

November 3, 4 & 5, 2020 • Virtual Course

Bringing Indigenous Worldviews into HR Methodology

# Human Resources Management for Indigenous Communities

*Helping you Build Successful Indigenous Workplace Inclusion Strategies*



## YOUR FACULTY

**CONFIRMED PARTICIPANTS INCLUDE:**



**Sparrow Rose**  
**Dnaagdawenmag**  
**Binnoojiiyag Child & Family Services**



**Rachelle Dallaire**  
**Indigenous Perspectives Society**



**Dr. Jason Walker PsyD, PhD**  
**MasterCoach.ca**



**Tanya Clarke-Marinelli**  
**Aboriginal Chamber of Commerce**



**Curtis Copegog**  
**Dnaagdawenmag**  
**Binnoojiiyag Child & Family Services**

... and more

Effective HR Management means a stronger workforce, better retention, improved competencies and reduced exposure to legal risks. HR best practices also results in less absenteeism, a healthier workplace environment and greater overall success for your organization. Reaching your goals of improved capacity and stability in your workforce will help you meet the challenges of day to day operations as well as long term forecasting. This conference on HR Management for Indigenous Communities will prepare you to meet and exceed these goals with a blend of traditional methods, new techniques and a forward-looking approach to getting the best from your team and community resources.

### Benefits of Attending:

- Incorporate tradition in HR Management Approaches
- Position Indigenous women for management roles
- Hear best practices and good governance to achieve results
- Learn about compassionate leadership techniques
- Deal with lateral violence and bullying
- Explore conflict resolution techniques using traditional practices
- Hear about legal updates on managers and overtime requirements
- Insights into duty to accommodate substance use and mental health
- Manage Indigenous HR in urban environments
- Build healthcare HR capacities in your community
- Make the most of your HR Team and Resources



**REGISTER TODAY!**

**Call Cynthia 416.507.4202 or**

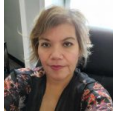
**Email: charfenmeister@infonex.com www.infonex.com**

# Human Resources Management for Indigenous Communities

November 3, 4 & 5, 2020 • Virtual Course

## DAY ONE PROGRAM AGENDA: TUESDAY, NOVEMBER 3, 2020

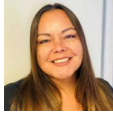
10:30 - 10:45 EST ( 07:30 - 07:45 PST )



### **Welcome and Opening Remarks from the Chair**

**Shawna Cote, Human Resources Specialist, PeePeeKisis First Nation**

10:45 - 11:45 EST ( 07:45 - 08:45 PST )



### **Encompassing Indigenous Culture Throughout the Employee Life Cycle**

**Sparrow Rose, Director, Human Resources, Dnaagdawenmag Binnoojiiyag Child & Family Services**



### **Curtis Copegog, Cultural Services Supervisor, Dnaagdawenmag Binnoojiiyag Child & Family Services**

From onboarding to the exit interview, how to build and maintain a culturally intelligent and engaged workforce through:

- Employee onboarding, learning and development
- Cultural support services
- Human Resources policies, procedures and programs

11:45 - 12:45 EST ( 08:45 - 09:45 PST )



### **Indigenous Lateral Violence in the workplace**

**Shawna Cote, Human Resources Specialist, PeePeeKisis First Nation**

- What is Lateral Violence
- How does this aspect affect employees that work for a Band?
- How do we change the corporate culture of a community?
- What are our truths in HR with Lateral Violence on the First Nation?
- Within HR what can we do to change for our future generations?

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12:45 - 13:30 EST ( 09:45 - 10:30 PST )      Break

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13:30 - 14:15 EST ( 10:30 - 11:15 PST )



### **Immersing your Indigenous Organizational Values into Employee Feedback Programs**

**Sparrow Rose, Director, Human Resources, Dnaagdawenmag Binnoojiiyag Child & Family Services**



### **Curtis Copegog, Cultural Services Supervisor, Dnaagdawenmag Binnoojiiyag Child & Family Services**

Dnaagdawenmag Binnoojiiyag Child & Family Services will explore their experiences with developing cultural competencies using the 7 Grandfather Teachings:

- Evaluating employee behaviours during 1:1 sessions and performance reviews
- Coaching, feedback and performance management

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## DAY ONE PROGRAM AGENDA: TUESDAY, NOVEMBER 3, 2020

14:15 - 15:00 EST ( 11:15 - 12:00 PST )



### **Compassionate Leadership**

**Tanya Clarke-Marinelli, CEO, TC Training Services & Executive Board of Director, Aboriginal Chamber of Commerce**

- Open communication
- Modeling and supporting
- Leaders creating leaders
- Building trust and encouraging employees to take on projects
- Making contributions and taking risks VS using criticism as self-perfection
  - Hiding behind sarcasm
  - Being the knower and being right VS being the learner and getting it right
  - High Performance Organization (HPO) Scores

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15:00 - 15:45 EST ( 12:00 - 12:45 PST )      Break

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15:45 - 16:30 EST ( 12:45 - 13:30 PST )

### **Probationary Periods and Reviews - Using them Correctly and Getting the Best out of your Review Process**

**Jennifer D. Wiegele, Partner, Mathews, Dinsdale & Clark LLP**

There are many misconceptions surrounding the laws about probationary periods and probationary reviews.

In this session, we will cover the following:

- legal requirements for an enforceable probationary clause in an employment contract;
- the importance and significance of using probationary periods;
- legal requirements for conducting probationary reviews;
- different types of reviews – pros/cons;
- tools for conducting effective probationary reviews; and
- tools for Chief and Council to evaluate its Band Administrator/ED/CAO.

We hope all participants will leave with a clear understanding of how to effectively use probationary periods and with tools to conduct evaluations on all employees, including Band Managers.

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## DAY ONE PROGRAM AGENDA: TUESDAY, NOVEMBER 3, 2020

16:30 - 17:15 EST ( 13:30 - 14:15 PST )



### **Preparing your Organization for Self-Governance**

**Angela Wesley, Commissioner, BC Treaty Commission**

- Vision and Strategic plan
- Developing a Constitution
- Capacity Building and Institutional Development
- BC Treaty Commission Human Resource Toolkit
- The Importance of Community Engagement

17:15 EST ( 14:15 PST )



### **Closing Remarks from the Chair**

**Shawna Cote, Human Resources Specialist, PeePeeKisis First Nation**

### **SPONSORSHIP AND EXHIBITION OPPORTUNITIES**

Increase your visibility with senior business strategy, technology, analytics, and business intelligence professionals at *Human Resources Management for Indigenous Communities*. A limited number of sponsorship options are available.

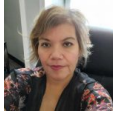
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# Human Resources Management for Indigenous Communities

November 3, 4 & 5, 2020 • Virtual Course

## DAY TWO PROGRAM AGENDA: WEDNESDAY, NOVEMBER 4, 2020

10:30 - 10:45 EST ( 07:30 - 07:45 PST )



### **Welcome and Opening Remarks from the Chair**

**Shawna Cote, Human Resources Specialist, PeePeeKisis First Nation**

10:45 - 11:45 EST ( 07:45 - 08:45 PST )



### **Innovative Sector Focused Training Approaches**

**Jason Rasevych, President, Anishnawbe Business Professional Association**

- Forestry 101 / Industry at a Glance
- Back to the land training
- Essential Skills / Like Skills
- Specialized trades training and heavy equipment operator training
- Cultural Awareness in the Workforce

11:45 - 12:45 EST ( 08:45 - 09:45 PST )



### **Trauma in the Workplace**

**Tanya Clarke-Marinelli, CEO, TC Training Services & Executive Board of Director, Aboriginal Chamber of Commerce**

- Why is Trauma Recovery needed in the workplace
- Why healing from trauma should be encouraged
- How healing from trauma can increase productivity
- Why moving your body reduces stress and illness
- Foods that can fuel your employees all day
- Avoiding burnout

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12:45 - 13:30 EST ( 09:45 - 10:30 PST )      Break

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13:30 - 14:30 EST ( 10:30 - 11:30 PST )



### **Embedding Reconciliation Frameworks as a Tool for Indigenous Inclusion**

**Cheryl Brooks, President, Indigenuity Consulting Group Inc.**

- Reconciliation nuts and bolts
- Organizational challenges and barriers
- Your customized approach

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## DAY TWO PROGRAM AGENDA: WEDNESDAY, NOVEMBER 4, 2020

14:30 - 15:30 EST ( 11:30 - 12:30 PST )



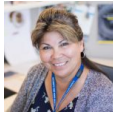
### **Recruiting, Interviewing & Retaining Indigenous Talent for Remote Northern Communities**

**Elise Demeo, Human Resources Advisor, Nishnawbe Aski Police Service**

- My Experience Recruiting Talent for Remote Northern Communities in Ontario for Over eight (8) Years
- Breaking Away from Formal Interviewing Styles
- Recruiting & Attracting Indigenous Applicants
- Retaining & Supporting Your Talent

15:30 - 16:15 EST ( 12:30 - 13:15 PST )      Break

16:15 - 17:15 EST ( 13:15 - 14:15 PST )



### **Skills Development and Capacity Building with Indigenous Communities: Supporting the Solutions**

**Rozella Johnston, Indigenous Employment and Training, Human Resources, Bruce Power**



**Marsha Roote, Indigenous Employment & Training Specialist, Indigenous Employment Program, Bruce Power**

- Best Practices in Attracting, Employing and Retaining Indigenous Employees
- Challenges in Building a local workforce
- Building Relationships and Creating Indigenous Community Partners
- Increasing Organizational and Program Capacity
- Training and Retaining Indigenous Talent - Looking Ahead

17:15 EST ( 14:15 PST )



### **Closing Remarks from the Chair**

**Shawna Cote, Human Resources Specialist, PeePeeKisis First Nation**

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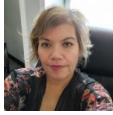
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## DAY THREE PROGRAM AGENDA: THURSDAY, NOVEMBER 5, 2020

10:30 - 10:45 EST ( 07:30 - 07:45 PST )



### **Welcome and Opening Remarks from the Chair**

**Shawna Cote, Human Resources Specialist, PeePeeKisis First Nation**

10:45 - 11:45 EST ( 07:45 - 08:45 PST )



### **Embracing Conflict from a Trauma Informed Perspective**

**Dr. Jason Walker PsyD, PhD, Master Coach | Mediator | Arbitrator | Therapist | CEO, MasterCoach.ca**

- Are you feeling like you're spending the majority of your time managing people issues? Are you ever wanting to avoid the conflict because it's in the "too hard" pile? Wondering why a certain employee always seems to "push back" on everything? You are not alone!
- Conflict in the workplace is inevitable because when people come together there is always going to be conflict. The question becomes, how do we manage conflict in a safe, effective and respectful way? The answer is yes not only is it possible we can do this while incorporating culture, tradition and employment standards!
- This workshop will take you on a journey towards understanding the power of trauma informed practice within a workplace context. You will learn how to identify and better manage high conflict situations while building even stronger positive relationships with your workmates. Participants will develop their knowledge on resolving conflicts the right way along with the basic principles of collaborative mediation and how to access external neutral resources to coach, mentor and resolve some of those really messy workplace 'people' challenges

11:45 - 12:45 EST ( 08:45 - 09:45 PST )



### **Good Practices Supporting Indigenous People in the Workplace**

**Rachelle Dallaire, Executive Director, Indigenous Perspectives Society**

- Indigenous approaches to recruitment
- Policies that support Indigenous people in the workplace
- Cultural practices that facilitate wellness in the workplace
- Celebrating with Ceremony

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12:45 - 13:30 EST ( 09:45 - 10:30 PST )      Break

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13:30 - 14:15 EST ( 10:30 - 11:15 PST )

### **First Nation Tax Immunity: a Guide for Employers**

**Maxime Faille, Partner, Gowling, WLG**

- Are my status Indian employees exempt from tax?
- Structuring and running your organization to secure tax exemption for status Indian employees
- How do I protect my organization?

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## DAY THREE PROGRAM AGENDA: THURSDAY, NOVEMBER 5, 2020

14:15 - 15:00 EST ( 11:15 - 12:00 PST )



### **Indigenous Legal Considerations for Human Resources Management**

**Darwin Hanna, Partner, Callison & Hanna Indigenous Advocates**

- Covid considerations for the Indigenous Workplace
- Duty to accommodate: substance abuse and mental health issues
- Unjust Dismissal Case Law Update
- Best practices re: Social Media in the workplace

15:00 - 15:45 EST ( 12:00 - 12:45 PST )      Break

15:45 - 16:30 EST ( 12:45 - 13:30 PST )



### **Hiring, Onboarding & Orientation in the Age of COVID-19**

**Sabine Bell, HR Consultant, Jouta Performance Group**

16:30 - 17:15 EST ( 13:30 - 14:15 PST )



### **Engagement + Autonomy = Productivity**

**Sabine Bell, HR Consultant, Jouta Performance Group**

17:15 EST ( 14:15 PST )



### **Closing Remarks from the Chair**

**Shawna Cote, Human Resources Specialist, PeePeeKisis First Nation**

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## REGISTER BY PHONE, ON-LINE, OR IN THESE 3 EASY STEPS!

### 1 PRINT YOUR NAME AND CONTACT INFORMATION

Full Name \_\_\_\_\_ Title \_\_\_\_\_

Organization \_\_\_\_\_

Telephone (\_\_\_\_) \_\_\_\_\_ Ext \_\_\_\_\_ Fax (\_\_\_\_) \_\_\_\_\_

Email address \_\_\_\_\_

Name of Approving Manager \_\_\_\_\_ Title \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Province \_\_\_\_\_ Postal Code \_\_\_\_\_

Company's main line of business \_\_\_\_\_ Number of Employees \_\_\_\_\_

### 2 SELECT YOUR PREFERRED PAYMENT METHOD

Prices subject to GST / HST	Full Price	Register by September 25
Course for 1 Registrant	CAD \$ 2,399	CAD \$ 1,799



**Method of Payment:**  VISA  MasterCard  Cheque enclosed, payable to INFONEX Inc.

Cardholders Name: \_\_\_\_\_

Card Number: \_\_\_\_\_ Exp. Date: \_\_\_\_\_ / \_\_\_\_\_

CVV / CSC: \_\_\_\_\_ Signature: \_\_\_\_\_

Please check box if you are GST / HST exempt Exemption # \_\_\_\_\_

### 3 SEND US YOUR REGISTRATION

GST / HST No. R134050012

**EMAIL:** charfenmeister@infonex.com **WEBSITE:** www.infonex.com

**TELEPHONE:** 416.507.4202 (Cynthia) **MAIL:** INFONEX INC.  
330 Bay Street, Suite  
1500  
Toronto, ON M5H 2S8

#### VIRTUAL COURSE:

*Human Resources Management for Indigenous Communities* will be held as a virtual on-line conference. Details on how to access and participate in the event will be sent to all confirmed delegates prior to run date.

#### SPONSORSHIP, EXHIBITION, AND PROMOTIONAL OPPORTUNITIES:

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#### 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.com](mailto:register@infonex.com) or fax to 1.800.558.6520 **no later than October 20, 2020**. 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 **October 20, 2020**, will not be eligible to receive any credits and are liable for the entire registration fee.

Confirmed registrants who do not cancel by **October 20, 2020** and fail to attend will be liable for the entire registration fee.

**DISCOUNT CODE: 1368-CH**

