



Employment Skills Access Program Leadership and Capacity Building for First Nations

The Leadership and Capacity Building for First Nations program provides participants with the practical skills necessary for establishing and maintaining strong relationships: a critical element in locating and maintaining meaningful employment. The program supports the principle that all of us are leaders - at home and at work – whether we are co-workers, supervising team members on the job or parents. The program builds from two foundational courses: "The Essential Skills of Leadership" and "The Essential Skills of Communicating" guiding participants through a range of topics such as financial management, business writing, leading successful projects, providing feedback, improving work habits, resolving conflicts and managing change, and motivating team members.

Tuition and materials are available for participants that meet the criteria of the ESA program.

What will participants study?

The program consists of the following courses delivered over 18 days:

Course

- Essential Skills of Leadership
- Essential Skills of Communicating
- Achieving Communication Effectiveness
- Managing Complaints
- Resolving Conflicts
- Supporting Change
- Developing Personal and Professional Goals
- Professionalism in the Office
- Improving Work Habits
- Motivating Team Members
- Financial Management for Everyone
- Solving Workplace Problems
- Business Writing Fundamentals
- Developing and Coaching Others
- Providing Performance Feedback
- Leading Successful Projects – (3 days)

"I now know how to handle pretty much any given situation in a positive way to get positive results."

ESA program participant

"As a First Nations person it's hard to find your voice.....I found my communication skills and my voice."

ESA program participant



Program Locations and Dates

Participants can register in any one of the following six intakes:

Vancouver Island University - Nanaimo

Intake 1 – January 16 – March 8, 2012

Intake 2 – June 4 – August 1, 2012

Camosun College – Victoria

Intake 1 – January 31 – March 21, 2012

Intake 2 – April 2 – May 30, 2012

North Island College – West Coast & Port Hardy

Intake 1 – March 26 – May 24, 2012 (West Coast)

Intake 2 – April 3 – May 11, 2012 (Port Hardy)

"This program not only helped with my work, it also helped improve my parenting skills because I have implemented what I learned into how I communicate with my children and my family as well."

ESA program participant

Note: Any of the above intakes could potentially be held in community should there be sufficient enrollment, and upon approval of the individual institution. Please contact Marion Knost for more information about this option. Eligible students will receive a detailed course schedule.

Eligibility

The Employment Skills Access program is designed to assist unemployed, or low skilled individuals gain employment. All tuition and books are included for participants that meet the eligibility criteria of the ESA program which are that the person:

- Is unemployed
 - Cannot be on EI or attached to EI in the past three years, or
- Is low skilled and employed, and:
 - Has not completed high school or
 - Has completed high school, but do not have any post-secondary education

To learn more and see if you are eligible, please contact:

Marion Knost, ESA Program Manager

Telephone: 250-740-6364

Cell: 250 710-1106

Email: marion.knost@viu.ca



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