

2020



# Dinner Is Served

## An Introduction to Food Processing

Fabricating the Future:  
Building Tomorrow's Manufacturing Workforce



Manufacturing is thriving in the London Economic Region, helping grow our economy and providing ample job opportunities. As more companies build production facilities in the London region in the years ahead, the role of manufacturing in local employment will continue to grow.

There's never been a better time to consider a career in manufacturing. Learn more about what jobs in manufacturing have to offer through this series of 5 modules:

1. Manufacturing: It's Made for You
2. Essential Skills for Manufacturing
3. Apprenticeship in Manufacturing
4. Manufacturing Job Postings
5. Dinner Is Served: An Introduction to Food Processing



This curriculum was produced by Literacy Link South Central. For questions about it or what adult literacy programs have to offer, please contact LLSC at (519) 681-7307 or visit [www.llsc.on.ca](http://www.llsc.on.ca)



The development of this curriculum was funded by the Elgin Middlesex Oxford Workforce Planning and Development Board. For questions about local labour market information and tools, please contact the Planning Board at (519) 672-3499 or visit [www.workforcedevelopment.ca](http://www.workforcedevelopment.ca)



This project is funded in part by the Government of Canada and the Government of Ontario.

## Objectives

### By completing this module, you will learn:

- What food processing is
- Different food processing subsectors
- Your rights as an employee
- What WHMIS is and why it's important
- Trends that are happening in food processing
- How to search for food processing job opportunities in your area



## Introduction

Food processing is the largest manufacturing sector in Canada. Ontario is one of three provinces where food processing companies are concentrated, and the London Economic Region plays a key role in Ontario's food processing industry.

*Source: Who is Processing Your Food? 2011 Food & Beverage Labour Market Information Study, CHRH*

## What Is Food Processing?

Food processing is basically the manufacturing of food. So, if manufacturing is taking raw materials and making them into a different end product, then the same definition applies to food processing. Food in its original form is recreated into another product. Think about food that is gathered at a farm. Now think about how it looks when it ends up on your dinner table.



## Activity 1

List items that were part of the last two meals that you ate. Include details of what you put on or in your food. Did you drink anything with your meals? Add that to your list as well.

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Now put a checkmark beside what you think is considered processed food.

## Food Processing Subsectors

Food processing is a big industry and is broken down into several smaller categories called “subsectors.” Below you will find a list of the subsectors in food processing.

- A. Animal Food Manufacturing
- B. Grains and Oilseed Milling
- C. Fruits and Vegetable Preserving and Specialty Food Manufacturing
- D. Dairy Products Manufacturing
- E. Meat Products Manufacturing
- F. Seafood Production and Manufacturing
- G. Bakeries and Tortilla Manufacturing
- H. Other Food Manufacturing
- I. Beverage Manufacturing



*Source:*

Who is Processing Your Food? (2011 Food & Beverage Labour Market Information Study, CHRH)

Look back at your list of meal items on page 5. Which of these subsectors do each of these items fall under?

## Raw Ingredients

If something is “raw,” that means it’s in its natural state, before any manufacturing or processing is applied. The following pictures were taken at a local grocery store. Each picture shows something people typically buy to eat. Each of these items was processed.



## Activity 2

In the chart provided below, write at least two **raw** ingredients that can be found within the item.

Processed Food	Raw Ingredients
Ristorante Thin Crust Pizza	
Kraft Singles Cheese Slices	
Uncle Ben's Fast & Fancy Rice	
Prime Chicken Burgers	
Nestle Drumstick Ice Cream Cones	
Eggo Waffles	





## Skills for Your Health and Safety

Each manufacturer will have a list of the skills and knowledge that a person needs to be a valuable employee. They are looking for employees who understand the importance of health and safety, and who are willing to follow the guidelines specific to their subsector. The food processing industry has to follow very specific health and safety regulations to ensure the safe processing of food.

For this reason, employers need workers who can continually learn and to keep up to date with regulations and workplace health and safety practices.



### Continuous Learning Skills

In many cases employers say things like, “I want to hire someone who is a hard worker and who can learn.” At many workplaces, you’ll be given health and safety manuals to read, and you will be expected to understand and follow posted announcements.

To be able to learn about health and safety you must have basic skills to read and understand printed materials or to navigate the online world through Internet searches and online training. These skills are part of the Essential Skills needed to succeed at work.

*Do you want to check your Essential Skills? Make sure you complete the self-assessment exercises found in the module “Essential Skills for Manufacturing.”*

“Improving health and safety in the workplace is an important goal in the industry. Accidents and unsafe working conditions have a negative impact on other human resources issues in the industry, including: labour costs, absenteeism and sick leave, recruitment and retention, productivity and employee morale.”

*Source: Who is Processing Your Food? (2011 Food & Beverage Labour Market Information Study, CHRH)*

## Activity 3

Read the announcement below. On the next page, describe three important things included in the announcement.

C  
M  
C



### Canada Manufacturing Co. *Health and Safety Commitment*

The employer and senior management of Canada Manufacturing Co. are vitally interested in the health and safety of its workers. Protection of workers from injury or occupational disease is a major continuing objective.

Canada Manufacturing Co. will make every effort to provide a safe, healthy work environment. All employers, supervisors and workers must be dedicated to the continuing objective of reducing risk of injury.

Canada Manufacturing Co., as employer, is ultimately responsible for worker health and safety. As president and Chief Executive Officer of Canada Manufacturing Co., I give you my personal commitment that I will comply with my duties under the Act, such as taking every reasonable precaution for the protection of workers in the workplace.

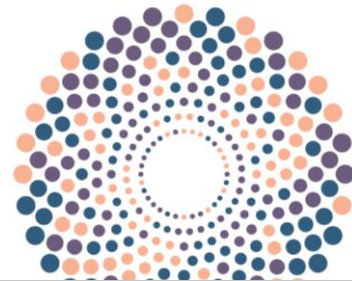
Supervisors will be held accountable for the health and safety of workers under their supervision. Supervisors are subject to various duties in the workplace, including the duty to ensure that machinery and equipment are safe and that workers work in compliance with established safe work practices and procedures.

Every worker must protect his or her own health and safety by working in compliance with the law and with safe work practices and procedures established by the employer. Workers will receive information, training and competent supervision in their specific work tasks to protect their health and safety.

It is in the best interest of all parties to consider health and safety in every activity. Commitment to health and safety must form an integral part of this organization, from the president to the workers.

Sincerely,

*Janet Dubois*



What are three key messages you learned from the Canada Manufacturing Co. announcement?

1. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

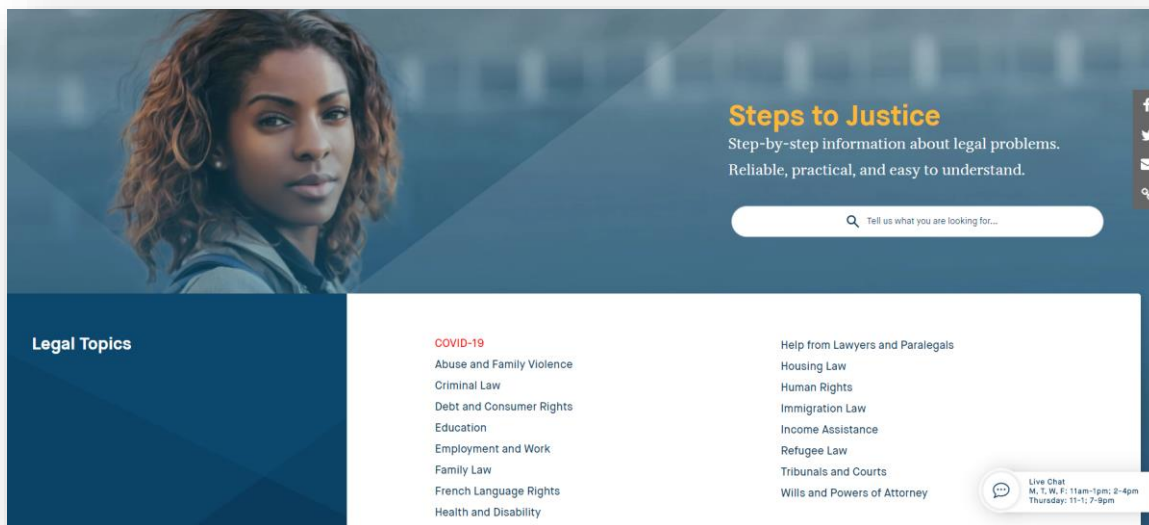
3. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# Ontario’s Employment Standards Act

In Ontario, the “Employment Standards Act” is the law that protects workers and explains the responsibilities of employers. This law protects your rights during the hiring process and when you’re a paid employee. As an employee you need to be informed about what these rights are.

## Steps to Justice

Steps to Justice is a website that makes complicated legal information easier to understand. You can visit the Steps to Justice website to get a clear understanding of your rights under the Employment Standards Act and find answers to common questions about worker’s rights.



## Activity 4

Go to the Steps to Justice website: [www.stepstojustice.ca](http://www.stepstojustice.ca) and click on the words “Employment and Work.” Search through the different topics to find answers to the questions below.

Three things an employer can’t ask about during the hiring process are:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

If a public holiday falls on a day that you’re not scheduled to work, then \_\_\_\_\_

\_\_\_\_\_

The regular workweek can't be more than \_\_\_\_\_ hours.

Time off for personal emergencies is called a \_\_\_\_\_

You can refuse to do a task your employer gives you if \_\_\_\_\_

\_\_\_\_\_

\*\* Notice that the **Steps to Justice** website has many topics beyond “Employment and Work.” If you need to find out legal information on other personal topics, this website might have some answers.

# Workplace Hazardous Materials Information System (WHMIS)



With the ease of use and convenience that technology can offer, more and more training is offered through computers. In most jobs, there will be some online training. In many cases, WHMIS training is done online, as is other health and safety training.

Even if your job doesn't involve the use of computers, you might need to use one to participate in ongoing training such as health and safety training. How comfortable are you using a computer?

## Activity 5

Search the Internet for information about “WHMIS 2015” and fill in the boxes below:

The reason why WHMIS training exists is so that...

When you are done WHMIS training, you will know more about...

## Trends in Food Processing

The food processing industry is a valuable and vibrant manufacturing sector. New companies can be expected to form and current companies will grow to include the always-changing needs of consumers (people who buy food.) Food processing companies show they can adapt their products to reflect the changes affecting what food people buy such as:

**Change in demographics:** People move to Canada from other countries, bringing with them their food preferences based on cultural influences (example: couscous) or based on religious needs (example: Kosher or Halal food).

**Change in lifestyle:** With two working parents, households are seeking more quick and easy to prepare meals.

**Change in diets:** Food allergies, intolerances or popular new diet approaches (example: keto, vegan, organic) have people looking for food that is “carb-free” dairy free, meat free and so on.

**Change in family size:** Families are smaller, and many people live on their own. Small and single-serving packages of food are in growing demand.



**“Flexible Manufacturing:** Compared to large-scale, one-line US plants, Canadian plants for the most part are smaller and typically produce a number of product lines.

With the underlying trend of differentiation in food products, flexible manufacturing allows plants to produce a number of niche products, servicing consumer demand more effectively. This could be part of Canada’s advantage.”

*Source:* Who is Processing Your Food? (2011 Food & Beverage Labour Market Information Study, CHRH)

## Who's Processing Food in Your Area?



The London Economic Region has many companies that process food. These companies range in size from small independently owned operations (like the ones that make cupcakes or craft beer) to large scale and more complex companies (like Maple Leaf or Dr. Oetker).

### Activity 6

If you search the Internet for “food processing” and add the area where you live, you’ll likely find a place that processes food near you. Try that now to find a company and its website. Explore the website to see if you can answer the questions below.

What is the name of the company? \_\_\_\_\_

Where is the company located? \_\_\_\_\_

Is there more than one location? \_\_\_\_\_

What year did the company start? \_\_\_\_\_

What product does the company make? \_\_\_\_\_

What stores use their products? \_\_\_\_\_

Is there a section where they post available jobs? \_\_\_\_\_



## Local Jobs Hub

The **Local Jobs Hub** is an online job search tool that has been developed by the Elgin Middlesex Oxford Workforce Planning and Development Board. This online tool helps to match job seekers to local employers.

When employers post on any of the most popular job posting websites, the Local Job Hub site automatically finds the listing and posts it on its own website. This is a great place to find job listings in the London Economic Region (London/Middlesex, Oxford and Elgin).

“...the food and beverage processing industry will need to hire almost 65,000 new employees – 21,000 for industry growth and 44,000 for replacing workers due to retirement (between 2018 and 2025.)”

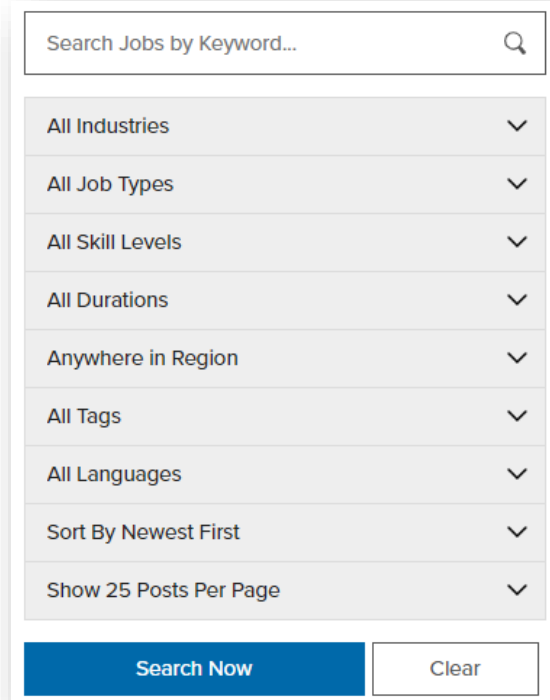
Source: <https://www.canadianmanufacturing.com/financing/labour-trend-who-is-processing-your-food-235625/> (July 2019)

The screenshot shows the top navigation bar of the Local Jobs Hub website. On the left is the logo for the Workforce Planning & Development Board (WPDB) for Elgin Middlesex Oxford. In the center is the Ontario logo. On the right are navigation links: ABOUT, JOBS HUB FAQ, RESOURCES, and BLOG. Below the navigation bar is a funding statement: "This project is funded in part by the Government of Canada and the Government of Ontario." The main content area features four blue boxes with white text and icons:

- EXPLORE CAREER PATHS**: Local Jobs HUB Careers
- REGIONAL JOB LISTINGS**: Local Jobs HUB
- REGIONAL JOB MAP**: Local Jobs HUB Maps
- LABOUR MARKET INFORMATION**: worktrends.ca

## Activity 7

1. Go to the website [workforcedevelopment.ca](http://workforcedevelopment.ca).
2. Click the button titled “Regional Job Listings.”
3. In the search window on the left, type the words “food processing.”
4. In the menu below the search field, there are many filters you can use to narrow down your search results. Use the arrow next to “Anywhere in Region” to find a town or city close to you.
5. Click the magnifying glass symbol next to where you typed the words food processing and explore the job possibilities.



The screenshot shows a search interface with a search bar at the top containing the text "Search Jobs by Keyword..." and a magnifying glass icon. Below the search bar is a list of filter categories, each with a downward arrow: "All Industries", "All Job Types", "All Skill Levels", "All Durations", "Anywhere in Region", "All Tags", "All Languages", "Sort By Newest First", and "Show 25 Posts Per Page". At the bottom of the filter list are two buttons: "Search Now" (a blue button) and "Clear" (a white button with a grey border).

What are the company names and job titles of three different results from your search?

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

*Tip:* you can narrow down your search results by using some of the other drop-down categories to search for only full-time or part-time positions, jobs where specific languages are spoken, or jobs in specific sectors.

## Reflection

Do you know:

- What food processing is?
- Different food processing subsectors?
- Your rights as an employee?
- What WHMIS is and why it's important?
- Trends that are happening in food processing?
- How to search for food processing job opportunities in your area?