



Caring for
First
Nations
Children
Society

Application for Registration Voluntary Services Training

Please respond to the questions in the registration form and fax completed form(s) back to our office.

Time: 8:30 a.m. – 4:30 p.m.

Date: Weeks 1-2: September 22 – Oct 3, 2008
Weeks 3-5: October 20 – November 7, 2008
Week 6: November 24-28 2008
Weeks 7-8: December 8-19 2008

Location: Abercorn Inn Best Western Hotel
9260 Bridgeport Road, Richmond BC
Phone Toll Free: 1 (800) 663-0085
www.abercorn-inn.com

Please call the hotel to book your room at the government rate of \$99.00/single/night plus applicable taxes. Please book for the entire time of your training to ensure you have a room. Remember to say you are training with Caring for First Nations Children Society.

Please Note: Participants will be responsible for their Hotel and incidental costs.

Please fax to: Carol McFadden, Program Coordinator
Caring for First Nations Children Society
Fax: (250) 652-3399 Ph: (250) 652-9899 ext 233

Please return no later than AUGUST 22, 2008. We will be confirming all registrations. Thank you!



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Application for Registration Form

NOTE: To prevent delay in registration, please complete the following forms in full. Please type or print.

1. Please register me in the following training courses:

- I understand that I must meet the eligibility criteria determined by the Director of Child Protection.

Please register me into the following training:

Voluntary Services Training:

Weeks 1-2 (Voluntary Services) Sept 22-Oct 3, 2008

Weeks 3-5 (Voluntary Services) Oct 20-Nov 7, 2008

Guardianship Training:

Week 6 (Guardianship) Nov 24- 28, 2008

Child Protection Training:

Week 7-8 (Child Protection) Dec 8-19, 2008

2. Personal & Aboriginal Agency Information

Name (last, first, middle initials): _____

Emergency Contact Person: _____

Emergency Contact Telephone Number: _____

Aboriginal Child & Family Service Agency: _____

Agency Address: _____

Phone: _____ Fax: _____

Agency Supervisor: _____

Field Supervisor: _____

My Email Address is: _____



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3. Education & Experience Information

Post-secondary Education

Program: _____

Institution: _____

Completed? Yes No

If no, please indicate the portion of program completed (i.e. 1 yr)

Program: _____

Institution: _____

Completed? Yes No

If no, please indicate the portion of program completed (i.e. 1 yr)

4. Program information

Do you have any special requirements for classroom learning?

If yes, please describe: _____

I certify that all of the information in this application is true and complete.

Signature: _____ Date: _____

Training Agreement
Orientation to Training for Participants in the Aboriginal Social Work
Training Program (ASWT)
September 2008

Please review the following information with participants and return a signed copy with the registration package. The following information relates to expectations for participants in the ASWT. While this may sound obvious before training begins, experience tells us that participants tend to forget once the reality of the training process begins.

Delegation training is intended to provide participants with information regarding “best practice” in Aboriginal child welfare in the province of British Columbia. The information provided is generalist based; the trainee is expected to take the information and apply the knowledge prescribed by the agency mandate, AOPSI, legislation, and supervisor.

The trainee is representing the Agency in a training session that results in delegation to practice child welfare in British Columbia. Consequently, the need to attend and participate in all sessions is necessary if the trainee is to develop a framework for safe practice in BC. Therefore, the trainee is expected to:

- Attend all classes – attendance, including tardiness, is taken each day and attendance sheets are sent to the supervisor and the Director of Child Protection for review.
- Arrive on time each day and remain for the day unless with prior approval by the Agency supervisor and the instructors have been informed.
- Commit to a team and adult learning approach which includes respect for self and others.
- Recognize that the trainee represents the agency and consequently actions of the trainee reflect on the agency.

The learning environment is interactive and open. However, there is a lot of material to be covered. As such, being prepared for training is important if participants want to get the most out of their 8 weeks. This includes:

- Bringing all resource material (i.e. CFCSA; AOPSI; Training Binder, CFCS Regulations; Court Rules, etc) to class as required. This material will be distributed by the Instructors throughout training. It is the Trainee’s responsibility to ensure that this material is brought back as required throughout the duration of the training.
- Participating in all training activities
- Receiving instruction/direction solely from the Instructors

It is expected that trainees will be required to review materials and study for the delegation test beyond class hours. If trainees require assistance in studying or preparing for the delegation test, Instructors are available to assist participants in establishing a study plan.

We recognize that the information provided, on occasion, is impacting or upsetting to a trainee. Participants are to develop strategies for self-care and can ask the Instructor for assistance if necessary.

Methods for resolving conflict, either inter-personal or intra-personal will proceed in a step-wise fashion and are as follows:

- A discussion regarding the conflict will be initiated at either the Instructor or the trainee's initiative in a neutral setting.
- If unsuccessful at resolving the conflict, others may be included to assist. Other people to be included to assist in the resolution and to develop a strategy to resolve the conflict may include: the Training Coordinator, the Trainee's Supervisor and or the Executive Director at his/her respective Agency.
- There may be situations that remain irresolvable in which case, in consultation with the agency supervisor, the trainee may be asked to leave the training and would not be eligible for delegation. Should this occur, the trainee could register for future training sessions providing the conflict has been successfully resolved and the issues have been addressed.

Any concerns that a participant has during the training can be addressed directly with the Instructors; to the Training Coordinator, Grace Atkinson, the agency Supervisor or the Executive Director who will address the concerns with the training coordinator.

The Agency recognizes that throughout the duration of the training the trainee is expected to focus his/her attention and energies on the training and consequently agrees to ensure that the Trainee is not interrupted during training (except in the case of an emergency).

An important component of the ASWT is the field placement that accompanies the in-class training. The trainee and Supervisor agree to make arrangements to meet and develop a field-training plan for completion of the required activities under the supervision of a suitable field placement supervisor in the week following the respective levels of training. If there are any questions or concerns around the field training, the trainee or field supervisor will contact the Instructor to assist in resolving the concerns.

I understand the information that has been explained to me and agree with the provisions as set out above:

Trainee

Supervisor

Date