



Caring for
First
Nations
Children
Society

Application for Registration Voluntary Services Training

Please respond to the questions in the registration form and fax completed forms back to our office. Any incomplete forms may result in a delay in registration.

Date: Weeks 1-2: Sept 20 - Oct 1 2010
Weeks 3-5: Oct 18 - Nov 5 2010
Week 6: Nov 22 - 26 2010
Weeks 7-8: Dec 6 - 17 2010

Time: 8:30 a.m. – 4:30 p.m.

Location: Caring for First Nations Children Society
664 Granderson Rd Victoria BC V9B 2R8
Phone: (250) 391-0007
www.cfncs.com

The following link is a map of our location

<http://www.mapquest.com/maps/main.adp?countrycode=41>

Please Note:

Participants will be responsible for their Hotel, travel arrangements and incidental costs. The society will provide complimentary muffins and coffee for the first Monday morning of each week only. I am including a couple of websites for hotels that are in the vicinity of our training centre for your convenience. Please call the hotel to book your room at the government rate and remember to book for the entire time of your training to ensure you have a room. If booking with Four Points

Sheraton callers **must** request the Caring for First Nations Children Society rate at time of booking, to ensure you receive this rate please speak with: Olga Mrochak, Front Office Manager at Toll Free 1-877-474-6063 or Direct 1-250-391-5065

omrochak@fourpointsvictoriagateway.com

<http://www.starwoodhotels.com/fourpoints/property/overview/index.html?propertyID=1561>

<http://www.bearmountain.ca/Home/Stay/TheWestinHotel.aspx>

Please fax
completed
forms to:

Caring for First Nations Children Society
Tina Summers, Training Administrative Assistant
Fax: (250) 391-0002

Please return no later than September 3, 2010. 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.

I understand that I must meet the eligibility criteria determined by the First Nations Director of Child Welfare at MCFD.

If you have any questions regarding eligibility for delegation please contact: Marika Czink at Marika.Czink@gov.bc.ca

1. Please register me into the following training courses:

Voluntary Services Training:

Weeks 1-2 (Voluntary Services) Sept 20 – Oct 1 2010

Weeks 3-5 (Voluntary Services) Oct 18 – Nov 5 2010

Guardianship Training:

Week 6 (Guardianship) Nov 22 - 26 2010

Child Protection Training:

Week 7-8 (Child Protection) Dec 6 - 17 2010

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: _____

Do you have any medical conditions that we need to be aware of?

Example: Allergies, food, etc.

If yes, please describe: _____

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

Signature: _____ Date: _____

Training Agreement Orientation for Participants in the Aboriginal Social Work Training Program (ASWT) September 2010

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.

Participants need to know that while this is the Aboriginal Social Work Training Program, both Aboriginal and non-Aboriginal staff hired by agencies attends this training. The training is written and delivered within an Aboriginal context and many non-Aboriginal participants are challenged with issues they may not have encountered until they enter this training. All participants are asked to be patient with each other while you learn.

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 their supervisor.

The trainee is representing their Agency in a training session, resulting 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 MCFD.
- Arrive on time each day and remain for the day, unless prior arrangement has been made with your 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 their 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 eight 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
- Bring with you to training anything you need to assist you with your own learning (pens, paper, highlight pens; post-its, etc)

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 can 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 at your agency, 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 following: Instructors, The Program Coordinator – Carol McFadden, Training Manager – Kim Grzybowski and the Executive Director of CFNCS – Linda Lucas.

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 delegated 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