

The Justice Institute of British Columbia

Extension Programs Calendar

May–August, 1990

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For more information about any of these programs
and to enquire about registration, contact:

Justice Institute of B.C.
4180 West 4th Avenue, Vancouver, B.C. V6R 4J5
Telephone: 228-9771 Local 311

Accident Investigation



The Pacific Traffic Education Centre (PTEC) is a joint venture of the Justice Institute of BC and the Insurance Corporation of BC. Launched in 1988, PTEC has been established to reduce the number and severity of traffic accidents in BC by offering advanced driver training and traffic accident investigation courses, conducting traffic research, and participating in other forms of traffic safety training. Fee-for-service courses are co-sponsored with Extension Programs.

HAZARD OCCURRENCE/ACCIDENT INVESTIGATION (#MGMT222)

Resource People: Len Bosch, independent insurance adjuster with a background in investigative work with private industry and the RCMP; Al Lund, Program Director, Pacific Traffic Education Centre, Justice Institute; Warne Lynd, Accident Analyst, Police Academy, Justice Institute.

This course has been designed for supervisors/safety coordinators who investigate industrial or motor vehicle incidents on behalf of their organization and is available to organizations on a contract basis. Content for the course includes on-site investigations (identification, collection and preservation of evidence; note taking techniques; interviewing and obtaining statements from witnesses) and preparation of an investigator's report including cause analysis and recommendations. Through the use of simulations, participants will demonstrate proper skills and techniques related to on-site investigations. For more information about a contract for your organization, contact Al Lund, 228-9771, local 339.

TRAFFIC ACCIDENT INVESTIGATION: Level One (#PTEC100)

Dates: **June 12-14**, 8:30 a.m.-4:30 p.m.

Fee: \$395

Resource Person: Don Le Comte is an accident reconstruction specialist and Director of the Pacific Institute of Traffic Safety Inc. He is a retired member of the RCMP with expertise in forensic accident analysis who has given expert testimony in Saskatchewan, Alberta and British Columbia. He is a graduate of Northwestern University's Traffic Institute and the University of North Florida's Institute of Police Technology and Management.

This course has been designed for fleet safety supervisors, peace officers, safety administrators, insurance adjusters and others with an interest in or responsibility for investigating motor vehicle accidents. The three-day course will include an introduction to damage evaluation and crash dynamics, interpretation of accident scene evidence, accident photography, measures and field sketches and interviewing drivers/witnesses. Candidates who successfully complete projects and a final exam will be qualified to take a Level Two course dealing with on-scene accident investigation.

Children and Youth



NEW CERTIFICATE PROGRAM WORKING WITH TROUBLED AND TROUBLING ADOLESCENTS:

A Certificate Program for Practitioners (#CY135)

Dates: **See fall calendar for dates**

Fee: \$600 for 12 sessions

Resource Person: Penny Parry, Ph.D. Dr. Parry has worked in the child and youth care field for over 15 years in both clinical and academic settings, is the former Director of the School of Child and Youth Care at the University of Victoria, and is currently a staff training and direct care consultant.

This certificate program has been designed to improve the knowledge base and skill level in assessment and intervention of practitioners who work with adolescents in either community or residential settings. The assessment/intervention framework presented in the program draws on three theoretical perspectives: 1) normative development; 2) psycho-educational model of re-education of troubled youth; and 3) a stress-coping model of developmental outcome.

A certificate of achievement will be issued to participants who successfully complete the program and the required four elective workshops. For a brochure describing program structure, content and eligibility, contact Registration Office at 228-9771, local 311.

ART AND PLAY THERAPY: Treatment Approaches for Children Who have Suffered a Loss (#CY104)

Dates: **April 27 and Saturday, April 28** in Vancouver,
May 25 and Saturday May 26 in Fort St. John,
and June 7-8 in Victoria

Fee: \$125 in Vancouver; \$150 outside the
Lower Mainland

Resource Person: Marie Jose Dhaese, M.Ed. Ms. Dhaese is a certified and registered art and expressive therapist specializing in play therapy.

This workshop is directed toward therapists, social workers, child care workers and mental health professionals who are currently working with children three to twelve years of age who have suffered a loss through death or divorce. Content will cover the function of art and play therapy through the developmental stages, stages of grief and coping mechanisms, and practical concerns related to the use of art and play therapy.

Unless otherwise indicated, courses will be held at the Justice Institute
and will be in session from 9:00 a.m. to 5:00 p.m.

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CRISIS INTERVENTION WITH CHILDREN AND YOUTH (#CY128)

Dates: **May 11 and Saturday, May 12** in Prince George
Fee: \$135

Resource Person: Arden Henley, M.A., manager of children's residential services at Peace Arch Community Services and family therapist with the Peace Arch Children's Treatment Centre.

This workshop is directed toward staff working in residential and community settings or foster parents working with challenging youth. Content will cover critical signs and symptoms of dysfunctional behaviour in children and youth, responding to potentially violent situations, introducing and implementing a crisis intervention model, and developing preventive approaches to further crises. Co-sponsored with Prince George Mental Health Centre. (An elective in the Working with Troubled and Troubling Adolescents certificate program.)

WORKING WITH PRE-DELINQUENT AND DELINQUENT YOUTH I (#CY124)

Date: **May 11–12**

See Crime Prevention category for workshop description.

EMPOWERING YOUTH THROUGH PROBLEM SOLVING (#CY139)

Dates: **May 22–23 or July 23–24**

Fee: \$150

Resource People: Paula Temrick and Stacey Holloway, instructors in the Centre for Conflict Resolution Training Program and consultants and trainers in private practice.

In conflict situations adolescents frequently make decisions based on fear, assumptions and impulse. Adults often give them advice based on their interpretation of the events and their own personal needs. As a result, there is no ongoing commitment on the part of the young person to follow through. This workshop, directed toward youth and child care workers and other practitioners working with adolescents, will model problem solving techniques that can be used to guide young people through a conflict situation. Participants will learn to facilitate a process whereby adolescents can consider the circumstances, concerns and assumptions that motivate their behaviour, develop their own critical thinking and problem solving skills, and begin to make decisions that successfully meet their underlying needs. Participants are expected to have already taken either Anger Management with Youth or Critical Skills for Communication in Conflict Situations. (An elective in both the Conflict Resolution and Working with Troubled and Troubling Adolescents certificate programs.)

ADOLESCENT SUICIDE: Prevention, Intervention and Postvention (#EP154)

Dates: **May 24–25** in Kelowna and **June 6–7** in Prince George

See Crime Prevention category for workshop description.

MANAGING CHALLENGING BEHAVIOUR WITH ADOLESCENTS (#CY136)

Dates: **June 4–5**

See Group Homes and Residential Care category for workshop description.

PATHWAYS TO SOLUTIONS: Brief Family Therapy with Substance Abusing Adolescents (#CY114)

Dates: **June 15 and Saturday June 16**

Fee: \$150

Resource Person: Matthew Selekman, M.S.W., family therapy supervisor at the Des Plaines Valley Community Centre in Summit, Illinois, and a private practitioner specializing in family therapy with adolescent and adult substance abusers. He is the co-author of *Family Therapy Approaches with Adolescent Substance Abusers*, a clinical certified substance abuse counsellor, and both a clinical member and approved supervisor in the American Association for Marriage and Family Therapy.

Frequently, difficult youth and their families have experienced multiple treatment failures and have been labelled “resistant,” “enmeshed” and “chemically dependent.” These labels further perpetuate stereotypes about this population. In this workshop, a family wellness approach for responding to substance abusing adolescents will be presented which capitalizes on the strengths and resources of family members to create a context for change. The major emphasis of this pragmatic family therapy approach is on what works, rather than what is wrong with the family. Co-sponsored with Odyssey Adolescent Substance Abuse Program. (An elective in the Working with Troubled and Troubling Adolescents certificate program.)

ANGER MANAGEMENT WITH YOUTH (#CR720)

Dates: **July 4–6**

See Conflict Resolution category for workshop description.

Conflict Resolution



The Justice Institute, through its Centre for Conflict Resolution Training, is committed to the development and delivery of extensive training in conflict resolution. Most courses are limited to 20 participants. Individualized learning is facilitated by trained skills coaches including video feedback.

The Centre offers a Conflict Resolution Certificate Program, the only one of its kind in Canada, consisting of 210 hours of classroom training and two skills assessments. Students interested in pursuing the Certificate Program are encouraged to begin their studies with course #CR100. Those who have had no previous training in this field would also likely benefit from taking course #CR735 as an entry course. For further details, contact 228-9771, local 224.

TRAINING STAFF

Most courses in the centre are delivered by:

Randy Boychuck, M.A., Ph.D. (candidate), counsellor and trainer in private practice;

Michael Fogel, LL.B., J.D., M.Ed. (Counselling), mediator and counsellor in private practice; Director of Mediation Services with B.C. International Commercial Arbitration Centre;

Mario Govorchin, trainer, consultant and adolescent psychiatric worker;

Karen Haddigan, mediator in private practice; Project Co-ordinator, Inner City Housing;

Stacey Holloway, consultant and counsellor in private practice specializing in youth and education;

Marg Huber, trainer and mediator in private practice; Chairperson, Westcoast Mediation Services;
Arthur Ridgeway, Ph.D., registered psychologist, consultant and trainer in private practice;
Paula Temrick, mediator and counsellor in private practice; education consultant; Vice-Chairperson, Westcoast Mediation Services.

Other instructors with complementary expertise and specializations are also involved.

CONFLICT RESOLUTION I: Dealing with Interpersonal Conflict (#CR100)

Dates: **May 1, 3, 8, 10** (7–10pm), and **Saturday May 12 in White Rock** (location TBA), Paula Temrick and Stacey Holloway (for registration or information please call South Surrey/White Rock Continuing Education at 531-1515);

May 23–25, Karen Haddigan

May 30–June 1, in Victoria, Bedford Hotel, Arthur Ridgeway

July 4–6, Marg Huber

July 16–18, Stacey Holloway

August 13–15, in Kelowna, Paula Temrick; (for registration information and fee call Okanagan College, Continuing Education at 862-5480)

August 15–17, Randy Boychuck

Fee: \$200 (\$240 in Victoria and \$245 in Kelowna)

This course explores the sources and implications of interpersonal conflict within various contexts. Participants will have an opportunity to assess their current approaches to resolving conflicts and to broaden their range of options. An examination of power, expectations, and problem solving will include specific concepts, skills and techniques useful in the resolution of interpersonal conflicts. Emphasis will be on skill development through structured practice and roleplay simulations. *Recommended as a prerequisite for Conflict Resolution II: Dealing with Anger (#CR200).* (A Certificate Program core course.)

CONFLICT RESOLUTION II: Dealing with Anger (#CR200)

Dates: **June 13–15**, Randy Boychuck

July 16–18, Mario Govorchin

August 8–10, Karen Haddigan

Fee: \$200

Angry, hostile or resistant feelings and behaviours are commonly generated in conflict situations. Efforts at resolving the conflict may be ineffective if these feelings are ignored or denied. This course presents theory, techniques and approaches for effectively managing angry feelings and behaviour including confronting, defusing and disengaging in angry conflict situations and moving through anger to constructive problem solving. Emphasis will be on skill development through small group and individual exercises. *Conflict Resolution I: Dealing with Interpersonal Conflict (#CR100) is recommended as a prerequisite for this course.* (A Certificate Program core course.)

MEDIATION SKILLS I (#CR300)

Dates: **May 7–9**, Marg Huber

May 29, 31, June 5, 7 (7–10pm) and **Saturday, June 9, in White Rock** (9am–5pm) (location TBA), Stacey Holloway (for registration or information please call South Surrey/White Rock Continuing Education at 531-1515)

June 20–22, Karen Haddigan

July 11–13, in Victoria, Bedford Hotel, Arthur Ridgeway

July 30–August 1, Michael Fogel

Fee: \$200 (\$240 in Victoria)

Mediation is a practical method for assisting other people in resolving their conflicts and attaining mutual outcomes. The process is useful in a wide variety of settings, including organizations, neighbourhoods, committees, schools and families. This course introduces the concepts, skills and techniques needed to mediate disputes encountered on a day-to-day basis. Emphasis will be on skill development through simulated mediations. (A Certificate Program core course.)

MEDIATION SKILLS II (#CR400)

Dates: **May 28–June 1**, Michael Fogel

July 9–13, in White Rock (location TBA)

Paula Temrick (for registration or information please call South Surrey/White Rock Continuing Education at 531-1515)

August 20–24, Michael Fogel

Fee: \$300

This course prepares the mediator to deal with complex and emotionally charged conflicts. Skills, techniques and theory include power balancing, dealing with resistance and dysfunctional behaviour, mediator interventions and styles. Legal and ethical issues are also addressed. Skill practice sessions are facilitated by trained coaches. Prerequisite: at least four other courses in the Certificate Program, including Mediation Skills I, or by permission of the Co-ordinator. (A Certificate Program core course.)

NEGOTIATION SKILLS I (#CR500)

Dates: **May 28–30**, Marg Huber

June 20–22, in Victoria, Bedford Hotel, Arthur Ridgeway

June 27–29, Michael Fogel

July 23–25, Mario Govorchin

Fee: \$200 (\$240 in Victoria)

Negotiation skills are essential in daily interactions with others to assist you in getting what you need and want. Principled negotiation results in an agreement that responds to the interests of both parties involved. This course introduces the skills, theory and techniques for applying principled negotiation in a variety of work and day-to-day situations. Participants will learn to build a collaborative climate and use the skills and concepts of principled negotiation. Required reading: *Getting to Yes* by Roger Fisher and William Ury, Penguin Books, 1981. (A Certificate Program core course.)

NEGOTIATION SKILLS II (#CR600)

Dates: **May 14–17**, Stacey Holloway
August 27–30, Karen Haddigan
Fee: \$250

This course applies the negotiation process and techniques from the Level I course to more complex situations. Content will include negotiator assertiveness and style, factors which escalate or de-escalate competitiveness and resolve impasses or resistance. Emphasis will be on skill development through simulated negotiations facilitated by trained coaches. Required reading: *Getting to Yes* by Roger Fisher and William Ury, Penguin Books, 1981. Prerequisite: at least four other courses in the Certificate Program including Negotiation Skills I, or by permission of the Co-ordinator. (A Certificate Program core course.)

CONFLICT RESOLUTION SKILLS ASSESSMENTS

Open only to those students enrolled in the Conflict Resolution Certificate Program. Candidates are required to demonstrate a satisfactory level of proficiency in the areas of mediation and negotiation prior to being granted the Conflict Resolution Program Certificate.

MEDIATION SKILLS ASSESSMENT (#CR499) NEGOTIATION SKILLS ASSESSMENT (#CR699)

Dates: **June 11–15**
Fee: \$90 per assessment

Resource Persons: Marje Burdine, Co-ordinator, Centre for Conflict Resolution Training, Justice Institute of BC, and the Centre's training staff.

ASSERTION SKILLS IN CONFLICT SITUATIONS (#CR702)

Dates: **May 16–17**, Paula Temrick
Fee: \$150

This is a course for people who are usually assertive but who either over-react or sell themselves out in difficult conflict encounters; for example, when dealing with powerful, aggressive individuals or in high-risk, high-stake situations. The result is often a diminished relationship or unmet goals. Assertively expressing your needs, thoughts, feelings and beliefs is essential to improving self-esteem and enhancing relationships. It is also a key element in ensuring mutual understanding and respect, even though strong feelings are involved. (A Certificate Program elective course.)

ANGER MANAGEMENT WITH YOUTH (#CR720)

Dates: **July 4–6**, Stacey Holloway
July 16–18, Paula Temrick
Fee: \$200

Adult-youth conflict situations often involve dealing with some level of anger. These angry feelings may take the form of resistance, withdrawal or acting-out behaviours. To resolve conflict with youth, angry feelings need to be acknowledged before rational problem solving can begin. This skill-building workshop will examine the developmental issues of adolescents in the context of conflict situations. Anger management skills will assist the adult and youth to move through anger and into identification of the problem. Problem solving strategies will show how to resolve conflicts with youth and achieve the best outcome for both parties. The goal is to help adults empower youth with the problem-solving skills necessary to develop independent behaviours and co-operative adult and peer relationships. (An elective in both the Conflict Resolution and Working with Troubled and Troubling Adolescents certificate programs.)

EMPOWERING YOUTH THROUGH PROBLEM SOLVING (#CY139)

Dates: **May 22–23**, Paula Temrick
July 23–24, Paula Temrick

See Children and Youth category for workshop description.

GROUP CONFLICT RESOLUTION (#CR736)

Dates: **June 4–5**, Karen Haddigan
Fee: \$150

Group conflict stems from a variety of sources, including: role or task confusion, value differences, conflicting needs or styles, personality differences and hidden agendas. This course is designed to enable group members or external facilitators to identify the cause of the conflict, determine an appropriate intervention, and assist the group to move from conflict to problem solving. Content will include theory and concepts essential to understanding group process and group facilitation. Prerequisite: a previous course in the program or by permission of the Co-ordinator. (A Certificate Program elective course.)

CRITICAL SKILLS FOR COMMUNICATING IN CONFLICT SITUATIONS (#CR735)

Dates: **May 10–11**, in Victoria, Bedford Hotel,
Arthur Ridgeway
June 7–8, Mario Govorchin
July 9–10, Mario Govorchin
August 13–14, Marg Huber
Fee: \$150 (\$190 in Victoria)

This course is intended for those who have had little or no previous training in conflict resolution skills. It will focus intensively on the micro-skills essential to effective mediating, negotiating or resolving of interpersonal conflict. It is recommended for anyone entering the Certificate Program but would be helpful as an isolated learning experience. The individual skills will be demonstrated and then practiced in the context of a conflict situation. Specific skills will include non-judgemental listening, probing and clarifying, reframing, refocusing, and assertive, non-defensive communication. (A Certificate Program elective course.)

CONFLICT IN ORGANIZATIONS—SYMPTOMS, ORIGINS AND STRATEGIES (#CR704)

Dates: **June 18–19**
Fee: \$150

Resource Person: Mike Talbot, M.A., M.Tech., organization consultant in private practice with a particular interest in organizational evolution.

Conflict and dissatisfaction in organizations take many different forms. This course focuses on difficulties that arise because of differences between the needs of the individual and of the organization. What blocks an organization from working well for its people? What are the impacts of management style and organizational culture? What are our deep-rooted assumptions about the nature of our organizations and our work? From these general questions, the focus of the course will shift to strategies to reduce specific areas of conflict and to the creation of sustained organizational change. Time will also be devoted to reviewing participants' specific situations. (A Certificate Program elective course.)

SHIFTING FROM POSITIONS TO INTERESTS (An Advanced Workshop)(#CR748)

Date: **July 5–6**, Arthur Ridgeway

Fee: \$150

Whether in the context of negotiation, mediation or interpersonal conflict, people need to know and express what they want. Yet people are often unaware of what they want or only know what they don't want. Their needs, wants, fears and concerns are unclear. This skill-building course is designed to assist participants in creating positive outcomes through a deeper exploration of underlying interests and intentions in conflict situations. Participants will expand their questioning strategies, develop behavioural flexibility, increase choice, and identify personal and interpersonal barriers and strengths. Recommended prerequisite: at least two other courses in the Certificate Program. (A Certificate Program elective course.)

SILENT MESSAGES: Communicating Non-Verbally in Conflict Situations (#CR758)

Dates: **June 25–26**, Stacey Holloway/Mario Govorchin

Fee: \$150

We all communicate something every minute that we are with other people. Particularly in conflict situations, people often give one message non-verbally and quite another message verbally. These mixed messages may be confusing, misleading and even irritating. Resolving conflicts effectively requires an awareness of our own and others' non-verbal communication including facial expressions, hand gestures, posture, voice tone, pacing, eye contact and spacial variations. This course will expand your ability to tune into the fuller message in conflict situations, including mediations, negotiations and interpersonal disputes. It will also help you improve your own skills in sending clear, congruent messages. (A Certificate Program elective course.)

Family Assault and Sexual Violence



CHILD SEXUAL ABUSE INTERVENTION PROGRAM: A Training Program for Practitioners (#CSA105)

Dates: **Children and Youth Option: July 3–6, July 9–12 and July 16–20 inclusive;**

Adult Survivor option every second Friday and Saturday beginning September 28

Fee: \$700 for full program; \$550 for Children and Youth option; \$450 for Adult Survivor option.

Contact registration office for a brochure listing the complete program, dates and resource people.

This program is designed for practitioners currently working with child or adult sexual abuse victims, and will examine theoretical issues, demonstrate intervention skills, present treatment approaches, and develop interdisciplinary networking. A certificate of achievement will be available upon successful completion of the program.

SUPPORTIVE INTERVENTION WITH BATTERED WOMEN (#EP165)

Date: **May 10**

Fee: \$25

Resource People will include Wendy Harvey LLB, headquarters crown counsel for the Ministry of Attorney General, and representatives from police and corrections.

This workshop is directed toward transition house and other community workers involved with assisting and supporting a battered woman through the court process. Content will cover the police charging policy, the role of the crown in preparing the witness for trial, steps in court accompaniment, the use of victim impact statements and follow up procedures. Co-sponsored with Battered Women's Support Services.

ASSESSMENT ISSUES AND TREATMENT APPROACHES WITH SEXUALLY ABUSED CHILDREN (#CSA141)

Dates: **May 10–11** in Fort St. John

Fee: \$150

Resource Person: Margaret Jones, M.A., therapist, consultant and trainer in the field of child sexual abuse.

This workshop is directed toward treatment providers working with sexually abused children (6–12 years). Content will examine developmental stages and impact of victimization, assessment strategies, determining treatment readiness, stages in the treatment process, and the practical application of treatment strategies to specific cases. This workshop is one in a three-part series on child sexual abuse offered with the North Peace Community Resource Society.

WIFE ASSAULT AND SUBSTANCE ABUSE: Implications for Assessment and Treatment (#EP124)

Dates: **May 16–17**

Fee: \$115

Resource Person: Elizabeth Jeffries, M.A., family therapist in private practice with extensive experience working in the fields of chemical dependency and family violence.

This program is directed toward practitioners working with battered women and will explore the linkages between substance abuse and wife battering and demonstrate how to both separate and integrate issues in the assessment and treatment process. Using a family systems model, this workshop will examine the addictive family system, consider a framework for understanding and engaging with members of the system, and demonstrate specific methods for working with the woman to ensure her safety and facilitate her recovery.

TREATMENT APPROACHES WITH SEXUALLY ABUSED ADOLESCENTS (#CSA142)

Dates: **June 7–8** in Fort St. John

Fee: \$150

Resource Person: Carolyn Hudnall, M.S.W., therapist and trainer in private practice with extensive experience working with sexually abused adolescents in community and residential settings.

This workshop is directed toward treatment providers working with sexually abused adolescents. Content will examine developmental stages and impact of victimization, types of treatment, responding to "at risk" behaviour, group work

with adolescents, and the practical application of treatment strategies to specific cases. This workshop is part of a series offered with the North Peace River Community Resource Society.

INTERVIEWING THE SPECIAL NEEDS CHILD (#CSA127)

Date: **June 8**

Fee: \$80

Resource Person: Brenda Knight, M.A., registered psychologist in private practice with extensive experience working with special needs children.

This workshop is directed toward law enforcement officers, crown counsel and other professionals involved in interviewing sexual abused children for criminal court proceedings. The focus of the workshop will be on interviewing physically and developmentally disabled children. Content will cover an overview of specific disabilities and how they impact the interview process and ways the interviewer can respond to these special needs to obtain viable information that can be used in the court process.

Crime Prevention

The following courses are offered by Extension Programs and co-sponsored with the BC Ministry of Solicitor General's Crime Prevention Program.

WORKING WITH PRE-DELINQUENT AND DELINQUENT YOUTH I (#CY124)

Dates: **May 11-12**

Fee: \$115

Resource Person: Larry Green, M.A., counsellor in private practice.

This workshop is directed toward professionals working with pre-delinquent and delinquent youth. Day one will look at the psychological needs of adolescents, compare and contrast normal and dysfunctional needs of adolescents, and present an overview of counselling strategies for behavioral change. Day two will examine counselling strategies in more depth, with particular emphasis on models that assist adolescents to develop a sense of personal responsibility and respect in their own community. Co-sponsored with the BC Ministry of Solicitor General, Crime Prevention Program. (An elective in the Working with Troubled and Troubling Adolescents certificate program.)

ADOLESCENT SUICIDE: Prevention, Intervention and Postvention (#EP154)

Dates: **May 24-25** in Kelowna

June 6-7 in Prince George

Fee: \$85

Resource Person: Marsha Krawll, M.S.W., consultant and trainer.

This workshop is directed toward law enforcement officers and other front-line workers involved in responding to attempted and successful adolescent suicides in native communities. Content will cover attitudes and beliefs about suicide, dynamics of suicide, high risk profiles, developmental issues related to adolescents, cultural factors and their impact on intervention, and postvention programs. Co-sponsored with the BC and federal Ministries of Solicitor

General, Crime Prevention Programs. (An elective in the Working with Troubled and Troubling Adolescents certificate program.)

Fire Safety Distance Education



Registrants to distance education courses receive access to a knowledgeable tutor by telephone and correspondence throughout the course. Co-sponsored by Extension Programs and the Fire Academy. (Note: Fire service personnel in BC should contact the Fire Academy directly to obtain self study courses.)

FIRE SAFETY AT WORK (#DE102)

Length: 120 self-study hours

Fee: \$250

Designed in the distance education format and developed in co-operation with the Open College Component of the Open Learning Agency, this course is intended for employees and supervisors with job responsibilities in fire safety, as well as others with an interest in fire prevention and response. The course materials explore the nature of fire, common fuels and ignition sources, hazards for each building type, fire prevention, fire drills and using portable extinguishers and a fire safety plan. After completing the course, students will be able to conduct basic fire prevention inspections, educate other employees on safe ways to respond to fire, lead fire drills, and prepare a full fire safety plan for any organization. Students are required to submit four written projects and pass a multiple choice exam to complete the course. Successful candidates will receive a certificate.

DANGEROUS GOODS (#DE101)

Length: 60 self-study hours

Fee: \$200

This course, designed for fire service personnel, is relevant to many non-fire service persons with responsibility in the area of dangerous goods. A series of five self-study booklets present the basic principles of controlling dangerous goods incidents. The course covers legal jurisdiction and highlights legislation that affects safety in storage and transport of dangerous goods. Information is offered on identification of dangerous goods under emergency conditions and on national, provincial and local information sources. The course discusses the inherent hazards of dangerous goods, with attention given to assessing a situation, determining the resources required and taking appropriate initial action.

BASIC FIRE SCIENCE (#DE100)

Length: 40 self-study hours

Fee: \$150

This course, designed for fire service personnel, is applicable to many non-fire service persons who need a fundamental understanding of fire and flammable materials as well as members of the general public with an interest in this safety area. The course provides an introductory level study of basic chemical and physical principles underlying fire and dangerous goods behaviour in emergency situations. Topics include vapour pressure and combustion, elements of fire suppression and general methods of fire control.

TECHNICAL MATH (#DE105)

Length: 40 self-study hours

Fee: \$150

This course presents basic math skills for fire flow calculations such as volume and surface area. Frequent opportunities to apply information to practical situations are provided. Units covered include whole numbers, fractions and decimals, percentages, averages, algebraic equations, powers and square roots, ratios and proportions, and measurements of length, area, and volume. It is assumed that the student has basic skills in addition, subtraction, multiplication and division.

Group Homes and Residential Care



The Justice Institute will keep records of all participants who complete workshops directed to group home staff and will apply credit for participation in these workshops to a certificate program currently being developed in the area. Start date for the certificate program is expected to be September 1990.

SUPERVISING IN A GROUP HOME SETTING, LEVEL II (#MGMT214)

Dates: **May 15–16**

Fee: \$125 for one registrant; \$100 per registrant for two or more from the same agency or group home

Resource Person: Sandra Hawley Rice, consultant and trainer.

This workshop is directed toward both new and experienced group home supervisors. Participants will examine and apply basic supervisory skills within the context of a group home. The course will cover the skills required to supervise effectively, assess employees' levels of motivation and ability, apply situational leadership theory and communicate with and delegate to staff who work shifts or on call. Participants will also learn how to orient and train new employees, assess and manage specific staff and manage conflict on the job.

SKILL TRAINING IN RESIDENTIAL CARE SETTINGS (#SUP119)

Dates: **May 31, June 1, Saturday June 2, June 15 and Saturday June 16**

Fee: \$225 for five days of training

Resource People: see workshop brochure

This training workshop has been designed to provide basic skills for workers in residential care settings. Content will explore ethical issues and considerations; introducing program planning; writing, communication and conflict resolution skills; life-skills training; and stress management. A certificate of achievement will be granted to successful participants. This workshop was developed in collaboration with the Canadian Training Institute (BC Committee).

MANAGING CHALLENGING BEHAVIOUR WITH ADOLESCENTS (#CY136)

Dates: **June 4–5**

Fee: \$135

Resource People: Allan A. Cohen and Mahmud Nestman, M.A., counsellors and group leaders in private practice with extensive experience working in community and residential care settings.

This workshop is directed toward program staff working with adolescents in community and residential settings. Content will examine approaches and strategies that can be used effectively to respond to adolescents displaying passive/aggressive, withdrawn, hostile and other self-defeating behaviour. Participants will have an opportunity to apply their own experiences in working with difficult and challenging adolescents. (An elective in the Working with Troubled and Troubling Adolescents certificate program.)

ADVANCED SUPERVISING IN A GROUP HOME SETTING, LEVEL II (#MGMT218)

Dates: **June 19–20**

Fee: \$125 for one registrant; \$100 per registrant for two or more from the same agency or group home

Resource Person: Sandra Hawley Rice, consultant and trainer.

This workshop is designed for supervisors who want to advance their supervisory and personnel management skills. Participants will learn selective interviewing techniques and other skills that will enable them to develop performance standards, conduct a performance review, manage specific performance problems, assess levels of employee stress on the job and carry out disciplinary procedures. People who have taken the Level I course will be given registration priority.

Intervention



NEW PERSPECTIVES ON AN OLD PROBLEM:

Community Responses to Pornography

Dates: **April 27** (evening) and **Saturday, April 28**

Fee: \$25 for employed; \$15 for students and underemployed (includes lunch). For further information on registration, telephone 738-0395.

Keynote speaker: Susan Cole, Toronto writer and author of *Pornography and the Sex Crisis*.

This event will provide a forum for individuals involved with policy development, program delivery, or community initiatives regarding pornography to share insights and work toward achieving innovative solutions. Presentations and workshops will explore the effect of pornography on women, men and young people, and highlight new developments in policy and case law. Resource people will focus on practical methods for dealing with the proliferation of sexually explicit and violent material in the community. Organized and sponsored by the BC Periodical Review Board, Vancouver Coalition Against Pornography and the Justice Institute of B.C.

HELP! A workshop for exhausted parents (#EP151)

Date: **April 28**

Fee: \$50 for one parent; \$55 for a couple

Resource Person: Jennifer Shifrin, B.Sc., M.Ed., M.A., is a family therapist and speech pathologist with extensive experience working with families of special needs children.

This workshop is directed towards parents, family members and friends of special needs children and will explore ways that these caregivers can meet both the child's and their own needs. Throughout the presentation, participants will have an opportunity to examine how stress and exhaustion affect their most cherished relationships, consider the differences between unchangeable and self-imposed stressors, and explore practical ways to cope with the stress and begin to nurture themselves.

THE CO-DEPENDENCY TRAP: Assessment and Intervention Approaches (#EP143)

Dates: **May 1-2**

Fee: \$135 for both days

Resource People: Maureen Ludwig Gold and Elaine S. Stoll, group leaders and counsellors in private practice with extensive experience working in private community agencies with clients with chemical and behavioral addictions.

It has been estimated that for every chemically dependent person, there are at least five co-dependents. Frequently these are people who grow up in alcoholic or multi-dysfunctional families. Co-dependency is characterized by a preoccupation with or extreme dependence on another person, substance or behaviour. If co-dependent behaviour is not addressed, the specific addiction may be controlled but the behaviours arising out of the addiction often continue. This two-day workshop will examine the nature and dynamics of co-dependent behaviour, consider the role of the co-dependent within the dysfunctional family, and explore assessment approaches and creative treatment techniques.

WORKING WITH THE DYSFUNCTIONAL FAMILY (#EP136)

Dates: **May 11 and Saturday May 12**

Fee: \$135 for both days

Resource People: Brenda Casey, counsellor and group leader in private practice; and Denise Hall, family counsellor and group facilitator.

This introductory workshop is directed toward professionals who are called upon to intervene with abusive, alcoholic or emotionally neglectful families, and want to develop both an understanding of the family system and its impact on individual members. Content will cover characteristics of functional and dysfunctional families, roles and behaviours within abusive and alcoholic families, assisting family members to identify key issues for recovery, and developing a framework for therapeutic intervention.

CHILDREN OF TRAUMA: Rediscovering the Discarded Self (#EP158)

Dates: **May 24-25** at the Ming Court Hotel

Fee: \$185

Resource Person: Jane Middleton Moz, M.S, certified chemical dependency counsellor. Ms. Moz is a consultant, trainer, co-author of *After the Tears* and author of *Children of Trauma*.

This workshop is directed toward practitioners working with the effects of unresolved childhood trauma on their adult

clients. Content will explore the various types of childhood traumas and the impact of unresolved trauma on child and adult development. Through case studies, the workshop will examine the presenting symptoms and present therapeutic approaches for resolution.

CHALLENGING THE "WEIGHT" PREJUDICE: Empowering the Eating Disordered Client (#EP162)

Date: **June 7**

Fee: \$75

Resource Person: Doris Maranda, M.A., therapist and educator in private practice specializing in the field of eating disorders.

Eating disorders pose a therapeutic challenge for practitioners as food is both a substance-related addiction and a societally-determined obsession. While obesity has always been present, anorexia nervosa and bulimia are on the increase. This workshop will explore the psychological, sociological and physiological dynamics of eating disorders, examine the links between sexual abuse, family dysfunction and eating disorders, and highlight counselling approaches that can be used with clients to facilitate their reconnection to their physical selves.

MANAGING STRESS WHILE HELPING OTHERS (#EP163)

Date: **July 19**

Fee: \$75

Resource Person: Susan Gifford, B.A., registered clinical counsellor with experience in both hospital and community agency settings.

This workshop is directed toward people who want to manage their own stress while helping others with stressful events in their lives. The workshop will be a combination of theoretical material regarding stress and practical application of these concepts through experiential exercises. Content will examine expressions of stress, explore biological, cognitive and physical aspects of stress, and present exercises and skills to make stress more manageable.

Management



DEVELOPING POLICY AND PROCEDURES MANUALS—FOR LAW ENFORCEMENT, REGULATORY AND JUSTICE-RELATED AGENCIES (#MGMT226)

Date: **May 16**

Fee: \$110

Resource Person: Christopher Curtis, B.A., communications consultant specializing in the development and maintenance of policy and procedures manuals.

Every agency functions best with a set of clearly defined policies and procedures to help ensure consistency, professionalism and credibility. But to be effective, policies and procedures must be available in an accessible form. A policy and procedures manual that is developed, implemented and maintained properly can be more than just a reference manual; it can become the structural basis upon which an agency is built and developed, and through which its continued integrity and effectiveness are maintained. This workshop is designed to provide the information enforcement, regulatory and justice-related agencies need to develop and maintain policy and procedures manuals that meet these criteria and their own agencies' needs.

TRAINING FOR TRAINERS: Tips, Techniques and Tactics (#MGMT223)

Dates: **May 28–29**

Fee: \$150

Resource Person: Reva Kalef, M.Ed. (Adult Education), consultant with R.K. Education Design Associates.

This practical workshop is directed toward people who deliver training programs as part of their overall job and want to update or enhance existing skills. Content will include: characteristics of adult learners, creating a comfortable learning environment, instructional styles and techniques, motivational strategies, instructional planning, evaluation strategies and handling instructional challenges. The number of registrants will be strictly limited to allow an opportunity for each participant to practice group and one-to-one training in a supportive setting.

PERFORMANCE PLANNING AND REVIEW (#MGMT215)

Dates: **May 30–31**

Fee: \$150

Resource Person: Maureen Hannah, Maureen Hannah and Associates.

This workshop is designed for managers and supervisors who want to improve their ability to write performance standards and increase their skills in giving constructive feedback about performance. Following a discussion of the purposes of performance planning and review, participants will learn how to develop and carry out a performance plan, conduct a review interview, and administer the review system. This popular course has been expanded to two days to give participants ample time to practice their skills in these areas.

COMPLYING WITH WHMIS: Introducing the Workplace Hazardous Materials Information System to Your Place of Work (#EP160)

Date: **June 4**, 8:30 a.m.–4:30 p.m.

Fee: \$75

Resource Person: Jeff Granger, president of Granlyn Management Associates, a company that specializes in the delivery of courses related to safety, management and communications.

Federal and provincial laws now require employers to inform and educate their employees about any hazardous products they may be exposed to in their work environment. This one-day workshop will help employers meet these responsibilities. Topics to be discussed include: a review of WHMIS legislation, application of the legislation to the workplace, developing workplace labels for hazardous products, the role of safety committee personnel, circulating and interpreting material safety data sheets, and the role of the Workers Compensation Board in maintaining WHMIS compliance.

MAKING ORDER OUT OF CHAOS: Planning Skills for Administrative and Clerical Staff (#SUP110)

Date: **June 8**, 8:30 a.m.–4:30 p.m.

Fee: \$70

Resource Person: Sandra Hawley Rice, consultant and trainer.

This planning workshop is directed toward administrative support staff who have too much to do and too little time. Participants will learn how to identify and eliminate time wasters, manage their work better and increase their productivity.

WORK AND SELF-MANAGEMENT SKILLS (#SUP103)

Dates: **June 12–13**, 8:30 a.m.–4:30 p.m.

Fee: \$150

Resource Person: Maureen Hannah, Maureen Hannah and Associates.

This workshop is directed toward senior clerical staff who want to update or expand their skills and assume a wider range of administrative responsibilities. The two-day workshop will focus on the work and self-management skills needed to undertake an expanded role in their workplace. Content will cover such work management skills as: building working relationships, understanding the management process, setting goals, and planning, organizing and problem solving skills. Self-management skills to be covered include: distinguishing between stress and distress, coping mechanisms, self-assessment, and increasing self-motivation and action.

BASIC SUPERVISORY COMPETENCY PROGRAM (#MGMT213)

Dates: **July 9–13**, 8:30 am–4:30 pm

Fee: \$395

Resource Person: Joyanne Landers, senior consultant, Ryane Consulting Ltd.

Each job or function has a set of specific areas of knowledge, skill and operating values which, taken together, give individuals the competence to perform a particular job. The Basic Supervisory Program is competency-based; it covers such topics as role of the supervisor, situational leadership and teamwork, delegating to and developing staff, communication and interpersonal effectiveness, problem solving and decision making, and conflict resolution. The program is intended for first level supervisors, or those who aspire to be supervisors, in both government and private agencies. Before coming to the course the participant and his or her manager will complete an inventory assessment of the participant's skills and knowledge. BC Corrections Branch employees who successfully complete the course will be granted certification for Basic Supervisor Competency Program Week I. Co-sponsored with Corrections Academy.

Professional Health Programs



Professional Health Programs at the Justice Institute offers courses for physicians, nurses and pre-hospital care workers. The following courses are held at the Justice Institute or can be arranged to travel to your community when requested. For more information on these programs and the possibility of courses in your area, contact Professional Health Programs, 228-9771, local 321.

ADVANCED CARDIAC LIFE SUPPORT (ACLS) PROVIDERS COURSE (#PHP100)

Dates: **June 16–17 (Saturday and Sunday)**,

8:00 a.m.–5:00 p.m.

July 13–14 (Friday and Saturday),

8:00 a.m.–5:00 p.m.

Fee: \$300 includes lunch and manual

This two-day workshop is intended for physicians, nurses and pre-hospital care workers who are involved in the

management of cardiac arrest victims. The two days are divided into lecture and practice components. The lectures highlight the important information in pharmacology, dysrhythmia interpretation, sudden cardiac death, and post-resuscitation care as related to cardiac arrest management. Practice time to manage a cardiac arrest simulation and review cardiac dysrhythmias is provided. During the course, each participant is given at least one opportunity to manage a cardiac arrest scenario. Pre-reading from the ACLS manual is required; allow at least eight hours to adequately prepare for this course. Successful completion is based on:

1. Demonstrating leadership during a cardiac arrest scenario.
2. Demonstrating ventilation and endotracheal intubation techniques.
3. Obtaining 80% correct on theory and dysrhythmia interpretation exam.
4. Providing evidence of current BCLS, level C, status.

ADVANCED CARDIAC LIFE SUPPORT UPDATE (#PHP110)

Date: **June 9 (Saturday)**, 8:00 a.m.–5:00 p.m.

Fee: \$150 includes lunch and manual.

This one-day course provides the opportunity for persons with previous successful ACLS completion to update to the current ACLS standards. Pre-reading is required to supplement the theory lectures and practice sessions held during the day. Successful completion is based on:

1. Demonstrating leadership during a cardiac arrest scenario.
2. Demonstrating ventilation and endotracheal intubation techniques.
3. Obtaining 80% correct on theory and dysrhythmia interpretation exam.
4. Providing evidence of current BCLS, level C, status.

ADVANCED CARDIAC LIFE SUPPORT COURSES OUT OF TOWN

The following ACLS courses are scheduled at the locations listed. Course content and criteria for successful completion are as indicated for Advanced Cardiac Life Support courses described above. For further information or to register for out-of-town courses, call Professional Health Programs at the Justice Institute, 228-9771, local 314.

ACLS PROVIDER:

Prince George	April 27–28	8:00 a.m.–5:00 p.m.
Queen Charlotte City	April 28–29	8:00 a.m.–5:00 p.m.
Terrace	May 5–6	8:00 a.m.–5:00 p.m.
Trail	May 12–13	8:00 a.m.–5:00 p.m.
Langley	June 1–2	8:00 a.m.–5:00 p.m.

ACLS UPDATE:

Invermere	May 26	8:00 a.m.–5:00 p.m.
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FIRST LINE TRAUMA MANAGEMENT FOR NURSES

A travelling course tailored to the needs of your facility and community can be arranged. Program content is related to the “must-do’s” of multi-trauma assessment, treatment, and stabilization and can be presented in one or two day seminars. Program presentation is a combination of lecture and group practice sessions. Contact Sandy Barabe, Professional Health Programs, 228-9771, local 321, for further information regarding costs, availability and content.

FIRST LINE TRAUMA MANAGEMENT FOR PHYSICIANS

This one day course is designed for physicians responsible for managing the trauma victim in a non-tertiary facility. Course content is provided by two emergency physicians and covers the appropriate management of the ABC’s and the assessment, treatment, and management of the multi-trauma victim. The course is able to travel to your community. Contact Professional Health Programs at the Justice Institute, 228-9771, local 321, for further information.

NOTE: REFUND AND TRANSFER POLICY IN EFFECT.

Please see policy description under directions for “How to Register for a Course” in this calendar. **NO EXCEPTIONS** will be allowed.

General Information

Time of classes: Unless otherwise indicated, classes will be in session from 9:00 a.m. to 5:00 p.m.

Location of classrooms: Unless otherwise stated, classes will take place at the Justice Institute of B.C. in either Blake or Lawrence Hall. Check your receipt; it will show the location of your class. Notice boards inside the main doors of both buildings list courses and classrooms for that day. It is a good idea to check the notice board on entering as rooms are subject to change on short notice.

Parking: Free parking is available at the Justice Institute in public lots located north of Blake Hall, adjacent to Lawrence Hall, and east of the driveway off 8th Avenue.

Parking for the Disabled: Two parking stalls for disabled drivers are located beside the gymnasium in the parking lot adjacent to Blake Hall. Students in wheelchairs should check with the registration office for the location of access ramps and washrooms.

Food on Campus: Coffee and juice are provided in most classrooms and a small, deli-style store in Blake Hall is open from 8:00 a.m. to 3:30 p.m., Monday through Friday. The cafeteria, in a building just west of the gymnasium, is open from 7:00 a.m. to 3:30 p.m. weekdays. You are welcome to bring your own lunch to eat in the student lounge area in Blake Hall or outside, if weather permits.

Smoking: Smoking is permitted in Room 133 in Blake Hall and in one section of the cafeteria. All other rooms are non-smoking.

In Consideration of the Environment

Extension Programs will no longer be using styrofoam cups for juice or coffee. Please bring your own mug or treat yourself to a new JI mug for \$3.25.

How to Register for a Course

REGISTER BY MAIL

To register by mail, complete the course Registration Form below or send the required information and a cheque made payable to the Justice Institute (**no post dated cheques accepted**) to:

Registration Office
Justice Institute of B.C.
4180 West 4th Avenue
Vancouver, B.C.
V6R 4J5

If registering for more than one course, please send separate cheques for each course. If you wish to register for a program and the Justice Institute is not handling registration, telephone the number listed in the program description for further information.

REGISTER BY PHONE

To register by phone using your VISA or MasterCard, call 228-9771, local 311 between 8:30 a.m. and 4:30 p.m. weekdays. Please have your credit card number ready when you call.

REGISTER IN PERSON

You can register in person at the Justice Institute, Room 119, Blake Hall (two doors down from receptionist on the main floor). Hours are 8:30 a.m. to 4:30 p.m., Monday–Friday. Please telephone in advance, 228-9771, local 311, to ensure there is space for you in the course(s).

REGISTER BY FAX

To register by FAX using your VISA or MasterCard, complete the Registration Form, including all credit card information, and FAX it to the Registration Office, Justice Institute of B.C. at 660-1875.

TAX DEDUCTION

You may deduct tuition fees from your income tax if the total amount exceeds \$100 and is paid to one educational institution. Deductions may be claimed for one or more courses taken during the tax year. **Save your registration receipts.**

REFUND POLICY

Registration fee minus an administration charge is refundable if **written notification** of cancellation is received **seven working days** in advance of the course date. The white copy of the registration receipt must be presented in order to receive a refund.

TRANSFER POLICY

Notification regarding transfer from one course to another must be received **seven working days** in advance of the course date. There is an administrative fee of \$15 for such transfers; this fee also applies to registrations taken by telephone or fax.

COURSE CANCELLATIONS

A full refund of tuition fees will be issued for courses cancelled by the Institute. The Institute reserves the right to cancel courses if enrollments are insufficient. We truly regret any inconvenience this may cause.

REGISTRATION INFORMATION AND INDIVIDUAL COURSE BROCHURES

228-9771, local 311.

Registration Form

Mail to: Registration Office, Justice Institute, 4180 West 4th Ave., Vancouver, B.C., V6R 4J5.

I wish to register in the following program (s):

PROGRAM NAME	PROGRAM NUMBER	DATE(S)	FEE
PROGRAM NAME	PROGRAM NUMBER	DATE(S)	FEE
PROGRAM NAME	PROGRAM NUMBER	DATE(S)	FEE

SURNAME GIVEN NAME

POSITION ORGANIZATION

STREET/CITY POSTAL CODE

PHONE (DAY)

METHOD OF PAYMENT:

- ☐ Enclosed is my cheque payable to the Justice Institute.
- ☐ VISA CARD # - - EXPIRY DATE:
- ☐ MASTERCARD # - - EXPIRY DATE: