Co-operative Education ... Works!

CO-OPERATIVE EDUCATION
Faculty of Engineering and Applied Science
For over 20 years, Hatch has been proud to participate as an employer in Memorial University’s Co-operative Engineering Program. Our co-op students have provided valuable assistance to the engineers in our St. John’s office and several have transitioned into full-time employees of Hatch after graduation. Hatch is happy to support this important program and to continue to provide a wide range of design and project experience to our civil and mechanical engineering co-op students.

Fay Pittman, P.Eng.
Associate/Senior Project Manager – Infrastructure
Hatch

Why co-operative education works …

Ideas and innovation flourish at Memorial University and so do our students. Co-operative education fosters mutually beneficial partnerships between the university, its students and employers. Our diverse group of co-op students:

- introduce a dynamic and fresh perspective to your organization;
- have an exceptional knowledge base for engineering and the use of state-of-the-art engineering tools;
- bring the latest investigation, problem analysis, design and project management skills to benefit your organization;
- are professional and work well in team environments;
- deliver outstanding presentations and technical reports;
- provide mentorship and leadership skill-development opportunities for your management team;
- offer an outlet for your organization to give back to the engineering profession by contributing to the education of future colleagues;
- fill human resources needs through the use of our professional recruitment process for various special projects, peak and vacation periods;
- accelerate the implementation of your succession plan by providing the opportunity to observe and influence future engineers at work; and
- provide opportunity to evaluate future potential hire opportunities.
Fast facts

Memorial University

• Memorial University is located in the province of Newfoundland and Labrador and is one of the largest universities in Atlantic Canada. It has four campuses; three in the province and one in Harlow, England.

• Memorial is a fully accredited university with an enrolment of almost 18,000 students, and offers more than 100 degree programs.

For more information on Memorial and its programs, go to www.mun.ca

Faculty of Engineering and Applied Science

• The Faculty of Engineering and Applied Science has an enrolment of approximately 500 undergraduate students each year for a five-year, mandatory co-operative degree program.

• There are six major engineering disciplines available: civil, computer, electrical, mechanical, ocean and naval architectural and process. Memorial’s ocean and naval architectural engineering program is the only one of its kind in the world and its process engineering program is unique in Canada.

• The undergraduate degree program has eight, four-month academic terms and six, four-month work terms. Students must complete a minimum of four work terms to meet graduation requirements.

For more information on Memorial’s Faculty of Engineering and Applied Science, go to www.mun.ca/undergrad/programs/engineering

Engineering Co-operative Education Program

• Started in 1969, the Engineering Co-operative Program is one of the oldest and largest co-operative education programs in Canada.

• The program is fully accredited by the Canadian Association for Co-operative Education.

• Work terms are managed by the Engineering Co-operative Education Office (ECEO).

• Approximately 350-500 undergraduate students seek employment each work term across all disciplines.

• Students are employed throughout Canada, the United States and the world.

For more information on Memorial’s Engineering Co-operative Education Program, go to www.mun.ca/coop/programs/engineering
Exmar Offshore Company (EOC) is pleased to have supported the Memorial University co-op. program for the past 10 years. In this time, EOC has benefitted from the participation of over 100 work-term students of which several students have been hired and continue to make valuable contributions to the company. MUN’s co-op. program is unique and graduates have the advantage of work experience on the first day they are hired. This work experience and the additional time taken to mature in their respective disciplines are highly valued at EOC. EOC looks forward to continuing the very successful relationship it has with MUN.

David Lim
Managing Director
Exmar Offshore

Our oil refinery has been benefitting from Memorial’s Engineering co-op. program for many years. Several of the young engineers who have come to us through the co-op. program have transitioned from students to esteemed members of our full-time workforce. Many of them have progressed all the way up to our management team. This program is not only a value to students, it is a value to the organizations that welcome them.

Dan Harris
Refinery Manager
NARL Refining Limited Partnership
Recruitment made simple … how to get started

Successful recruitment at the Engineering Co-operative Education Office is made simple through several initiatives including:

• on-campus job postings through our online job competition boards;

• résumé collection and forwarding service;

• interview scheduling, booking and provision of interview rooms;

• video conferencing, Skype and other means of conducting interviews should you be unable to travel to Memorial;

• assistance with travel authorizations, work permits, visas and employment verifications if required for national and international work term opportunities;

• scheduling and facilitating of information sessions to increase students’ awareness of your organization;

• annual Career and Graduate School Fair, which allows you to interact with students and faculty; and

• on-site term visits by our ECEO’s academic staff members to discuss potential and current work term/internship opportunities.

Student Selection Process

Employers participate in the selection process, which starts approximately four months prior to each work term, by providing job descriptions for the positions they wish to fill.

The process follows this sequence:

• job descriptions are typically advertised to students for a period of one week;

• Memorial will forward application packages to the employers for screening;

• employers interview students through preferred means provided by Memorial;

• employers rank students in order of preference;

• offers are extended to students based on rankings; and

• offers are accepted within a 24-hour period.

For more information, go to www.mun.ca/cdel/Recruiters_Employers

For more information, go to www.mun.ca/coop/programs
Co-operative partnership

**Employer contribution**

In the co-operative partnership between the student, employer and Memorial, employers provide:

- work assignments of a duration suitable to the employer and in accordance with work term requirements and student’s academic level;
- participation in the student selection process;
- appropriate professional guidance and supervision;
- a salary consistent with the employer’s organizational salary structure;
- the establishment of the student’s performance and personal objectives at the beginning of the work term;
- an opportunity for an ECEO academic staff member to monitor the students’ progress and relationship between the employer and student during the work term; and
- a written evaluation of the student’s performance, including a review of work term deliverables at the end of the work term.

**Student contribution**

Student contribution in the workplace will involve:

- a professional attitude and behaviour, strong interpersonal skills and maturity;
- an ability to work in a team environment;
- an ability to be self-motivated;
- an understanding of professionalism and ethics;
- an understanding of a broader environment;
- an ability to manage a work-related project;
- a clearer understanding of career alternatives; and
- technical skills appropriate to the position.
Bell Aliant has been hiring co-op. engineering students from Memorial for several years. The students take on many of the responsibilities and duties of our employees, and are given every opportunity to expand their knowledge and experience through diverse work assignments. Memorial’s students have always shown themselves to be bright, organized and diligent, which is why many receive employment with us after graduation.

Jeff Card, P.Eng., FEC
BRES Senior Manager – Atlantic Program and Projects
Bell Aliant

Our experience with a first year MUN co-operative work term student was fantastic. Our student was engaged and had a level of technical skills that he was able to complete real meaningful work right from the start. He was a self-starter and very professional. His work added significant value to the organization, and as such, we would gladly hire another student through the MUN Co-op Education Program.

Michael Chapman, P.Geo., M.EnvMgt, BSc
Manager, Infrastructure and Sustainability
Nova Scotia Community College

Engineering Co-operative Education Office
contribution …

ECEO academic staff members:

• develop work terms/internships through various recruitment and job development initiatives;

• provide expertise and guidance in their related discipline and geographic area;

• prepare students on work term expectations and work place management;

• assist with work term requirements including travel expectations, allocation, work permits, etc.;

• advise and mentor students throughout their work term, including on-site monitoring;

• provide evaluation of student performance and required deliverables at end of term; and

• liaise with employers to provide assistance in all aspects of the program.