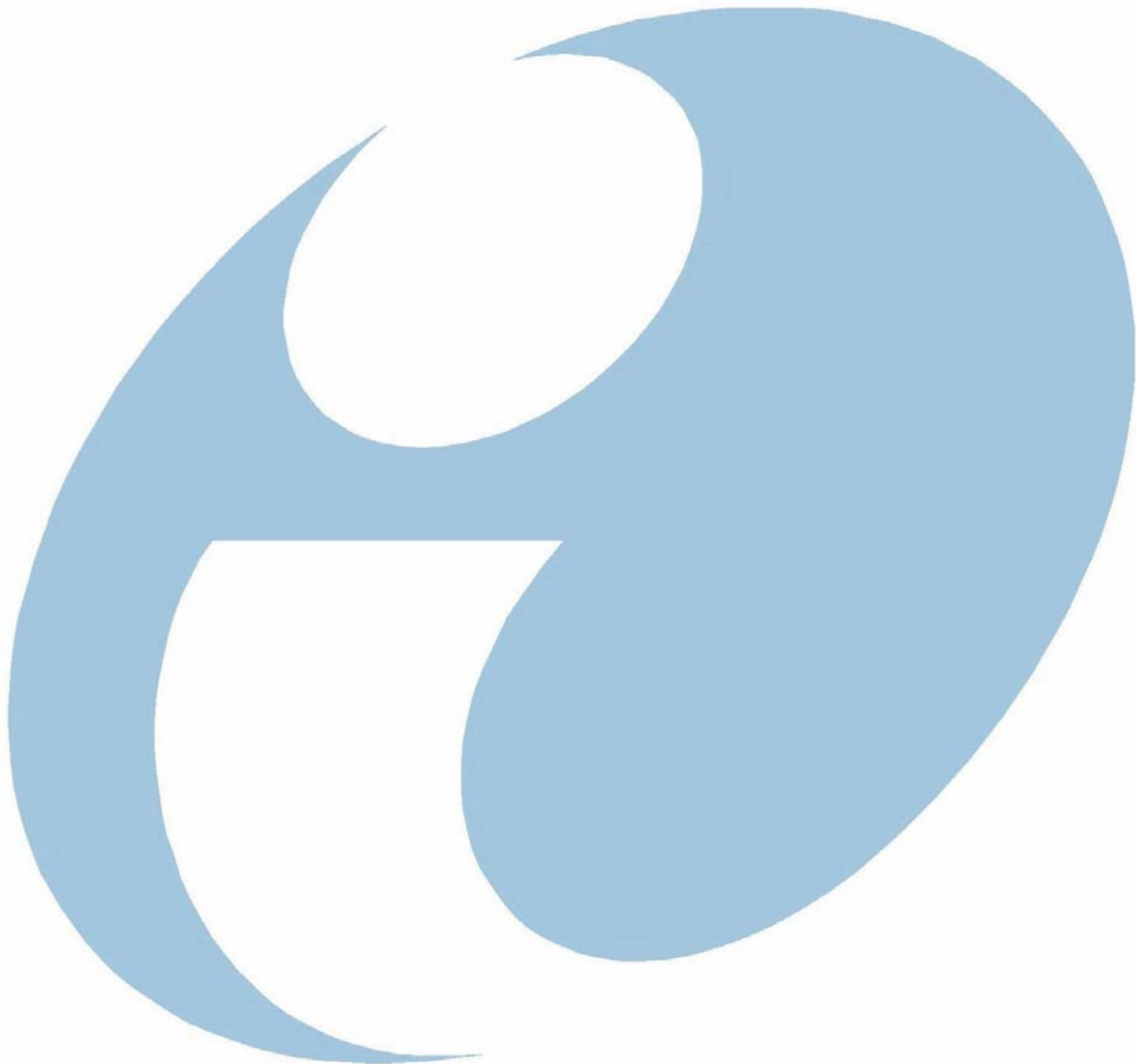
Revised Profiles were posted in December 2011 for **Baker, Hairstylist, Cremationist and Tidal Angling Guide**.

Throughout 2012, ITA will replace existing Program Profiles with updated versions. If the update contains a change to a Program Standard, an OPSN will be issued. If there is no change, new Profiles will be uploaded to the ITA Website without announcement. Links to both the old and new Profiles will remain on the Program webpage for 60 days, and then the old Profiles will be removed.

Once all Program Profiles with Foundation programs have been updated, the Foundation web pages will be removed from the ITA website. Until then, the Profile links on those pages will display the new Profiles as they become available.

**For more information contact:** Ruth McGillivray, QA Manager  
Industry Training Authority  
Tel: 778-785-2432  
Email: [rmcgillivray@itabc.ca](mailto:rmcgillivray@itabc.ca)

**cc:** ITA Staff





*Red Seal logo displayed for nationally recognized programs*

## **BAKER**

### **Occupation Description**

“*Baker*” means a person who is responsible for the preparation and production of all baked foods. Bakers prepare bread, rolls, muffins, pies, pastries, cakes and cookies in retail and wholesale bakeries and dining establishments.

### **Pathways to Certification**

*Outlines the various pathways to certification available for the program*

In BC, an individual can become certified as a Baker by completing the Baker program or by challenging the certification. Apprenticeship programs are for individuals who have an employer to sponsor them and challenge programs are for individuals who have extensive experience working in the occupation and wish to challenge the certification.

Youth can begin apprenticeship in high school through ACE IT or Secondary School Apprenticeship (SSA) programs.

Foundation programs, where available, provide adults and youth who do not have work experience nor employer sponsorship with an opportunity to gain the knowledge and skills needed to enter the occupation. Individuals who wish to enroll in a Foundation program must register directly with the training provider.

### **Recommended and/or Required Education**

The following education is **recommended** for apprentices entering this occupation. These are not prerequisites, but rather a desired level of skill or knowledge that will contribute to success in the industry.

- Grade 10 or equivalent including English 10, Mathematics 10 and Science 10
- Preferred: Grade 12

*Education or certification recommended (not required) prior to entering program*

The following education is **required** prior to enrolment in the technical training for this occupation. It will be verified by the training provider upon enrolment.

- FOODSAFE Level 1 certificate

*Education or certification required prior to technical training enrolment*

### **ITA Registration**

*Instructions on how to register with ITA for all available pathways*

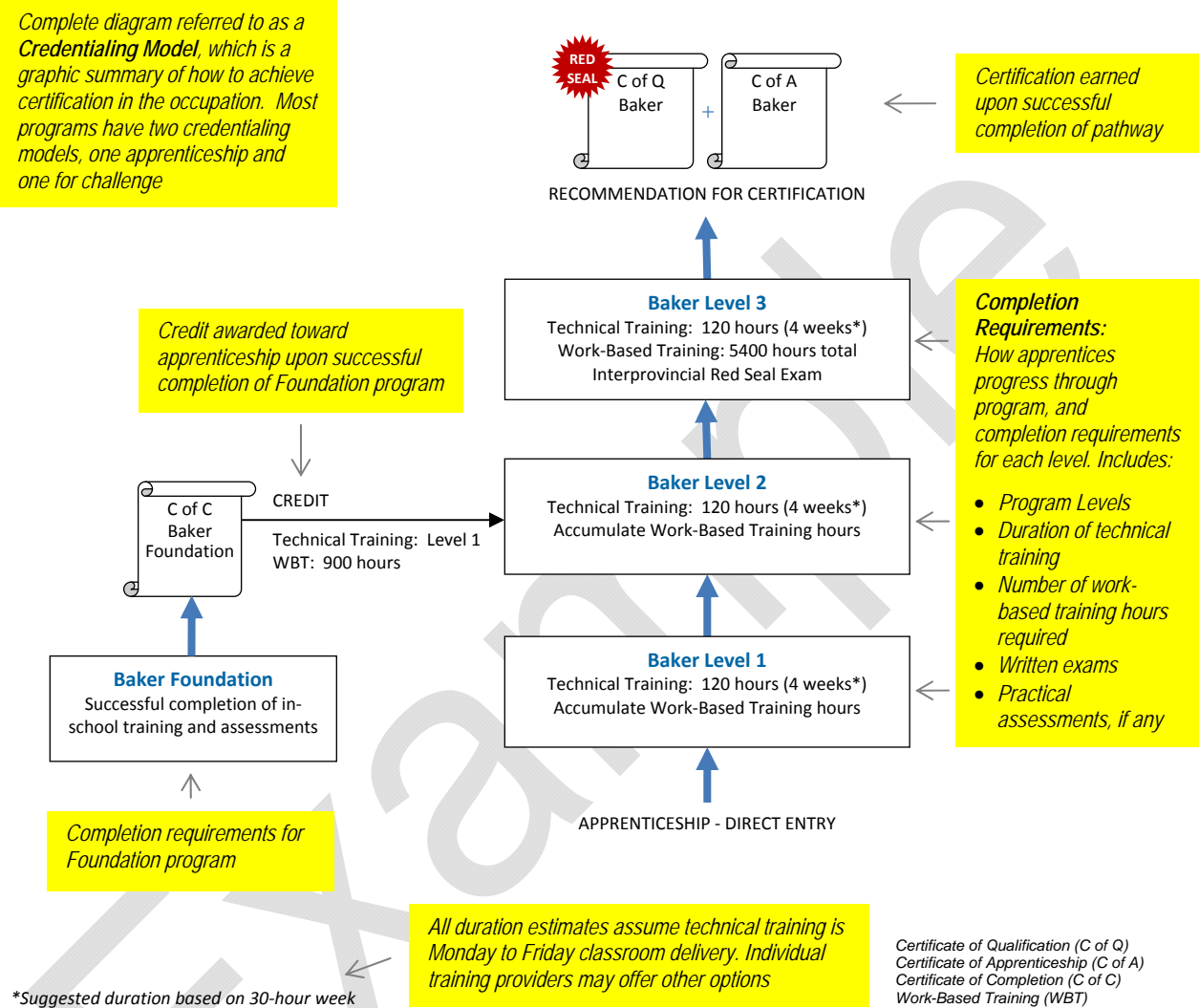
Individuals who wish to begin an apprenticeship in this program must register with ITA along with their sponsors. Application forms are available from the ITA website.

Those who wish to challenge the Baker certification must complete the Baker Challenge Package and submit it to ITA. Challenge applications are assessed for proof of workplace hours and scope of experience prior to acceptance of the individual into the Challenge pathway.



### Apprenticeship Pathway

This graphic provides an overview of the Baker apprenticeship pathway.



**CROSS-PROGRAM CREDITS**

Individuals who hold the credentials below are entitled to receive partial credit toward the completion requirements of this program

- None

*If credit for prior learning is granted by ITA toward the program, the certification(s) recognized and technical training and/or work-based training hours credit given are listed here*



*Common format for presenting apprenticeship program standards*

**Apprenticeship Program Standards**

**Credentials Awarded**

- Baker – Certificate of Qualification with Red Seal endorsement
- Baker – Certificate of Apprenticeship

**ITA Registration Prerequisites**

- Signed agreement from employer to sponsor the apprentice (Sponsor)

**Completion Requirements** Certification as a Baker is awarded upon successful completion of:

*Completion requirements for the apprenticeship pathway, including the achievement level required*

Requirement	Level of Achievement Required
Level 1 Technical Training (120 hours or 4 weeks*)	▪ Minimum 70%
Level 2 Technical Training (120 hours or 4 weeks*)	▪ Minimum 70%
Level 3 Technical Training (120 hours or 4 weeks*)	▪ Minimum 70%
Work-Based Training	▪ 5400 hours
Recommendation for Certification	▪ Recommendation for certification signed by the Sponsor and an individual holding credentials eligible for sign-off authority
Interprovincial Red Seal Exam	▪ Minimum 70%

*(\*Approximate durations, assuming 30 hours in school per week)*

**Program Duration** Duration varies depending on how training is delivered, but the program generally takes 3 years to complete.

The technical training requirement is typically met through block-release training (full-time, at school) delivered by an ITA-approved training provider. It can also be met through approved alternative training models (e.g., distance education, online, part-time) and/or level challenge where these options are available.

**Sign-off Authority** Credentials eligible to sign-off on the Recommendation for Certification:

- Baker – Certificate of Qualification with Red Seal endorsement
- Baker – Certificate of Qualification
- Baker – Certificate of Apprenticeship
- Cook (Professional Cook 3) – Certificate of Qualification with Red Seal endorsement
- Cook – Certificate of Qualification
- Certified Chef de Cuisine
- ITA-issued letter authorizing supervision and sign-off of apprentices in this occupation

**Challenging a Level** The following levels of technical training can be challenged for advanced placement in this program:

- Level 1
- Level 2

*Indicates which program levels can be challenged. Also lists eligibility criteria, where applicable*




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**Cross-Program Credits**      Individuals who hold the credentials listed below are entitled to receive partial credit toward the completion requirements of this program

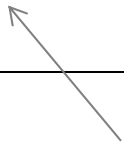
Credential	Credit(s) Granted
None	▪ None

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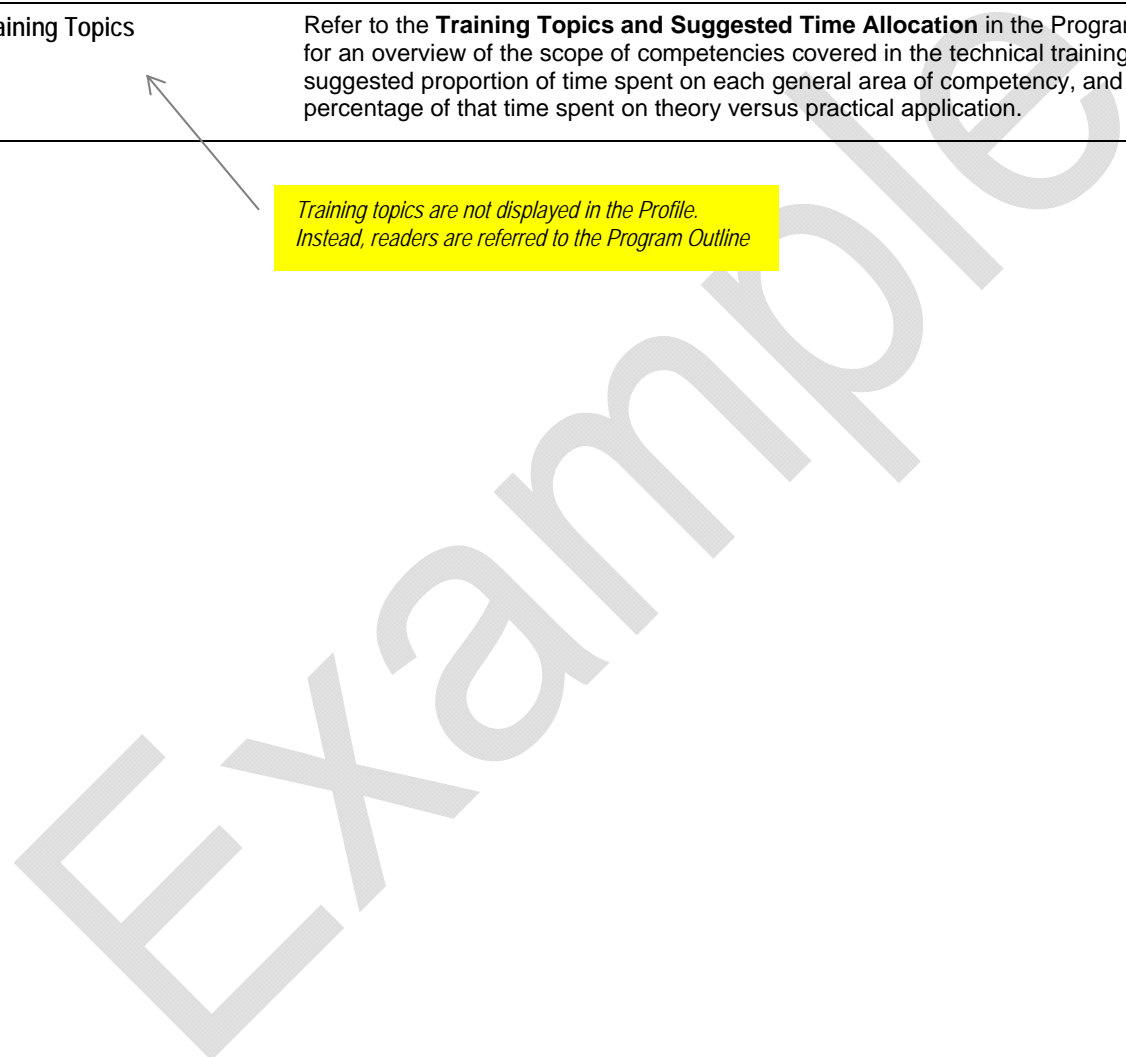
**Program Description**      Refer to the Baker Program Outline for detailed information on the competencies, learning tasks, content and achievement criteria associated with this program. It is available from the ITA website.

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**Training Topics**      Refer to the **Training Topics and Suggested Time Allocation** in the Program Outline for an overview of the scope of competencies covered in the technical training, the suggested proportion of time spent on each general area of competency, and the percentage of that time spent on theory versus practical application.



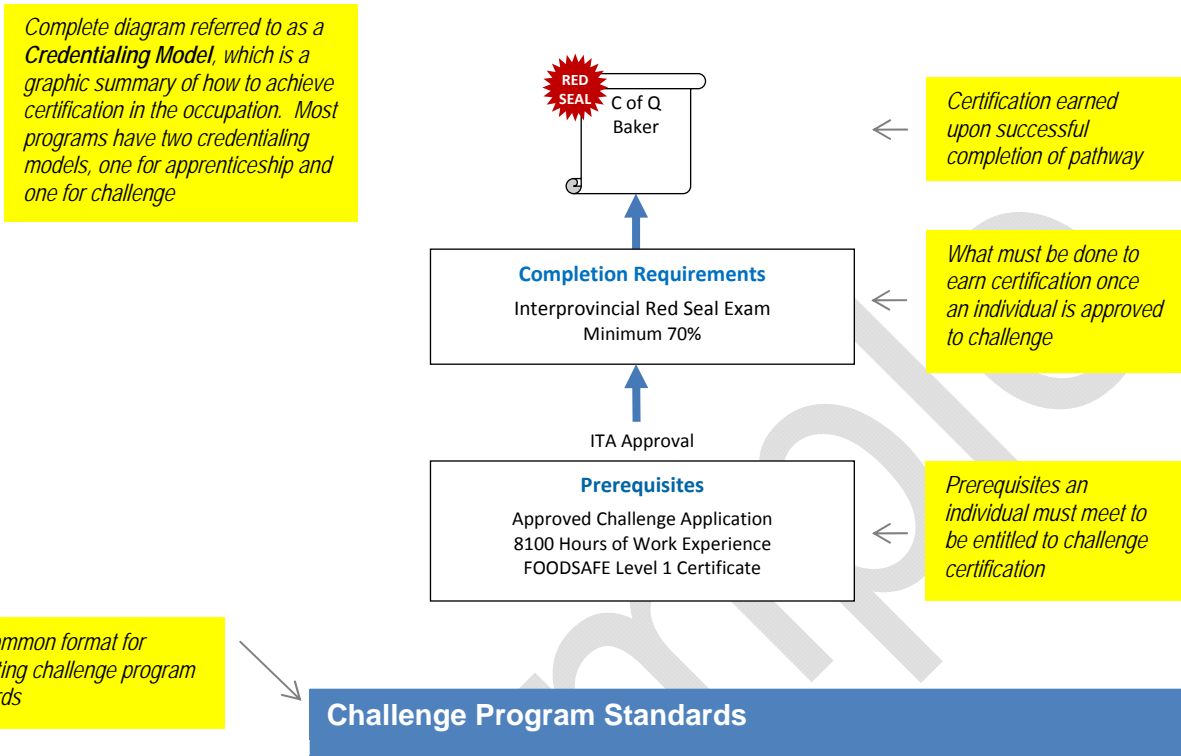
*Training topics are not displayed in the Profile. Instead, readers are referred to the Program Outline*





### Challenge Pathway

This graphic provides an overview of the Baker challenge pathway.



<b>Credentials Awarded</b>	Baker – Certificate of Qualification with Red Seal endorsement					
<b>ITA Registration Prerequisites</b>	An approved Challenge Application, which includes: <ul style="list-style-type: none"> <li>8100 documented hours of directly related experience working in the occupation</li> <li>Employer Statutory Declaration</li> <li>FOODSAFE Level 1 certificate</li> </ul> <i>Evidence of achievement of prerequisites is submitted as part of the challenge application</i>					
<b>Credentials Entitled to Challenge</b>	Individuals who hold the credentials listed below are considered to have met the prerequisites for challenging this program <ul style="list-style-type: none"> <li>None</li> </ul>					
<b>Completion Requirements</b>	Certification as a Baker is awarded upon successful completion of: <table border="1" style="width: 100%; margin-top: 5px;"> <thead> <tr> <th>Requirement</th> <th>Level of Achievement Required</th> </tr> </thead> <tbody> <tr> <td>Interprovincial Red Seal Exam</td> <td> <ul style="list-style-type: none"> <li>Minimum 70%</li> </ul> </td> </tr> </tbody> </table>		Requirement	Level of Achievement Required	Interprovincial Red Seal Exam	<ul style="list-style-type: none"> <li>Minimum 70%</li> </ul>
Requirement	Level of Achievement Required					
Interprovincial Red Seal Exam	<ul style="list-style-type: none"> <li>Minimum 70%</li> </ul>					
<b>Competencies Assessed</b>	Refer to the <b>Training Topics and Suggested Time Allocation</b> section of the Program Outline or the Challenge Application for this program for an overview of the scope of competencies covered in the technical training for this program. The Program Outline is available from the ITA website.					



### Foundation Program

Refer to the Apprenticeship pathway credentialing model for this program to see how the Baker Foundation program fits into the apprenticeship pathway for this occupation.

*New common format for presenting Foundation program standards*



### Foundation Program Standards

*Credentialing Model not included because Foundation program is represented in Apprenticeship Credentialing Model*

<b>Credentials Awarded</b>	Baker – Certificate of Completion	
<b>Enrolment Prerequisites</b>	Contact training provider. Prerequisites vary between training institutions	
<b>Completion Requirements</b>	A Certificate of Completion in this program is awarded upon successful completion of:	
	<b>Requirement</b>	<b>Level of Achievement Required</b>
	In-school Training	<ul style="list-style-type: none"> <li>▪ Successful completion of in-school practical and theory assessments. Minimum 70% achievement</li> </ul>
<b>Program Duration</b>	Duration varies depending on how training is delivered, but the program generally takes 40 weeks to complete, assuming 30 hours in school per week	
<b>Credit toward Apprenticeship</b>	Individuals who complete the Baker Foundation program will receive the following credit toward completion of the Baker apprenticeship program <ul style="list-style-type: none"> <li>▪ Technical Training: Level 1</li> <li>▪ Work-Based Training: 900 hours</li> </ul>	
<b>Training Topics</b>	<b>General Areas of Competence</b> <ul style="list-style-type: none"> <li>▪ Breads and Rolls</li> <li>▪ Sweet Yeast Products</li> <li>▪ Pies</li> <li>▪ Puff Paste</li> <li>▪ Cookies</li> <li>▪ Cakes</li> <li>▪ Decorating, Icing and Finishing</li> <li>▪ French Pastries, Muffins and Cupcakes</li> <li>▪ Safety, Sanitation, Personal Skills</li> <li>▪ Elementary Management Procedures</li> </ul>	<b>Essential Skills</b> <ul style="list-style-type: none"> <li>▪ Interpersonal Skills</li> <li>▪ Teamwork Skills</li> <li>▪ Document Use, Text Reading &amp; Numeracy Skills</li> <li>▪ Critical Thinking Skills</li> <li>▪ Communication &amp; Listening Skills</li> <li>▪ Problem Solving &amp; Troubleshooting Skills</li> <li>▪ Decision Making Skills</li> <li>▪ Computer Use Skills</li> <li>▪ Job Planning &amp; Organization Skills</li> <li>▪ Safety Skills</li> <li>▪ Use of Hand Tools &amp; Equipment Skills</li> </ul>





## Additional Information

### Supporting Documents

*Lists the Program Outline and National Occupation Analysis (NOA) versions on which the current Program Profile is based. NOAs are only available for Red Seal programs*

Baker Program Outline (2008) – Defines the full scope of knowledge and skills required to competently perform the occupation in BC. Available from the ITA website.

Baker National Occupational Analysis (2006) – Prepared by industry experts, under the guidance of the federal government, for Red Seal trades to define the national standard of competence for the trade. Available from the Red Seal website: [www.red-seal.ca](http://www.red-seal.ca).

### Contacts

*Contact information for organizations that can provide further details on the program*

The Industry Training Authority (ITA) manages B.C.'s industry training and apprenticeship programs. Contact ITA Customer service if you have any questions regarding registration, examinations or certification for this program.

Telephone: 778-328-8700  
Toll Free (within BC): 1-866-660-6011  
Website: [www.itabc.ca](http://www.itabc.ca)

Fax: 778-328-8701  
email: [customerservice@itabc.ca](mailto:customerservice@itabc.ca)

go2 works with industry to identify current and emerging knowledge and skill requirements for occupations related to this program, explore training and certification options, and maintain this program.

Telephone: 604-633-9787  
Website: [www.go2hr.ca](http://www.go2hr.ca)

Fax: 604-633-9796  
email: [info@go2hr.ca](mailto:info@go2hr.ca)

## Revision History

The standards for this program were reviewed and/or updated on the dates below.

Program Standards Approved: March 2002 (ITAC)  
Updated: January 2006 (ITA)

*Dates program was reviewed and/or updated.  
Programs are reviewed every six years*

Program Profiles are updated regularly. Visit [www.itabc.ca](http://www.itabc.ca) for the most current version.