



First Nations Public Service

First Nations Public Service Secretariat



HUMAN RESOURCES

Training “Boot Camps” March 2012

What you will learn

This program is designed to provide participants with relevant human resource tools and information to help them do their jobs better and easier. Use this guide for learning, discussion and to jot down notes for future reference.

Objectives of the workshop

- ◆ Understand the ‘people’ practices of an organization and apply the fundamental HR practices: hire, manage and develop staff;
- ◆ Understand the change and transition process;
- ◆ Build a learning community across the province and beyond;
- ◆ Provide practical tools for use after the session.

Who should attend

Human Resource Managers, Advisors, Supervisors, Department Heads, Staff who are in acting positions or work in the HR field

How many workshops

- 1 in Campbell River, March 5 —6, 2012
- 1 in Vancouver, March 15 —16, 2012

What is a “ Boot Camp”

A boot camp is a comprehensive 1-2 day workshop that provides an overall review of the toolkit. This type of workshop allows for an interactive hands on approach to understanding the toolkit. There are Professional Instructors with expertise in the area of Human Resources to deliver the workshop. We have piloted this workshop in some communities and have received positive feedback.

Who developed the toolkit

FNPSS in partnership with the following professional organization;

Senga Consulting

An agenda and a copy of the toolkit is available on our website www.firstnationspublicservice.com.

How much does it cost

The FNPSS has been successful in negotiating with AANDC a subsidy for you to participate in this workshop. Yours costs would be \$200.00 per person

Please register early as seating is limited to 25

Where to register

Participants wishing to attend a Boot Camp are asked to complete the attached form and submit to Lisa at executiveassistant@fnps.info or Marie at msandy@fnps.info or by fax to 604-926-9923

For more information about this workshop and other training opportunities please visit our website at:

www.firstnationspublicservice.com

To register for this workshop please complete attached form



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Please select which Campbell River, March 5 –6,2012 Coast Discovery Inn , 975 Shoppers Row workshop you will be attending Vancouver, March 15-16 , 2012 Coast Plaza on Denman, 1763 Comox St.

ABOUT THE WORKSHOP

This toolkit is designed as a tool for First Nations HR Management. Some topics in this workshop talk about how to earn the trust of your employees, establish high standards, engage employees hearts, minds and hands. A manager's most important, and most difficult, job is to manage people. You must lead, motivate, inspire, and encourage staff. Learn how to manage such difficult situations such as to how to hire, fire, discipline or evaluate employees.

WHO SHOULD ATTEND

Human Resource Supervisors, Advisors, Managers, Department Heads, and all staff who are in acting positions or working in the HR field

RATES

The FNPSS has been successful in negotiating with AANDC a subsidy for you to participate in this workshop. Full workshop rate which includes; a facilitator, comprehensive review of the toolkit, take away handouts, lunch and nutrition breaks is \$400. 00 per person

Your costs would be cut in half for a total of \$200.00.

TO REGISTER:

Fax: 604-926-9923

Email: executiveassistant@fnps.info
msandy@fnps.info

QUESTIONS:

Please contact Lisa or Marie at:
Phone: 604-926-9903

First Nation or Organization	
Name	
Address	
City, Postal Code	
Current Position	
Email	
Phone	

PAYMENT METHOD

CHEQUE ONLY

Please make all checks payable to:
Attn: Colleen Collins
First Nations Summit Society
Suite 1200—100 Park Royal South
West Vancouver, BC V7T 1A2

CONFIRMATION OF REGISTRATION: How would you like to be contacted?

Fax: _____ Email: _____

Mail: _____ Other: _____

**For more information about our programs
please visit us at
www.firstnationspublicservice.com**