

Human Resources MANAGEMENT FOR Indigenous & Northern COMMUNITIES

December 4, 5 and 6, 2018 • Whitehorse, Yukon

YOUR FACULTY HEAR FROM EXPERIENCED LEADERS



Scott A. McCann,
Partner,
HARRIS & COMPANY LLP



Allan Nixon,
President,
THE BOREALIS GROUP



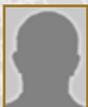
Dena Xavier BA CPHR,
Founder, Summit Vision
Communication: HR Consultant,
YUKON FIRST NATIONS



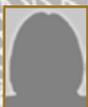
Dwayne Clayden,
Former Director of Operations,
Emergency Services, and Emergency
Management,
STONEY NAKODA FIRST NATION



Renee Paquin,
Director, Corporate Human Resources
& Diversity Services,
PUBLIC SERVICE COMMISSION



Ian Pollard,
Director of Human Resources,
Department of Justice,
GOVERNMENT OF YUKON



Ash Kayseas,
Manager, Diversity Services,
PUBLIC SERVICE COMMISSION

Explore Best Practices for Employee Motivation, Talent Development, and Meeting Legal Obligations

- Hear how employee engagement campaigns work in practice
- Explore the principles of coaching to resolving personality conflicts
- Understand how to apply employment law updates in your workplace
- Learn the limitations to employees' right to privacy
- Develop protocol for recognizing employee's in distress
- Ensure a human resource policy that meets your unique organizational objectives
- Take away some proven tips for leading in complex environments
- Develop workplace accommodation strategies that are a win-win for all
- Harness evidence-based strategies for workplace safety and wellness
- Incorporate psycho-social illnesses into your safety strategy
- Prepare for challenges of the technology-enabled workforce
- Improve skills capacity with new challenges and a culture of recognition
- Harness indigenous legal traditions into employment law compliance efforts
- Participate in roundtable discussions with your peers on your most important challenges

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Human Resource Management

December 4, 5 and 6, 2018 • WHITEHORSE, YUKON

DAY ONE PROGRAM AGENDA: TUESDAY, DECEMBER 4, 2018

7:30 - 8:30 Registration and Continental Breakfast

8:30 - 8:45

Welcome and Opening Remarks from the Chair

8:45 - 9:45

Defining Indigenous Human Resources Management

- Learn about Indigenous governance concepts
- Discover Indigenous values in the workplace
- Tools to adopt a collectivist orientation versus individual
- Insights for effective management of your employees, performance management and training
- Identify your Indigenous recruitment barriers

9:45 - 10:45

Workplace Design: How it Can Enhance Employee Wellbeing and Wellness

- Explore how workplace wellbeing can reduce costs
- Learn how to use design to promote employee wellbeing
- 5 practical tools to cultivate a strong, holistic, support system for Indigenous employees
- Understand cross-cultural perspective of the same issue
- Learn how to blend the needs of your organization with the needs and aspirations of individual employees

10:45 - 11:00

Networking Break



11:00 - 12:00

Best Practices in Workplace Mental Health and Wellness

Dwayne Clayden, Former Director of Operations, Emergency Services, and Emergency Management, Stoney Nakoda First Nation

- 5 practical tools and techniques for managers to maintain a safe workplace
- Learn how to successfully implement effective mental health programs
- Tools for assisting employees experiencing post-traumatic stress disorder
- Incorporating Indigenous mental health and awareness in the workplace
- Insights on best practices in preventing and managing mental health injuries

12:00 - 1:00

Luncheon Break

1:00 - 4:00

Circle Process: Towards Traditional Indigenous Conflict Management

Dena Zavier BA CPHR, Founder, Summit Vision

Communication: HR Consultant for several Yukon First Nations

Acknowledged as a traditional First Nations process in the context of restorative justice, circle process holds tremendous promise for improved relationships within the workplace. Learn from the presenter and from each other about the power of incorporating this traditional methodology as part of HR management.

- What is circle process?
- When is it appropriate for use in the workplace?
- Who leads the process and how? What are the roles of circle participants?
- Guidelines for circle process
- Impact of circles in the workplace
- Circle training

4:30

End of Day One

WHO SHOULD ATTEND THIS EVENT

- First Nation Governments
- Chiefs and Councillors
- HR Managers, Officers, Clerks, Assistants and Administrators
- Directors, Managers, Supervisors, and Clerks of Finance
- Personnel Officers, Personnel Designates
- Community Health Professionals
- Social Workers and Assistants
- Consultants
- Education Directors
- Directors of Operations
- Health Directors and Assistants
- Directors of Support Services and Staff

Human Resource Management

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DAY TWO PROGRAM AGENDA: WEDNESDAY, DECEMBER 5, 2018

7:30 - 8:30 Continental Breakfast

8:30 - 8:45

Opening and Remarks from Chair

8:45 - 10:30

MODULE 1: WORKSHOP

Human Rights, Bullying and Harassment in the First Nations Workplace

Scott A. McCann, Partner, Harris & Company LLP

10:30 - 10:45

Networking Break



10:45 - 11:45

MODULE 2: WORKSHOP CONTINUED

Human Rights, Bullying and Harassment in the First Nations Workplace

Scott A. McCann, Partner, Harris & Company LLP

In the first section of this workshop, Scott will provide an overview of the human rights legislation that applies to the First Nations workplace, and discuss the 'duty to accommodate', particularly how to deal with specific disabilities such as addiction.

The second segment will cover the legal issues with bullying and harassment and provide practical advice on how to effectively manage bullying and harassment incidents that arise in your workplace.

During the course of this interactive workshop, participants will have the opportunity to work through a series of sample scenarios and group exercises.

- Learn about the policies and legislation applicable to Indigenous workplaces
- Understand what constitutes discrimination in the workplace
- Hear about the latest developments on human rights in the workplace
- Understand the duty to accommodate
- Managing risks: when failure to accommodate amounts to discrimination
- Learn how to identify and address bullying and harassment in the workplace
- How to conduct an effective investigation into bullying and harassment

11:45 - 12:30

Supporting Aboriginal Recruitment and Retention Towards a Representative Public Service

Renee Paquin, Director, Corporate Human Resources & Diversity Services, Public Service Commission

Ash Kayseas, Manager, Diversity Services, Public Service Commission

- YG's land claim obligation
- Business case for diversity
- Draw down barriers
- Educate workforce
- Collaboration with Yukon First Nation governments

12:30 - 1:30

Luncheon Break

1:30 - 2:30

Tips to Motivate Yourself and Others

Ian Pollard, Director, Human Resources, Department of Justice, Government of Yukon

To help others be motivated, you first need to be motivated yourself. In this presentation, Ian will provide tips on how to keep yourself motivated and then tips on how you can then motivate others.

Motivate yourself:

- Just do it: Motivation comes from doing what you are passionate about
- Reward yourself and others
- Take care of yourself and enjoy the little things

Motivate others:

Ian will give many tips on how to motivate and keep your staff motivated. Good leadership is about avoiding making mistakes that kill motivation and instead finding ways to help your staff become passionate about what they do.

2:30 - 2:45

Networking Break



2:45 - 3:45

Human Rights in the Indigenous Workplace

- Learn about the policies and legislations applicable to Indigenous workplaces
- Understand what constitutes discrimination in the workplace
- Hear about the latest developments on human rights in the workplace
- Understand the duty to accommodate and policies that address medical marijuana
- Managing risks: when failure to accommodate amounts to discrimination

3:45 - 4:45

Occupational Health and Safety in Indigenous Organizations

Dwayne Clayden, Former Director of Operations, Emergency Services, and Emergency Management, Stoney Nakoda First Nation

- Learn how to develop and implement a safety management system
- Due diligence: what does it mean and how to keep workers safe
- Latest developments in conducting hazard assessments and supervisory responsibilities
- Develop a health and safety culture that focuses on prevention
- Support Indigenous organizations on compliance with provincial and federal laws on occupational health and safety

4:30

End of Day Two

Human Resource Management

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DAY THREE PROGRAM AGENDA: THURSDAY, DECEMBER 6, 2018

7:30 - 8:30 Continental Breakfast

8:30 - 8:40

Opening and Remarks from Chair

8:40 - 9:40

TOPIC TBA

9:40 - 10:40

Leading the Advancement of Information Technology for Indigenous Organizations

- Improve performance while reducing costs
- Learn how to work towards equitable access to technology
- Insights into how online softwares can help reduce costs
- Tools to advance sovereignty in the digital age
- Strategies to increase competitiveness in the technology and innovation sector

10:40 - 11:00

Networking Break



11:00 - 12:00

Leadership in a Complex and Changing Environment

Allan Nixon, President, The Borealis Group

- Public/Private Sector similarities and differences
- The business of service delivery
- Building a high performing team
- Employee engagement
- Innovation

12:00 - 1:00

Luncheon Break

1:00 - 2:00

Enhancing Capacity Building and Policy Development

- Understand Indigenous workforce retention issues in areas such as: training, working environment and management
- 5 practical tools to increasing learning and training funds
- Learn how to craft a great story about your policy idea, influence decision makers and implement it
- Identify actions and approaches required to sustain your workforce and economy
- Explore how a strategic plan can guide your progress

2:00 - 2:15

Networking Break



2:15 - 3:15

Employment Issues and Considerations for Indigenous Organizations

- Learn how to break down barriers to advance an Indigenous labour force in Canada
- Explore new forms of organization and key elements of modern technology
- Insights into how to undertake a needs analysis to determine future staffing requirements
- Understand the essentials of recruitment plans, job descriptions, compensation, mentoring and succession planning
- Practical tools to establishing a mentorship program using a value-based model

3:15 - 4:15

Initiating Difficult Conversations to Deal with Lateral Violence

- Challenges and barriers to effective conversations
- Learn how to deal with strong emotions in the workplace
- Lateral violence: what does this mean?
- Discover the impact on Indigenous organizations
- Practical tools to prevent and reduce lateral violence

4:30

End of Day Three

SPONSORSHIP AND EXHIBITION OPPORTUNITIES

If you would like to increase your visibility with health and safety professionals and HR executives, you need to be at *Human Resources Management for Indigenous and Northern Communities*. A limited number of sponsorship options are available.

- Exhibit Space
- Cocktail Reception
- Luncheon
- Breakfast
- Conference Documentation

For more information or to check availability, contact our sponsorship department by telephone at 1.800.474.4829, ext. 224, or by email at sponsorship@infonex.ca. Choose to participate at this event and ensure your brand is front and centre at this great marketing opportunity.

Human Resource Management for Indigenous and Northern Organizations

December 4, 5 and 6, 2018
WHITEHORSE, YUKON

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Organization _____

Name of Approving Manager _____ Title _____

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All prices are subject to GST	GROUP OF THREE OR MORE	GROUP OF TWO	ONE REGISTRANT
One Conference Day	\$899 per person	\$999 per person	\$1,199
Two Conference Days	\$1,599 per person	\$1,699 per person	\$1,899
Three Conference Days	\$2,199 per person	\$2,299 per person	\$2,499

REGULAR FULL PRICE

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LOCATION:

Human Resources Management for Indigenous and Northern Communities will be held at a convenient downtown location in Whitehorse. Detailed venue information will be forthcoming as it becomes available.

YOUR REGISTRATION INCLUDES:

Registration fees include all course materials, continental breakfast, lunch, and refreshments. **Parking and accommodation are not included.**

SPONSORSHIP, EXHIBITION, AND PROMOTIONAL OPPORTUNITIES:

Increase your visibility with Aboriginal HR professionals at *Human Resources Management for Indigenous and Northern Communities*. A limited number of sponsorship options are available.

Contact our sponsorship department by telephone at 1.800.474.4829, ext. 224, or by email at sponsorship@infonex.ca.

CANCELLATION POLICY:

Substitutions may be made at any time. If you are unable to attend, please make cancellations in writing and email to register@infonex.ca or fax to 1-800-558-6520 **no later than November 20, 2018**. A credit voucher will be issued to you for the full amount, redeemable against any other INFONEX course and which is valid for twelve months (one year) from the date of issue.

Registrants who cancel after **November 20, 2018**, will not be eligible to receive any credits and are liable for the entire registration fee.

Confirmed registrants who do not cancel **by November 20, 2018**, and fail to attend will be liable for the entire registration fee.

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