

## Brandon RNIP Employer Eligibility and Responsibilities

If your business meets the eligibility criteria outlined below and is willing to agree to the employer requirements set forth below, please contact the RNIP Coordinator at [immigration@brandon.ca](mailto:immigration@brandon.ca) to schedule an employer pre-screening meeting.

### Employer Eligibility and Obligations

To be eligible to participate in the Brandon Rural and Northern Immigration Pilot (RNIP), employers must meet all conditions listed below unless otherwise indicated by the Economic Development Brandon office:

1. Be an **established employer** within the Brandon RNIP boundaries, whose main southwest Manitoba operation is located and operative in the City of Brandon and;  
Be an established employer who has been legally operating a business within the City of Brandon for a **minimum of three (3) years**.

**OR** be a new business within the City of Brandon that has invested a **minimum of \$150,000 capital**. Capital investment refers to immovable property such as land, buildings or equipment that cannot easily be moved.

An established employer cannot be more than 50% owned by a Foreign National/s or by a Foreign National/s spouse/common law partner.

Exceptions may be considered on a case by case basis, and must demonstrate the following:

- that the majority of the economic benefits associated with the businesses' operations are accruing to Brandon, and
- that the business has not been established for the primary purpose of facilitating immigration for individuals.

The onus is on the employer to demonstrate why an exemption is warranted.

2. The Employer must demonstrate a need for Foreign Nationals to meet labour needs confirming through their past recruitment activities that the position(s) cannot be filled by Canadians or Canadian Permanent Residents.

The following information will be requested during the job prescreening process

- a. Length position vacant
- b. Where the position was advertised
- c. How long was the position advertised
- d. A summary of the recruitment results
- e. Confirmation that the foreign national, if hired, does not replace or displace current employees

3. The job offer must be:
  - a. Full time
  - b. Permanent (non-seasonal and no end date)

- c. The wage must meet or exceed the Job Bank's minimum wage for the offered position as set out in the [federal job bank](#)
4. Employer must not be in violation of the [Immigration and Refugee Protection Act](#) (Canada) and/or [Provincial Employment Standards](#).
5. Qualifying job offers may be in any [National Occupational Classification \(NOC\)](#) TEER skill level.  
**NOTE:** Nov 16, 2022, Immigration, Refugees and Citizenship Canada (IRCC) switched to the 2021 version of the NOC.

## Employer Obligations

To be eligible to extend job offers to Foreign Nationals through the Brandon RNIP (no labour market impact assessment required), employers must also agree to **all** the employer obligations listed below:

6. The Employer must be pre-screened by the Economic Development Brandon (EDB) office before a job opportunity is posted to the Brandon RNIP site.
7. The employer cannot request or accept any money in exchange for providing a job offer.
8. The employer must declare to EDB if they are using an immigration consultant, representative or international recruiter and if applicable provide the name of the consultant and the company.
9. Employers complete the job-posting form for eligible jobs and return it to EDB along with a complete job description for each position they wish to employ a Foreign National.
10. Employer meets with RNIP Coordinator
11. The employer must agree to provide the RNIP Applicant with a workplace mentor once they start work. The workplace mentor and the RNIP Applicant must connect in person or on the phone a minimum of one hour each month for 12 months.
12. The employer must pick the RNIP Applicant (and their family if applicable) up in Winnipeg when they first arrive to begin work. Airport pick up does not apply if the RNIP Applicant is already working in Brandon.
13. The employer must commit to providing at least one additional settlement support in addition to the workplace mentor; supports can be financial or non-financial, examples are provided below. Other proposed settlement supports can be forwarded to the Economic Development office for approval.

If the RNIP Applicant is already living and working in Brandon, the additional settlement support is not required.

### Examples of possible settlement supports

- Employer will assist the applicant in finding suitable housing by connecting them with rental resources, accompanying the applicant to look at rental properties, introducing them to the Residential Tenancy Board so they understand their rights and obligations, connecting them with a trusted realtor, or connecting them to home ownership resources.
- Employer will accompany the applicant to set up key services such as banking, driver's licenses, etc.
- Employer will assist with completion of permanent resident paperwork.
- Employer has previously or will complete at least three hours of intercultural competency training in the workplace.

- Employer has demonstrated commitment to establishing and adhering to inclusive policies or practices in the workplace.
- Employer will provide financial assistance of some form (ie. a moving allowance, an interest free settlement loan, provision of a free bus pass for the first month, etc.).

14. The employer, to the best of their ability, will notify the EDB office of the following milestones

- a. Issuance of job offer (electronic copy must be provided to EDB)
- b. Date candidate is picked up from Winnipeg (if applicable)
- c. Date of candidate's first day of work
- d. Date candidate is no longer employed with the business. (if applicable)

## Process for Eligible Position

Approved Brandon RNIP job(s) will be posted on the Brandon RNIP site by EDB at no cost to the employer. Employers must also post the job(s) on [www.jobbank.gc.ca](http://www.jobbank.gc.ca). Exemptions to the requirement to advertise the job posting on the Brandon RNIP website and/or the federal job bank are at the discretion of the EDB office.

1. RNIP Applicant must create an online candidate profile to apply for jobs posted on the Brandon RNIP site. EDB staff will screen initial applications and forward the applications that meet minimum skills, education and experience requirements to the employer.
2. The employer is responsible for the next step of recruitment and normal human resource screening of a RNIP Applicant for the position.
3. If a qualified Canadian or a Permanent Resident is found to fill the position, the Brandon RNIP is not required.
4. If the employer wishes to hire a Foreign National/applicant through the Brandon RNIP, the job offer must be provided to the applicant on the [IRCC form, IMM 5984](#).  
**Note: All pages** of this form must be submitted, including privacy statement pages, or it will be rejected as incomplete.
5. An RNIP Applicant in receipt of the qualifying job offer applies to the Brandon RNIP for a Community Recommendation, on [IRCC form IMM 5911](#).  
**Note: All pages** of this form must be submitted, including privacy statement pages, or it will be rejected as incomplete.
6. The Economic Development office reviews the RNIP Applicant's information against mandatory federal and community prioritization criteria and conducts an interview to determine the applicant's intent to reside in Brandon.
7. The Brandon RNIP Recommendation Committee meets once per month to review the Community Recommendation applications and makes the final decision.
8. EDB notifies the RNIP Applicant and employer of the Community Recommendation Committee decision. Applicant's that receive the Community Recommendation apply for Permanent Resident; the Community Recommendation is valid for six months.
9. If the employer and applicant desire, a temporary foreign worker application (\$230 employer fee) can be submitted to IRCC once IRCC confirms the PR application is complete (maximum 3 months from application date). The temporary worker application is processed within 2 months.

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