

JUSTICE
INSTITUTE
of BC



restorative therapies • mental health • substance use • victim services • foundations of effective management • trauma counselling • child abuse and neglect • child sexual abuse intervention

Centre for Leadership and Community Learning

Course Calendar

september 2005 – august 2006

CLCL | CENTRE FOR LEADERSHIP
& COMMUNITY LEARNING

www.jibc.bc.ca/clcl



Welcome to the 2005-2006 Centre for Leadership and Community Learning calendar. As you look through the range and variety of courses and certificates that we offer, I am confident that you will find at least one course or workshop that attracts your interest or meets your professional development needs.

Our program staff are continually striving to identify new topics and program areas to reflect the challenges and issues faced by those of you who work on the frontlines or in management or leadership positions. Change is a constant in our current work world and we have tried to capture those changes in our many different offerings. For example, we are pleased to introduce a new on-line course on FAS Spectrum Disorder. See page 23 for a workshop description.

Take the time to look at some of the special events we have scheduled. If you have never taken a course through us before, our special events are an opportunity to get your feet wet and preview the many different types of courses and programs that we offer.

As part of our commitment to quality assurance, we update our certificate programs every five years to reflect current research and practice. You will notice that both our Trauma Counselling and Clinical Intervention and our Child Sexual Abuse Intervention certificate programs are to be updated this year. As a result, the courses are not being offered through our calendar but are still available by contract. Please see page 5 for details on how you can contract with us to bring these programs or any other program to your community or workplace.

Do you have an idea for a new course? Would you like us to offer more of certain types of courses? We would love to hear from you. Tell us what you think of our current course selection and suggest new topics areas. We are here to listen and respond.

A handwritten signature in dark ink, reading "Shelley Rivkin".

Shelley Rivkin, Director

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center for leadership and community learning



The Centre for Leadership and Community Learning develops and delivers innovative training programs for executive directors, managers, practitioners, and front-line supervisors. Our clients include government ministries, Crown corporations, private sector business, and community-based organizations and agencies. We are recognized experts in training design and delivery, curriculum development, project management, and best practices development.

Courses, Certificates, and Degree Programs

The Centre offers a wide range of enhanced learning opportunities. Many of our certificates will earn you credits that can be applied to other educational institutions. We specialize in:

- **Management and Leadership Development.** Frontline to executive level managers come to us for education that maximizes their leadership performance.
- **Instructor Development.** Our programs equip instructors and facilitators with the tools they need to create effective and accessible workshops and presentations.
- **Counselling and Capacity Building.** We provide practitioners with essential skills to protect, support, and empower children, youth, families, and communities.

• Community Safety.

Our diverse programs give staff skills to assist individuals in coping with the consequences of trauma, and the knowledge and tools to enforce community bylaws.

Specialized Training for Aboriginal Communities

We are committed to designing and delivering culturally relevant training to meet the needs of Aboriginal learners and communities. Wherever possible, Aboriginal instructors deliver this training. To bring a CLCL program or course to your Aboriginal agency or community, please contact Roberta Stewart, Aboriginal Programs and Services Coordinator at 604.528.5621 or e-mail aboriginal@jibc.bc.ca

Courses and programs designed and delivered by CLCL in consultation with Aboriginal clients include:

- Child Sexual Abuse Certificate
- Critical Incident Stress Debriefing
- Responding to Family Violence
- Substance Misuse

Curriculum Development

Responding to requests from government ministries, community agencies, and private sector organizations, CLCL develops curricula in a number of different content areas. Working closely with employees and employers, we identify the required competencies, develop instructional plans, design curricula, and field-test newly developed materials.





Post-Employment Training

CLCL designs and delivers post employment training for a number of employers. We provide the core training for the province's victim service workers on behalf of the Ministry of Public Safety and Solicitor General and design and deliver a wide range of child welfare training for employees of the Ministry of Child and Family Development on behalf of the Education Alliance.

Applied Research Services

Working collaboratively with government ministries or community agencies in the not-for-profit sector, we develop the research questions and data-gathering tools, conduct the research, analyze the data, and develop reports highlighting the findings.

Current research activities include understanding the barriers to reporting violence in the lives of commercially sexually exploited youth, and measures of empowerment for immigrant and refugee women who have experienced violence

Special Events

Do you have an idea for a special event? Is there a speaker or trainer you would love to hear? Our staff have the creativity, persistence, and expertise to undertake and manage high-profile events on new and emerging issues in the field. Please contact Shelley Rivkin, CLCL Director, at 604.528.5628 or e-mail srivkin@jibc.bc.ca with your ideas.

Check our Special Events section on page 8 for upcoming offerings.

Publications and Videos

Many of CLCL's projects have led to the development of resources for use by individuals and agencies. See page 64 for information on videos, facilitator guides, and manuals – yet another way through which we bring the CLCL expertise to your workplace.



Project Management

Our project management activities range from managing high-profile events on a one-time basis to coordinating major training initiatives on an ongoing basis. We have the capacity to manage all of the required tasks, from developing curriculum to evaluating program effectiveness.

Best Practice Development

An essential part of our work is to strengthen skills and best practices in key areas. Recent best practices projects undertaken by CLCL include the development of a toolkit for counsellors to use in supporting children whose parents are mentally ill. Working closely with a variety of stakeholders, staff conducted focus groups, researched the current literature, produced a variety of child-centred tools, and created a manual for distribution to social service agencies.

customized training and business solutions



A Solid Reputation

The Centre for Leadership and Community Learning is a provincial and national leader in providing customized training, curriculum development, project management, and best practice development. Our clients include government ministries, Crown corporations, large and small companies, and community-based organizations and agencies.

Customized Training – Any Time, Anywhere

Today's organizations face complex and constantly shifting challenges. Keeping up with change means constantly updating skills in the workplace. You want to be the best, and you need help getting there.

At CLCL we specialize in preparing people to respond to change by identifying and addressing knowledge and skills gaps. In consultation with your organization, CLCL will develop sessions tailored to your unique needs and context. Call us – we can help you succeed with leading-edge, relevant, cost-effective, accessible, and flexible solutions.

Our top-selling offerings include:

- Advanced Motivational Interviewing
- Appreciative Inquiry
- Business Communications: It's All About You
- Bylaw Level I
- Coaching for Improved Performance
- Clinical Supervision: Innovative Practices
- Development and Delivery of Online Learning
- Everything You Wanted to Know About the DSM-IV-TR
- Flawless Facilitation the First Time
- Foundations of Effective Management Certificate
- Leading with Emotional Intelligence
- Management Development for Community Settings Certificate
- Substance Use Certificate courses
- Team Building Tactics: Making the Whole Greater than the Sum
- To Tell the Truth: Dealing with Negativity in the Workplace

A Proven Track Record | Our clients include:

BC Children's and Women's Hospital	Ministry of Children and Family Development
BC Coalition to Eliminate the Abuse of the Elderly	Ministry of Public Safety and Solicitor General: Victim Services and Community Programs Division
BC Ferries	Nunaliṭuqait Ikajuqatigiitut Inuit Association
BC Lottery Corporation	Pacific Community Resources Society
BC/Yukon Society of Transition Houses	QLT
Canadian Food Inspection Agency, Agriculture Canada	RCMP, "E" Division
City of Richmond	Shelter Net BC
Community Counselling, Fort Nelson	Surrey Delta Immigrant Services Society
Empire Marketing Corporation	The Triage Emergency Services and Care Society
Government of Canada: Passport Canada	Westminster Savings and Credit Union
Insurance Corporation of British Columbia	YWCA of Vancouver
Kardel Consulting Inc.	
Mainstream Proactive Society for Community Living	

Areas of Specialization:

- Training and educational development
- Needs assessment
- Gap analysis
- Leadership development
- Curriculum development
- Facilitation
- Strategic planning
- Conference management

For more information on our customized programs and services, contact:

Susan Forest, Program Coordinator (Counselling and Capacity Building)
604.528.5685 or sforest@jibc.bc.ca

Sandra Rice, Program Coordinator (Management and Leadership;
Instructor Development; Critical Incident Stress Management)
604.528.5633 or srice@jibc.bc.ca

or visit our website at www.jibc.bc.ca/clcl

Our Faculty

Each member of our instructional and design team has an outstanding reputation for being a leader in their field. Every customized course is designed and taught by a content expert who works closely with your organization to identify the training outcomes.

Location

Because you pick the location, you save on transportation and accommodation costs, time away from work, and productivity gaps. We come to you whether it's at the office, a conference centre, or a hotel meeting room. Or you can choose to have the course delivered at our New Westminster or Victoria campus.

Our Collaborative Approach

We believe in collaboratively creating and delivering programs that are tailored to your organization. Our clients have told us that the unique, collaborative way in which we help them solve their problems through customized training solutions is what sets us apart from the competition. We work in partnership to identify and assess your training needs.

Here is what our clients are saying:

"Following years of searching for culturally sensitive training that could meet our needs, we are happy to have found a true partnership with the Justice Institute of BC."

Kitty Pearson, Program Manager
Nunaliuqait Ikajuqatigiitut Inuit Association

"The training has been fabulous. It has given our staff confidence and they use this information on a daily basis. I am very pleased to see the tools they have received are now a part of the work culture."

Greg Richmond, Community Housing Manager
The Triage Emergency Services and Care Society

"We recently went through a period of rapid growth and we all needed to be communicating the same message throughout the agency. With so much at stake, we turned to the JIBC because we value their quality of work. The JIBC is very respected and has a great deal of credibility. We're very pleased with the results."

Jan Wood CPO, Mainstream Association
for Proactive Community Living

special events



To register for these special events, follow our usual registration procedure, as described on page 61.

Working More Effectively with Aboriginal People (#ABL100)

This seminar is open to the public and would be beneficial to senior managers, board members, members of the justice, public safety, and human services fields, educators, people in customer relations, and community members.

Topics will include:

- Individual and organizational strategies for enhancing relationships
- Business reasons for developing Aboriginal relationships
- Historical events and major court cases and their implications today
- Cultural, linguistic, and demographic information about Aboriginal people
- Cross-cultural perspectives
- Terminology and its usage in different situations
- Creative solutions to workplace challenges, by sifting through rhetoric
- Key considerations and use of language; what to say and not say when working in a complex environment

Presenter **Bob Joseph**, founder of Indigenous Corporate Training, has provided training on indigenous or Aboriginal relations since 1994. In 1999 Bob received an award from BC Multiculturalism for his work in promoting cross-cultural understanding. He is also an associate professor at Royal Roads University, in the Indigenous Corporate Relations Program.

Date(s): September 13, 2006

Fee: \$175

Instructor(s): Bob Joseph

For more information

Roberta Stewart, Coordinator, Aboriginal Programs and Services

604.528.5621 or aboriginal@jibc.bc.ca

Working with Boys and Men to Stop Violence and Build Community (#CY260)

This one-day interactive course is for teachers, youth workers, probation officers, counsellors, and others who work with boys and men in a variety of settings, including schools, youth and recreational programs, open or closed custody programs, residential or substance abuse treatment programs, or assaultive men's programs. Content will include male socialization, social issues of power and violence, race and class, anger and control, male/male and male/female relationships, and basic techniques for working with youth and men in diverse settings.

Paul Kivel is a trainer, activist, writer, and violence prevention educator. For the last 27 years he has worked with boys, young men, and adults in schools and universities, government agencies, and youth recreation and leadership programs, and with juvenile corrections on issues of violence prevention, program development, and community building. He is the author of several books, including *Boys Will Be Men*, *Helping Teens Stop Violence*, *Uprooting*

Racism, and You Call This a Democracy? as well as the Men's Work and Young Men's Work curricula.

Date(s): January 20, 2006 – NWC
Fee: \$165
Instructor(s): Paul Kivel

Biotechnology and Disability: Are the Escalating Concerns Justified? (#SP132)

Developed in partnership with the British Columbia Association for Community Living (BCACL), this one-day public forum is designed to help individuals understand current biomedical technologies and the debate regarding their use as they relate to people with disabilities. Prenatal screening, stem cell research, the Human Genome Project, reproductive technologies – what do they mean and how do they, or how might they, affect the lives of people with developmental disabilities and their families?

A panel of nationally recognized experts on biotechnology, ethics, and disability studies will:

- Provide a historical overview of the disability movement
- Review current trends and directions in research and practice
- Address the impacts and ethics of new technologies
- Examine the particular challenges of how technologies affect people with disabilities
- Challenge us to reflect on disability as a valued part of human diversity and to tease out the differences between disability and disease

It has been said that “the true measure of a society’s greatness is the way in which it cares for its most vulnerable citizens.” What can the experiences of people with developmental disabilities teach us about

our collective responsibility for shaping the future of biotechnologies in a way that safeguards all people?

Date(s): January 27, 2006 – NWC
Fee: \$90

Eye Movement Integration Therapy - Level 1 (#SPE133)

This 2 day workshop is for those in the helping professions such as social workers, mental health staff, counsellors and clinical psychologists.

Eye Movement Integration (EMI) is a powerful and yet very simple psychotherapeutic tool to effectively help clients who suffer from recurrent and negative memories from any traumatizing experience, including those with PTSD. As the name implies, EMI uses the natural interrelationship of eye movements and thought processes to aid in the integration of distressing memories with beneficial, counter-balancing memories and information. Natural resolution of memories is sometimes blocked after traumatic experience, and these memories may remain isolated and fragmentary.

In this workshop, participants will learn the basic principles and stages of the EMI approach and treatment, how to overcome client resistance, the appropriate precautions to take with clients, and how to investigate the possible mechanisms involved in the treatment.

Requirements

Bachelor of Social Work or Psychology, with a minimum of 2 years of experience in individual counselling; or a masters degree or Registered Clinical Counsellor (RCC) equivalency.

Psychologist **Danie Beaulieu**, Ph.D., is the founder and president of Académie Impact, a training institute, publishing house and producer of therapeutic aids

based in Quebec City. She is the co-developer of Impact Therapy and Eye Movement Integration Therapy, on which she has authored 15 books. Danie has shared her innovative and effective methods with professional and general audiences throughout North America and Europe.

Date(s): December 5- 6, 2005
Fee: TBA
Instructor(s): Danie Beaulieu



degree programs and diplomas

Royal Roads Partnership



The Centre for Leadership and Community Learning is pleased to partner with Royal Roads University in delivering a degree program for professionals working in the justice and public safety fields. This program provides a unique opportunity to develop and enhance your leadership skills within a flexible schedule that enables students to continue working in their chosen field.

For further information on registration, please contact:

Michelle Tai, Senior Programs Liaison,
Royal Roads University
toll free: 1-877-774-7272
local: 250-391-2600 ext. 4154
email: oll@royalroads.ca



New Aboriginal Leadership Diploma

The Justice Institute of BC is pleased to introduce the new Aboriginal Leadership Diploma.

We recognize that leaders and elders are identified from within the Aboriginal community. Thus, the purpose of this diploma program is to provide learners with the skills, knowledge, and abilities to be effective and successful in their leadership endeavours. The program respects the traditional and contemporary values held by Aboriginal communities, and recognizes the diversity of cultures, ceremonies, and traditions among individuals and communities.

This comprehensive, competency-based program is designed to maximize the individual's personal and professional growth while making a positive impact on the community. It seeks to develop the skill sets and attitudes required for working successfully and effectively as leaders in various Aboriginal contexts. Courses include:

- Values, Ethics, and Philosophies of Aboriginal Leadership
- Individual and Community Wellness in Aboriginal Contexts
- Aboriginal Leadership and Organizational Development
- Aboriginal Justice and Governance
- Dispute Resolution, Overcoming the Past, Group Dynamics, and Negotiation
- Writing and Research Skills, Storytelling, and Presentation Skills
- Aboriginal Human Resource Management
- Principles of Project and Financial Management

Application Deadline: August 25, 2005

Program Start Date: September 14, 2005

Tuition Fees:

Year 1	\$ 2900
Year 2	\$ 4525

Application Fee : \$ 125

Contact us for an application package and detailed brochure.

Roberta Stewart, Aboriginal Programs and Services

604.528.5621 or aboriginal@jibc.bc.ca

www.jibc.bc.ca/aboriginal



counselling and capacity building

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If you work with children, youth, adults or families, you will find a certificate or course here that will enhance your skills and knowledge. Our programs range from substance use and harm reduction to supporting women who have experienced violence, and from alternative healing techniques to counselling survivors of abuse. Most courses can be taken as part of a certificate or on an individual basis. Certificates and courses can also be customized for your agency or group. For training options, contact Susan Forest at 604.528.5685 or sforest@jibc.bc.ca.

Downtown Victoria Campus

We are pleased to announce that two of our courses are now being offered at the Justice Institute of BC's Victoria campus, located at 910 Government Street.

The following courses are offered at the Victoria campus:

- **[Re]Moving the Margins: Inclusive Community Engagement (#COUNS104)**
- **Everything You Ever Wanted to Know About the DSM-IV-TR (#EP204)**

All Counselling and Capacity Building courses are available on a contract basis. For more information or to request other offerings for Victoria, call Susan Forest at 604.528.5685 or e-mail sforest@jibc.bc.ca.

BE SURE TO LOOK FOR OUR INNOVATIVE NEW COURSES:

- **Embodying Personal Truth in a Changing World: The Path of Direct Perception (#EP285)**
- **Facilitating Psycho-educational Groups (#COUNS110)**
- **Having Our Voices Heard: Implementing Measures of Empowerment for Women Who Are Victims of Violence (#EP283)**
- **Intervening in the Abuse of Older Women (#COUNS113)**
- **Social Justice Advocacy: Practical Approaches to Advocating for Marginalized and Low-Income People (#EP284)**
- **Making the Transition: Providing Service to Trans Survivors of Violence and Abuse (#COUNS109)**
- **Rebuilding Connections: Working with Relationship and Sexuality Issues for Survivors (#COUNS114)**
- **Same-Gender Relationship Abuse: Strengthening Skills and Developing Strategies (#COUNS108)**
- **Teaching Problem-Solving Skills to Clients (#EP286)**
- **Integrating Treatment for Substance Use, Mental Health Problems, and Trauma in Women (#AD216)**
- **Another Way of Knowing: Using the Healing Power of Imagery and Expressive Therapies to Help Adults Meet the Challenges in Their Lives (#COUNS111)**
- **Advanced Approaches to Art Therapy for Counsellors and Therapists (#COUNS112)**
- **Grief, Loss, and Attachment Issues in Working with Children (#CY261)**
- **Promoting Resilience in Children: An Aboriginal Perspective (#CY256)**
- **Snakes and Snails: Navigating Current Boy Culture (#CY258)**
- **Sugar and Spice: Navigating Current Girl Culture (#CY257)**
- **Working across Disciplines to Support Children Exposed to Domestic Violence: Addressing Prevention, Intervention, and Accountability (#CY259)**
- **Introduction to Sexual Exploitation of Youth (#CY262)**

individual courses



Group Rate

A group rate is available for Counselling and Capacity Building courses. This rate applies where three or more persons from the same organization register at the same time.

COUNSELLING AND CAPACITY BUILDING

These courses are designed for counsellors and other professionals who are currently working with clients and are interested in building and refining their counselling skills. There is no application process, and participants may register for these courses as they choose. Some courses may be used as electives in certificate programs.

Campus locations

NWC – New Westminster Campus,
715 McBride Boulevard

VIC – Victoria Campus,
910 Government Street

Clinical Supervision: Innovative Practices (#EP278)

The course is for a wide range of mental health care and social service practitioners. It focuses on how clinical supervision is conceptualized from a theoretical point of view, delivered as a practical service, evaluated for effectiveness, and developed as a professional praxis. Current research informs the theoretical component of the course, and there is ample opportunity for discussion, self-evaluation, and group exercises. An extensive bibliography is included in the handouts for further research.

Date(s): February 9-10, 2006–NWC
Fee: \$235; group rate, \$215
Instructor(s): Monica Franz

Advanced Innovative Practices in Clinical Supervision (#EP288) **|advanced|**

This two-day course provides an opportunity to take the concepts presented in Clinical Supervision: Innovative Practices (#EP278) to another level through role-play, in-depth discussion, and self-reflection. Participants are invited to bring audio/videotapes of past work for group review and feedback. **Prerequisite(s):** #EP278 or experience.

Date(s): May 25-26, 2006–NWC
Fee: \$235; group rate, \$215
Instructor(s): Monica Franz

Counselling Skills: The Art of Asking Effective Questions (#EP587)

Counsellors and others in the helping role often ask themselves how they can use their limited time more wisely. Skilfully asking questions is not only an art but also an important aspect of their role. In this course, participants will explore the six essentials of asking good questions: how to ask well-timed questions, themes related to asking questions, discovering what your questioning style is and how to broaden it, making better use of time spent in the role of counsellor/helper, and why having good listening skills is not enough.

Date(s): March 23-24, 2006–NWC
Fee: \$235; group rate, \$215
Instructor(s): Elaine Stoll

Embodying Personal Truth in a Changing World: The Path of Direct Perception (#EP285) **|new|advanced|**

There are many doors to greater awareness and the embodiment of presence. Drawing on the traditions of eastern and western psychology in the spirit of Alan Watts, this course teaches the theory and skill of direct perception. The threads of developmental bodywork, the inner energy body, and creative expression are interwoven in exploring a three-stage process of client

growth: connecting to self, embodying personal truth, and manifesting love. These skills may be integrated into many specific modalities such as trauma work, EMDR, Bodydynamics, family and couples counselling, or addictions. They may be applied in individual or group settings. Participants will be invited to present case examples, and to participate in discussion and experiential learning.

Date(s): June 8-9, 2006–NWC
Fee: \$235; group rate, \$215
Instructor(s): Margaret Jones-Callahan

Facilitating Parenting Groups – Essential Skills (#EP586)

This course provides facilitators of parenting groups with a range of useful techniques for clarifying parental role, styles, and approaches; keeping parents focused on their choices, not their children's behaviour; and using the developmental stages of children as a dynamic tool. Emphasis is on helping parents distinguish partner issues from parenting problems, and their own childhood from their children's childhood. Participants will develop their confidence in using spontaneity and identifying the "teachable moment," and learn creative ways of presenting material that minimizes defensive reactions from individuals or the group. The course also examines how to access the most current print, video, and Web-based resources.

Date(s): January 26-27, 2006–NWC
Fee: \$235; group rate, \$215
Instructor(s): Elaine Stoll

Facilitating Psycho-educational Groups (#COUNS110) [\[new\]](#)

The success of psycho-educational programs and therapy groups depends on the facilitation skills of those leading the process. Effective facilitators have skills of engagement that can both keep participants in the room and engage them in a process of learning and change. A group setting can challenge even the most skilled professionals. This two-day course will focus on developing skills to facilitate group process.

Topics include: building a therapeutic alliance; creating an effective learning environment; understanding group development; facilitating group process; working with mandated and reluctant participants; managing difficult challenges; and working with a co-facilitator.

Date(s): November 23-24, 2005–NWC
Fee: \$245; group rate, \$225
Instructor(s): Jane Katz

Fostering and Encouraging Client Responsibility (#EP524)

In this course, participants will learn how to effectively encourage clients to develop more self-reliance and identify more effective ways to think about their problems/solutions, the choices they make or do not make, and the consequences of their choices. As workers, we can unintentionally and indirectly collude with individuals to remain "stuck," become dependent on others to solve their problems, and focus on the evaluation of others, such as teachers, counsellors, peers, and so on. This workshop is practical and skill-based.

Date(s): June 1-2, 2006–NWC
Fee: \$235; group rate, \$215
Instructor(s): Elaine Stoll

In Her Own Time: Empowering Women Who Have Experienced Violence and Seek Help from The Justice System (#EP283) [\[new\]](#)

In 2001, the Victim Services Division funded the development of measures of empowerment for female victims of violence who have had contact with the justice system. This course is for justice system personnel and those in victim services and other support systems working with women to foster empowerment practices. The course will share the findings of the Measures of Empowerment Study, particularly the approaches and strategies that women who had experienced violence found empowering; examine the meaning of the empowerment for women who are victims of violence; and explore empowerment strategies that can be used

to support women involved in the justice system.

Date(s): November 8, 2005–NWC
 May 5, 2006–NWC
Fee: \$125; group rate, \$115
Instructor(s): Gail Edinger, Linda Light

Intervening in the Abuse of Older Women (#COUNS113) [\[new\]](#)

This course will provide those in the anti-violence field and those working with older women with the information and skills to respond appropriately to the needs of older women who have experienced abuse or violence at the hands of a family member. Through presentations, small-group discussions, structured activities, and feedback sessions, participants will examine the issue of ageism; the seriousness of older-woman abuse; and the impact on older women of various forms of abuse and violence. The course focuses on the cultural, economic, and social barriers that affect older women's disclosure and help seeking; identifying policies and legislation that can help a particular older woman; safety planning to reduce the risk of further abuse or violence; and assessing participants' existing services, programs, and practices in relation to the needs of older women who have experienced abuse or violence.

Date(s): January 10-11, 2006–NWC
Fee: \$250; group rate, \$230
Instructor(s): Jill Hightower, Greta Smith



Social Justice Advocacy: Practical Approaches to Advocating for Marginalized and Low-Income People (#EP284) [new](#)

Effective advocacy requires a wide range of skills, including planning, networking, strategic thinking, creative problem solving, and understanding the reasons behind people's needs. This course is for service providers who work with low-income and marginalized people, particularly social workers, victim service workers, crisis intervention workers, and other front-line workers. The course provides an introduction to social justice advocacy and administrative legislation, including interpreting and applying legislation to case-specific scenarios, and outlines the elements and general principles of appeals, boards, and tribunals. Participants will examine administrative fairness, natural justice, ethics, and the legal aspects of advocacy. They will learn the value of "thinking outside the box" and will discuss the role of the media in individual advocacy. **For more information on future dates and fees, please contact the program coordinator at 604.528.5620.**

Date(s): TBA
Fee: TBA
Instructor(s): Laura Gullickson, Sherrill Gullickson



Making the Transition: Providing Service to Trans Survivors of Violence and Abuse (#COUNS109) [new](#)

This introductory course is part of a curriculum developed by the Women/Trans Dialogue Planning Committee and the Justice Institute of BC for service providers interested in developing the knowledge and skills necessary to support and assist trans survivors of violence. The course goes beyond a LGBT approach in addressing issues specific to work with trans survivors. It builds on and increase participants' awareness of the social context of violence against trans people; forms of violence and abuse typically experienced by trans people; power and control examined through a trans lens; barriers to reporting violence and accessing services; agency policies and practices required to create trans-positive environments and to support trans survivors of violence.

Date(s): February 17, 2006–NWC
Fee: \$125; group rate, \$115
Instructor(s): Devon MacFarlane, Caroline White

Mask and Mirror: The Many Faces of Shame (#EP214) [advanced](#)

Shame is a primal human response to a loss of mutuality or of power within relationship. Changing power dynamics within family, groups, or community is possible without a loss of dignity or individual integrity. Participants will examine the central role of shame in the dynamics of trauma, abuse, addictions, attachment, eating disorders, and dissociative states of consciousness. Participants will gain knowledge and skills for addressing clients' experiences of shame through lecture, discussion, case presentations, and experiential learning.

Date(s): December 1-2, 2005–NWC
Fee: \$235; group rate, \$215
Instructor(s): Margaret Jones-Callahan

Rebuilding Connections: Working with Relationship and Sexuality Issues for Survivors (#COUNS114) [new](#) [advanced](#)

Using mini-lectures, case study, role-plays, and experiential exercises, this two-day course will explore relationship and sexuality issues for survivors of childhood sexual abuse. The first day is suitable for counsellors who work with both individuals and couples. Topics include: common long-term effects of childhood sexual abuse in relationships; defences within an intimate relationship and early interventions to promote growth; working with sexual fantasies that might be memory containers; and strategies to promote generalization of individual growth into intimate relationships. On the second day, participants will focus on working with couples where one or both partners is a childhood sexual abuse survivor. Topics include: identification and assessment of dissociative responses in the adult survivor; identification of the partner's complementary wounds; adaptations of standard couple interventions to promote safety and healing; and use of techniques such as EMDR and DMNS with these couples. Attendance on the second day is optional if you don't work with couples. If you want to attend the second day, you must also come on the first day.

Date(s): March 6-7, 2006–NWC
Fee: \$235; group rate, \$215
Instructor(s): Maureen McEvoy

[Re]Moving the Margins: Inclusive Community Engagement (#COUNS104)

This course is for those who work with members of marginalized populations or are involved in developing programs and policies to support members of marginalized groups. It introduces participants to a specific form of community practice known as Transformative Community Practice, which is built on a foundation of engagement and community capacity building. This method of working in community requires a new understanding of the professional practitioner's role in facilitating and supporting community



involvement when working with marginalized communities. Participants will learn how to, in Adrienne Rich's words, "build from the ground up."

Date(s): May 29-30, 2006–VIC
Fee: \$294; group rate, \$274
Instructor(s): Jannit Rabinovitch

Same-Gender Relationship Abuse: Strengthening Skills and Developing Strategies (#COUNS108) |new|

Lesbian, gay, bisexual, Two-Spirit, and trans people (LGBT) in abusive same-gender relationships face barriers to accessing services and support as a result of discrimination and societal oppression, as well as a lack of understanding by communities and service providers about the dynamics of abuse in same-gender relationships (sometimes referred to as "same sex"). Offered by the LGBT Anti-Violence Project, this introductory course provides an overview of the problem and strategies to help service providers assess this type of abuse, support people in abusive relationships, and address homophobia, biphobia, and heterosexism. Topics include definitions and concepts, prevalence and factors contributing to silence, myths and realities, what is unique to same-gender relationship abuse, and assessment challenges. Learning activities include presentations, group discussions, and interactive exercises.

Date(s): February 16, 2006–NWC
Fee: \$125; group rate, \$115
Instructor(s): Cindy Holmes,
 Peter Toppings

Teaching Problem-Solving Skills to Clients (#EP286) |new|

More effective problem-solving skills can be learned and taught. Spending time with clients teaching them useful problem-solving skills is something tangible you can offer. Learn more about the role that 10 decision-making styles play in how people approach problem solving. Identify key questions to explore, and learn more about what to listen for when people describe their problems. Strengthen the specific skills that help foster in people the desire to more constructively solve their problems. Explore the things that problem-solving strategies share, and add one key question that is missing from many models.

Date(s): April 28, 2006–NWC
Fee: \$125; group rate, \$115
Instructor(s): Elaine Stoll

Understanding Pharmacology from a Counsellor's Perspective (#EP308) |advanced|

This course is for any helping professional interested in expanding their knowledge of pharmacology and how it pertains to clinical counselling situations. Topics include the central nervous system, anti-depressant medications, anti-anxiety medications, and drugs used to treat schizophrenia and bipolar disorder. Special emphasis is placed on substance abuse and the consequences of mixing psychotropic medications with street drugs. Through discussion and case scenarios, participants will gain knowledge of psychotropic

medications, including their effects, side effects, lethality, and interactions with street medications.

Date(s): November 25-26, 2005–NWC
Fee: \$245; group rate, \$225
Instructor(s): Munir Veiji, Yvonne Savard

Working with Complicated Grief (#COUNS102)

This one-day course explores challenging clinical situations in which the "normal" process of grief does not seem to apply, such as violent crime and symbolic loss. It describes factors that complicate grief, and presents a model for evaluating when a client's process ought to be cause for alarm, as opposed to being a normal process. The course also examines the relationship between post-traumatic stress disorder (PTSD) and grief, and offers a model for distinguishing the two.

Date(s): March 10, 2006–NWC
Fee: \$125; group rate, \$115
Instructor(s): Kathy Priest-Peries

Campus locations

NWC – New Westminster Campus,
 715 McBride Boulevard

VIC – Victoria Campus,
 910 Government Street



MENTAL HEALTH AND TRAUMA

These courses provide mental health practitioners and counsellors with the opportunity to analyze and synthesize current issues and practices in the field of mental health and trauma counselling, including intervention skills, differential diagnosis, and treatment planning.

Campus locations

NWC – New Westminster Campus,
715 McBride Boulevard

VIC – Victoria Campus,
910 Government Street

Everything You Ever Wanted to Know About the DSM-IV-TR (#EP204)

This introductory course is for professionals interested in increasing their understanding of psychiatric concepts and processes in order to better serve their clients who are receiving medical/clinical services within the mental health system. Participants will examine the Diagnostic and Statistical Manual of Mental Disorders: DSM-IV-TR (4th edition), review basic psychiatric diagnostic terminology, and explore the Multi-Axial Evaluation according to DSM-IV-TR criteria. Common diagnostic categories such as mood disorders, anxiety

disorders, and personality disorders will be discussed, highlighting the role of non-medical mental health professionals in the diagnostic process.

Date(s): November 28-29, 2005–NWC
March 2-3, 2006–VIC
Fee: \$245 – NWC; group rate \$225
\$306 – VIC; group rate, \$286
Instructor(s): Joe Solanto

Integrating Treatment for Substance Use, Mental Health Problems, and Trauma in Women (#AD216) [\[new\]](#)

This course provides an overview of current knowledge about the links between the experience of violence and trauma, mental health problems, and substance use problems in women. It offers principles and promising practices arising from programming designed for women facing these connected concerns. The course introduces a range of research and program evaluation findings and program resources that will (1) support further study and application of relevant strategies, and (2) link efforts to make services “trauma-informed” to key treatment approaches and concepts raised in other courses.

Date(s): May 10, 2006–NWC
Fee: \$140; group rate, \$125
Instructor(s): Nancy Poole

Responding to Trauma and Post-Traumatic Stress Reactions (#EP251)

This course brings together a broad range of trauma responders, including counsellors, front-line workers, support workers, victim service workers, peer personnel from high-risk professions, and other service providers working with survivors in a variety of contexts. All aspects of trauma and its consequences are addressed, including critical incidents and the acute and long-term impacts of trauma. Interventions for recovery at all levels are reviewed.

Date(s): September 29-30, 2005–NWC
Fee: \$245; group rate, \$225
Instructor(s): Joe Solanto

Using the DSM-IV-TR with Children and Youth – Introductory Level (#MH008)

This introductory course is for any professional working in a mental health or school setting who wants to develop a basic understanding of and facility with mental health diagnoses for children and youth. It provides an introduction to the organization and content of the DSM-IV-TR and to the relevant diagnostic theories and applications in mental health practice with children and youth. It provides a balanced presentation of the benefits and pitfalls of mental health diagnoses for children and youth as well as the ways in which the Diagnostic and Statistical Manual of Mental Disorders can be used responsibly.

Date(s): March 30-31, 2006–NWC
Fee: \$245; group rate, \$225
Instructor(s): Joe Solanto

Understanding Children and Youth Who Have Experienced Trauma (#CY240)

This course provides an understanding of the impact of trauma across the developmental lifespan of children and adolescents, and examines the resulting coping mechanisms. Participants will explore the support needs of children and adolescents who have experienced trauma and examine specific skills for meeting these needs.

Date(s): April 3-4, 2006– NWC
Fee: \$245; group rate, \$225
Instructor(s): Natalie Clark,
 Cheryl Bell-Gadsby

For more courses on Trauma, see page 50 or suggested electives.

CREATIVE AND EXPRESSIVE THERAPIES

Complementary healing practices and art and play therapy can provide valuable tools for addressing client needs. The following courses were developed for workers in “mainstream” agencies as well as counsellors in private practice.

Art and Play Series

The courses in this series are designed to provide practitioners with a basic understanding of art therapy, play therapy, and other expressive therapies. There is no application process; students may register for courses individually or register for the whole series.



Marie-José Dhaese
instructor

For courses taught by Marie-José Dhaese, students with a master's degree in a related field may apply for Continuing Education Units towards registration with the Association for Play Therapy International. Please contact the Centre for Expressive Therapy at 250.335.1829 or visit www.centreforexpressivetherapy.com for more details.

Expressive Play Therapy Methods Level I (#CY104)

This introductory course is for counsellors, social workers, child care workers, and mental health professionals working with children 3 to 12 years old. The course focuses on expressive play therapy methods and examines the function of art and play through the developmental stages. Participants will have the opportunity to become familiar with the toys and art therapy exercises used in working with children in this age group.

Date(s): October 25-26, 2005–NWC
 July 11-12, 2006–NWC
Fee: \$250; group rate, \$230
Instructor(s): Marie-José Dhaese

Expressive Play Therapy Methods Level II (#CY104A)

This course is for practitioners who use play and various expressive therapies in their work with children. The course includes guiding principles of child-centred play therapy, the intake process, setting up a playroom, how to structure the session, when to lead and when to follow, and permissiveness and limits. These issues are illustrated by a videotape of excerpts from sessions and practised through role-plays. **Prerequisite(s):** Expressive Play Therapy Methods Level I (#CY104) or one year of experience in play therapy at work or school. Include your resume with the registration form.

Date(s): October 27-28, 2005–NWC
 July 13-14, 2006–NWC
Fee: \$250; group rate, \$230
Instructor(s): Marie-José Dhaese



Expressive Play Therapy Methods with Abused and Neglected Children (#CY104B) | **advanced**

This course is for practitioners who use art and play therapy in their work with children who have experienced and disclosed neglect and abuse. Course content reviews theoretical principles underlying the use of art and play therapy with traumatized children and illustrates ways of addressing the main clinical issues of neglected and abused children. **Prerequisite(s):** Expressive Play Therapy Methods Level I (#CY104) or one year of experience in play therapy at work or school. Include your resume with the registration form.

Date(s): November 17-18, 2005–NWC
Fee: \$280; group rate, \$260
Instructor(s): Marie-José Dhaese

Campus locations

NWC – New Westminster Campus,
 715 McBride Boulevard

VIC – Victoria Campus,
 910 Government Street

Another Way of Knowing: Using the Healing Power of Imagery and Expressive Therapies to Help Adults Meet the Challenges in Their Lives (#COUNS111) | **new**

This two-day course is for health care practitioners, social workers, and counsellors who want to integrate the use of imagery and expressive therapies in their work with adults. Based on Holistic Expressive Therapy, an integrative approach that takes into consideration the physical, emotional, cognitive, and spiritual needs of clients in therapy, the course will explore how to help clients connect with their innate wisdom through the use of imagery and a variety of expressive therapies (art, sandplay, storytelling, writing, sewing, and so on) to not only meet the challenges in their lives but learn and grow from them.

Date(s): February 23-24, 2006–NWC
Fee: \$250; group rate, \$230
Instructor(s): Marie-José Dhaese

Art Therapy in Early Stages of Addiction Recovery (#AD210)

Art therapy is increasingly recognized in the addictions treatment communities as a clinically valuable intervention. The art therapeutic process is uniquely suited to meet the therapeutic needs of the client in early recovery in terms of psychodynamic, humanistic, cognitive, behavioural, and Bowenian theoretical paradigms. Topics in this course include art therapeutic principles of practice; issues in art therapeutic clinical dynamics and interventions in early recovery; potential benefits and contraindications of art therapy in general; and specific media and techniques, interventions, and directives. No art-making experience is required.

Date(s): May 12-13, 2006–NWC
Fee: \$250 ; group rate, \$235
Instructor(s): Monica Franz

Integrating Energetic Bodywork into the Counselling Process (#IHC004)

Issues such as chronic pain, anxiety, depression, and trauma reactions affect clients both physiologically and emotionally, and are rarely resolved using cognitive therapy alone. This course explores therapeutic interventions from energetic, solution-focused, and metaphorical approaches. Participants will acquire practical clinical tools for heightening mind-body communication; refine and integrate communication skills with energetic bodywork; develop hands-on skills to shift the client's internal frame of reference to a healthier, more proactive stance; explore a framework that integrates healing touch, hypnosis, guided imagery, and other counselling skills; and examine legal and ethical issues related to touch therapy. These skills help practitioners and their clients replenish the mind and the body as well as manage a wide variety of symptoms including trauma, chronic pain, anxiety, and depression.

Date(s): March 1-2, 2006 – NWC
Fee: \$245; group rate, \$225
Instructor(s): Cheryl Bell-Gadsby



Introduction to Art Therapy for Counsellors and Therapists (#CY250)

This course is for therapists, counsellors, and other mental health professionals who integrate some form of art making into their clinical work but who are not certified art therapists. The course will provide introductory information on the theory and practice of art therapy, enabling participants to use this powerful therapeutic medium with effectiveness, skill, and ethical integrity. Areas covered include the therapeutic benefits and contraindications of art therapy, ethical and liability issues, creating and maintaining an art therapeutic environment, vicarious traumatization, and boundary management. Opportunities will be provided for experiential exercises and case studies.

Date(s): November 24-25, 2005–NWC
Fee: \$250; group rate, \$230
Instructor(s): Monica Franz

Advanced Approaches to Art Therapy for Counsellors and Therapists (#COUNS112) |new| advanced|

This two-day course explores further the theoretical paradigms that inform art therapeutic practice, particularly as they relate to each participant's clinical work. Topics include skilled approaches to art therapeutic dynamics, creative environments and materials, group work, and working with specific populations. **Prerequisite(s):** #CY250 or permission of the facilitator.

Date(s): January 19-20, 2006–NWC
Fee: \$235; group rate, \$215
Instructor(s): Monica Franz



WORKING WITH CHILDREN AND YOUTH

These courses address the special issues related to providing innovative support and counselling to children and youth, including the impact of and relationship between gender, violence, substance misuse, and trauma on the experiences of child and adolescent development. A variety of professionals such as youth and child care workers, alcohol and drug counsellors, teachers, social workers, and other practitioners who work with children and youth in a range of community settings will benefit from these courses.

Dealing with Self-Mutilative Behaviour In Young People (#CY224)

Self-mutilative behaviour in young people in care is a major cause of concern. Not only does it often cause long-term physical damage to the young person but it is also quite distressing to caregivers, family members, and other clients. It can also cause severe disruption in residential programs and community settings. Self-mutilation is difficult to understand and even more difficult to treat successfully. This course examines the dynamics and

treatment of self-mutilative behaviour in young people. It provides definitions of the behaviour, explores the differences between self-mutilation and suicide, and discusses the prevalence of the problem. It also examines various interventions and staff reactions to the behaviour, and looks at the possible contagion factors within the therapeutic milieu and community settings.

Date(s): June 16-17, 2006–NWC
Fee: \$245; group rate, \$225
Instructor(s): Grant Charles

Grief, Loss, and Attachment Issues in Working with Children (#CY261) |new|

This one-day course will present a model of grief that provides both a guideline for assessment and a map for treatment. A framework for examining cognitive and emotional development of children will be examined, followed by an exploration of how grief and loss impact on developmental processes and vice versa. The course will provide a series of options for effective intervention when working with children who have experienced loss or attachment disruption.

Date(s): October 21, 2005–NWC
Fee: \$125; group rate, \$115
Instructor(s): Kathy Priest-Peries

Promoting Resilience in Children: An Aboriginal Perspective (#CY256)

This course will provide a brief overview of how stress impacts the body, and a brief historical perspective that will assist in identifying how the history of Aboriginal people continues to affect the lives of children, families, and communities today. Topics include what resiliency is, what promotes resiliency, and the many traditional and non-traditional strategies participants can use to strengthen resiliency in the children they work with.

Date(s): October 3, 2005–NWC
Fee: \$125; group rate, \$115
Instructor(s): Monique Gray-Smith

Putting a Youth Twist into Substance Use Information and Youth Services (#AD207)

This course is for those who work with, or are interested in working with, substance-misusing youth. Basic substance use information will be reviewed, with an emphasis on the unique needs of youth and how they differ from those of adults. Participants will review models of substance use, harm reduction, stages of use, and the model of change through a “youth lens”; learn how to implement tools that will help youths assess their own substance use; and learn how to create effective youth services.

Date(s): March 27-28, 2006–NWC
Fee: \$245; group rate, \$225
Instructor(s): Kathy Snowden,
 Mary Anne Crabtree

Snakes and Snails: Navigating Current Boy Culture (#CY258) [|new|](#)

This course is for health professionals, law enforcement youth workers, educators, and counsellors who work with teen boys in a variety of settings, and for any man 19 years or older who is interested in new ways to connect with the young men he works and/or lives with. Based on the acclaimed SafeTeen Program (www.SafeTeen.ca), the course explores the male code of conduct, where we learn it, and how it operates. Issues relevant to men of all ages such as

conflict, relationships, sex, and power are covered in a safe, respectful, and humorous environment. The course focuses strongly on gender esteem building and addresses current male culture and the impact of media, the Internet, peer influence, and adult role models.

Date(s): November 18-19, 2005–NWC
 June 23-24, 2006–NWC
Fee: \$270; group rate, \$250
Instructor(s): Bill Pozzobon

Sugar and Spice: Navigating Current Girl Culture (#CY257) [|new|](#)

This course is for health professionals, law enforcement youth workers, educators, and counsellors who work with teen girls in a variety of settings, and for any woman 19 years or older who is interested in new ways to connect with the young women she works and/or lives with. Based on the acclaimed SafeTeen program, the course offers the basic SafeTeen skills (www.SafeTeen.ca) and examines the urgent new realities facing girls and young women. It offers strategies for dealing candidly with topics such as the recent epidemic of oral sex, life-threatening disordered eating patterns, the alarming rise in sexual assaults related to the date rape drug, and teen sexploitation on the Internet. The course focuses strongly on gender esteem building and addresses current Girl Culture, including fashion choices and the disturbing trend towards female violence.

Date(s): November 18-19, 2005–NWC
 June 23-24, 2006–NWC
Fee: \$270; group rate, \$250
Instructor(s): Anita Roberts

Understanding Children and Youth Who Have Experienced Trauma (#CY240)

For a course description, please see page 19.

Date(s): April 3-4, 2006 – NWC
Fee: \$245; group rate, \$225
Instructor(s): Natalie Clark,
 Cheryl Bell-Gadsby

Therapeutic Applications of Adventure-Based Learning (#CY222)

This course reviews the history of the use of adventure-based learning to achieve therapeutic goals in a wide variety of settings. The common theoretical basis of adventure-based learning and several widely accepted therapeutic models are described. The use of diagnostic and assessment strategies and program/treatment planning in keeping with therapeutic goals are discussed. Particular emphasis is placed on facilitating structured experiences for youth at risk in order to overcome tendencies towards resistance, acting out, and dropping out. Program variations for use with different populations, such as substance misusers, violent offenders, and so on, are reviewed. Literature and research reviews that address program effectiveness are examined.

Date(s): April 6-7, 2006 – NWC
Fee: \$245; group rate, \$225
Instructor(s): Joe Solanto

Using the DSM-IV-TR with Children and Youth – Introductory Level (#MH008)

For a course description, please see page 18.

Date(s): March 30-31, 2006 – NWC
Fee: \$245; group rate, \$225
Instructor(s): Joe Solanto

Working across Disciplines to Support Children Exposed to Domestic Violence: Addressing Prevention, Intervention, and Accountability (#CY259) [|new|](#)

The continuum of prevention, intervention, and accountability in supporting children exposed to domestic violence demands thinking across disciplines. This two-day course will enhance participants' knowledge and skills in collaborative practices and leadership, and will stimulate professional and community collaboration, a critical step in supporting these children. The course will provide many examples of specific collaborative steps that can be taken by child protection workers, Children

Who Witness Abuse counsellors, health care workers, mental health workers, law enforcement professionals, school personnel, early childhood educators, and community social services providers.

Date(s): February 27-28, 2006–NWC
Fee: \$235; group rate, \$215
Instructor(s): Shahnaz Rahman

Introduction to Sexual Exploitation of Youth (#CY262) [new]

Sexual exploitation of young girls and boys for profit continues to be on the rise. This course is designed to help parents, teachers, school counsellors, police, social workers, and youth workers understand this complex social issue and learn how to support youth and families who are affected by it. The course will provide a definition of sexual exploitation; review protection of children under BC legislation; discuss why and how youth get involved in the sex trade, and the differences between girls and boys in the sex trade; and provide community-based prevention and intervention strategies.

Date(s): September 26-27, 2005–NWC
Fee: \$235; group rate, \$215
Instructor(s): Diane Sowdon

Fetal Alcohol Spectrum Disorder (#AD210) [new] online course

This online course is for front-line workers, program managers, and others working with high-risk women and/or children, youth, and adults living with Fetal Alcohol Spectrum Disorder (FASD), along with their families and support networks. The course is 21 hours long, to be completed part-time over six weeks.

The disabilities related to FASD are often not well understood by those working in health, educational, social service, and justice settings. As a result, the response to children, youth, and adults with FASD may not take into account their disabilities related to communication, memory, and reasoning. Also, opportunities are missed for preventing FASD by effectively intervening with women in their childbearing years who use alcohol. This course will provide an overview of



FASD and its prevention. Participants will discuss how a diagnosis is made and how to work effectively with clients affected by FASD. By the end of the course, they will:

- Understand terms associated with the effects of alcohol and drug use during pregnancy (FASD, pFAS, ARND, ARBD and NAS)
- Explain how persons affected by FASD may present in various settings
- Describe key individual and contextual factors that contribute to alcohol use by women during pregnancy
- Describe key principles and values to promote best practices in work with women to prevent FASD and with individuals affected by FASD
- Describe the criteria for a diagnosis and the components of an assessment for FASD
- Know where and how to make referrals for assessment, support, and/or treatment for women with substance use problems
- Identify specific strategies that individual

communities are employing to address FASD-related issues

- Be familiar with community, provincial, and national resources concerning FASD

Participants will receive a certificate of completion upon successful completion of the training. This course will count towards the program requirements of a Substance Use Certificate from CLCL.

For more information, please contact Shelley Rivkin, Director, CLCL, at 604.528.5628 or e-mail: srivkin@jibc.bc.ca. Visit our website at www.jibc.ca/clcl to download copy of the application form.

Start date: November 7, 2005
Fees: \$360 (plus \$40 application fee)

Facilitators: Nancy Poole, Jan Lutke

certificate programs



As part of our commitment to quality programming, we are revising and updating the Child Sexual Abuse Intervention Certificate for Practitioners as well as the Trauma Counselling and Clinical Intervention Certificate. These two certificates in their previous format end in August 2005. Our new certificate programs will be launched in fall of 2005. Watch for details.

SUBSTANCE USE CERTIFICATE

Courses in this area are grounded in a harm-reduction approach. Sessions are led by experienced professionals with a focus on understanding substance use within a bio-psycho-social-spiritual framework; the application of current research and knowledge about interventions; and the exploration of social justice issues such as race, class, gender, poverty, and violence.

Who should attend

Management and staff of health, criminal justice, and social service agencies whose clients include people who are using substances.

What participants learn

Participants gain an understanding of the key concepts, policy, and intervention models that guide the prevention, assessment, and treatment of substance use. Specific assessment and treatment approaches, including motivational interviewing, are covered in depth. Through class discussion, participants develop approaches to substance use issues that can be applied to a range of settings. Participants come away with a clearer understanding of their own values and practice framework.

How to apply

- We recommend that you apply at least two months before the certificate begins, because:
 - It can take up to five working days to process an application.
 - Once an applicant is accepted, we recommend registering at least 10 days before the classes begin.
- Complete the application form on page 69.
- Include your resume and a letter of reference with your application form.
- Once your application has been approved, please register directly with the Registration Office at 604.528.5590.
- There is a \$25 non-refundable application fee.

How the certificate and courses are offered

Courses may be taken individually or as part of the certificate. All courses can also be customized for your organization, agency, or group.

How to complete the certificate

Participants must complete the courses within a two-year period. Full attendance is required.

STEP 1

Complete the prerequisite, Understanding Substance Use (#AD400) (see course description on page 25)

STEP 2

Complete the required courses in any order. The following sequence is recommended (see course descriptions beginning on page 25).

- A Continuum of Care: Prevention to Harm Reduction (#AD401)
- Concurrent Disorder Planning (#AD410)
- Assessment Practices (#AD403)
- Case Planning (#AD404)
- Interconnected Risk (#AD405)
- Overview of Prevention and Intervention on Fetal Alcohol Spectrum Disorder (#AD409)
- Community Voices/Contemporary Issues (#AD407)
- Compassion and Policy: The Heart and Mind of Drug Policy Reform (#AD408)
- Advanced Motivational Interviewing (#AD204)

STEP 3

Complete two days of electives selected from an area of study relevant to your substance use practice. Suggested electives can be found on page 26.

STEP 4

Complete the final assignment within six weeks of completing the final core course.

For more information contact
Program Assistant
604.528.5875 or ljong@jibc.bc.ca

CORE COURSES

These courses can be taken individually or as part of the Substance Use Certificate.

Understanding Substance Use (#AD400)

This course provides participants with an overview of current practice theories and models in the field of substance use. Topics include: the bio-psycho-social-spiritual model; applying a harm-reduction approach to practice; impact of substance use on the individual, family, and community; identification of barriers to accessing help; and ethical issues and challenges for practitioners. **This course is a prerequisite for all courses in the Substance Use Certificate.**

Date(s): September 30–October 1, 2005–NWC
 January 27–28, 2006–NWC

Fee: \$245

Instructor(s): Heidi Furrer

A Continuum of Care: Prevention to Harm Reduction (#AD401)

This course provides participants with an understanding of the continuum of care in BC. Topics include: an introduction to the risk continuum; mapping the continuum of care; harm-reduction strategies and practices; risk management and relapse prevention. **Prerequisite(s):** Understanding Substance Use (#AD400).

Date(s): October 7–8, 2005–NWC
 February 10–11, 2006–NWC

Fee: \$245

Instructor(s): Barbara Plumstead

Concurrent Disorder Planning (#AD410)

Working with people who struggle with problems related to mental health and addiction can be frustrating, challenging, and rewarding. This course covers key issues in treatment planning and service delivery to assist you in your work with this vulnerable and frequently marginalized population. Topics include: understanding the interaction between mental health and addiction, principles of assessment

and treatment planning, and strategies for intervention. The course focuses on experiential learning and emphasizes the role of service providers as agents of change. (This course replaces Mental Health Issues and Substance Use [#AD402]. Individuals who have completed #AD402 as part of the Substance Use Certificate are not required to take this course.) **Prerequisite(s):** Understanding Substance Use (#AD400).

Date(s): October 26–27, 2005–NWC
 March 1–2, 2006–NWC

Fee: \$245; group rate \$225

Instructor(s): Debbie Suian

Assessment Practices (#AD403)

This course provides participants with an understanding of current assessment models and assessment tools. Topics include: the identification of the core values and key characteristics of effective helpers; assessment methods and instruments; motivational interviewing; and treatment planning. **Prerequisite(s):** Understanding Substance Use (#AD400).

Date(s): November 18–19, 2005–NWC
 March 10–11, 2006–NWC

Fee: \$245

Instructor(s): Rob Axsen

Case Planning (#AD404)

This course provides participants with an overview of the case planning process. Topics include: current case management approaches; characteristics of successful substance use–related case plans; benefits and barriers of case planning (professional and systemic); and strategies to identify and reduce systemic and professional barriers. **Prerequisite(s):** Understanding Substance Use (#AD400).

Date(s): December 1, 2005–NWC
 May 5, 2006–NWC

Fee: \$125

Instructor(s): Tom Hetherington

Campus locations

NWC – New Westminster Campus,
715 McBride Boulevard

VIC – Victoria Campus,
910 Government Street

Interconnected Risk (#AD405)

This course provides participants with an understanding of the interconnected risks of substance use and violence, trauma, sexuality, mental health, marginalization, and poverty. Topics include: building your own model/approach for doing multi-diagnosis, integrated care planning, and implementation of safety strategies. **Prerequisite(s):** Understanding Substance Use (#AD400).

Date(s): December 2-3, 2005–NWC
April 7-8, 2006–NWC
Fee: \$245
Instructor(s): Heidi Furrer

Overview of Prevention and Intervention on Fetal Alcohol Spectrum Disorder (#AD409)

This course provides participants with an overview of current research and knowledge on Fetal Alcohol Spectrum Disorder (FASD). Topics include: diagnostic definitions, models of prevention for working with women, and models of intervention for working with those affected with FASD. Current resources outlining relevant and effective strategies are presented and discussed. **Prerequisite(s):** Understanding Substance Use (#AD400).

Date(s): October 25, 2005–NWC
May 11, 2006–NWC
Fee: \$125
Instructor(s): Nancy Poole

Community Voices/Contemporary Issues (#AD407)

This course provides participants with an understanding of contemporary issues facing clients and practitioners. Topics include: acupuncture and other alternative treatment methods; ethics and methadone; supervised injection sites; and other current issues. **Prerequisite(s):** Understanding Substance Use (#AD400).

Date(s): December 9, 2005–NWC
March 18, 2006–NWC
Fee: \$125
Instructor(s): Barb Plumstead

Compassion and Policy: The Heart and Mind of Drug Policy Reform (#AD408)

This course provides participants with an understanding of the international drug policy reform movement by examining both the American “War on Drugs” and the European movement towards more balanced drug policies. Topics include: the role of the police and treatment providers in a “four-pillars” approach; research on supervised injection sites and the prescribing of heroin; and a public health approach to drug use. **Prerequisite(s):** Understanding Substance Use (#AD400).

Date(s): December 8, 2005–NWC
April 27, 2006–NWC
Fee: \$125
Instructor(s): Mark Haden
Gillian Maxwell

Advanced Motivational Interviewing (#AD204)

The course provides participants with an overview of motivational interviewing and how this system of techniques can be used to assist clients in building motivation to change and in strengthening and maintaining behaviours. Topics include: how people change; specific strategies for working with clients at each level of readiness to change; Decisional Balance Grids; and working with resistance and ambivalence. **Note:** Participants will benefit from having previous exposure to an introductory level of motivational interviewing, such as that offered in the Assessment Practices course (#AD403). **Prerequisite(s):** Understanding Substance Use (#AD400).

Date(s): December 16-17, 2005–NWC
April 21-22, 2006–NWC
June 16-17, 2006–NWC
Fee: \$245
Instructor(s): Rob Axsen

SUGGESTED ELECTIVES

Art Therapy in Early Stages of Addiction Recovery (#AD210)

For a course description, see page 20.

Date(s): May 12-13, 2006–NWC
Fee: \$250
Instructor(s): Monica Franz

Integrating Treatment for Substance Use, Mental Health Problems and Trauma in Women (#AD216)

For a course description, see page 18.

Date(s): May 10, 2006–NWC
Fee: \$130
Instructor(s): Nancy Poole

Putting a Youth Twist into Substance Use Information and Youth Services (#AD207)

For a course description, see page 22.

Date(s): March 27-28, 2006 NWC
Fee: \$245
Instructor(s): Kathy Snowden,
Mary Anne Crabtree

Understanding Pharmacology from a Counsellor's Perspective (#EP308)

For a course description, see page 17.

Date(s): November 25-26, 2005–NWC
Fee: \$245
Instructor(s): Munir Veiji
Yvonne Savard

Campus locations

NWC – New Westminster Campus,
715 McBride Boulevard

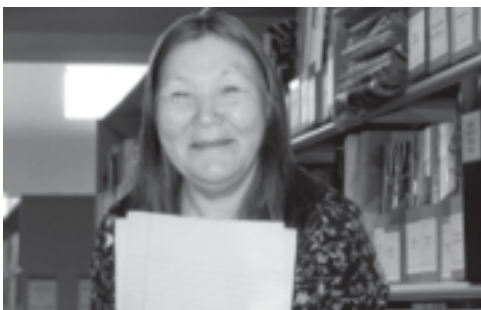
VIC – Victoria Campus,
910 Government Streets

customized contract certificate programs and courses



The Centre for Leadership and Community Learning is a leader in providing trauma and abuse training for workers throughout BC and across Canada. We also offer specialized courses on such topics as working with Aboriginal clients, addressing sexual exploitation, and other emerging trauma issues.

For more information on any of these certificate programs, contact Heather Matson at 604.528.5573 or e-mail hmatson@jibc.bc.ca.



ADVENTURE-BASED LEARNING CERTIFICATE

This program is the first comprehensive training program in adventure-based learning in Western Canada. It is targeted at professionals who support children, youth and families in a variety of community settings, such as outdoor programming, recreation, education, community safety, corrections, residential treatment, and outreach. The program will provide an essential foundation in adventure-based learning program design, activity selection, group leadership, and debriefing techniques to provide participants with practical applications to apply their knowledge and experience to recreational, educational and therapeutic settings.

CHILD ABUSE AND NEGLECT SUPPORT WORKER CERTIFICATE

The certificate program and courses were developed in response to the evolution of the field of child abuse prevention; the rapid, unprecedented changes in services to children, adolescents, and families occurring in the province of British Columbia; and the need for front-line support workers to develop basic competency skills in the area of child abuse and neglect to meet training standards required in the accreditation process.

The certificate program is designed for a variety of front-line professionals and para-professionals who work with children and adolescents who have experienced child abuse, and with their families.

The program consists of the following core courses:

- Understanding and Preventing Child Abuse and Neglect (#EP260)
- The Impact of Child Abuse and Neglect: Child Development and Resiliency (#EP261)
- Supporting Children Who Have Been Abused and Neglected (#EP262)
- Safety and Risk: Support Worker Self-Care (#EP263)

COUPLE AND FAMILY THERAPY CERTIFICATE

This certificate program is available for delivery on a contract basis only. The following courses in the program can be delivered individually on a contract basis:

- Introduction to Theories and Models of Couples and Families (#CFT100)
- Couple and Family Assessment (#CFT120)
- Ethical, Legal, and Professional Issues (#CFT130)
- Treatment Methods of Couple and Family Therapy, Level I (#CFT140)
- Treatment Methods of Couple and Family Therapy, Level II (#CFT150)
- Couple and Family Therapy Practice Supervision (#CFT160)



SUPPORTING ADULT SURVIVORS CERTIFICATE (#CSA134A)

This training program is for front-line staff and others who work in a support capacity with adults who were sexually abused in childhood.

This six-day program explores a societal and historical framework for understanding child sexual abuse and examines the impact of childhood sexual abuse throughout the life cycle. Participants will define the support needs of sexually abused adults from disclosure to completion of treatment; discuss the coping mechanisms of survivors and the impact of factors such as culture, sexual orientation, and ability on the experience of adults who were sexually abused in childhood; and define an appropriate support role and strategies for working with the survivor of sexual

abuse in the context of a larger treatment system. Participants develop and practise skills within an empowerment framework.

SUPPORTING CHILD, ADOLESCENT, AND ADULT SURVIVORS CERTIFICATE (#CSA134B)

This nine-day certificate program is available for delivery on a contract basis only. It is designed for front-line staff and others working with children, youth, and their families where sexual abuse is an issue. This certificate can be customized for your agency, organization, or group. It has been delivered in Williams Lake, Ahoushat, Fort Nelson, Dease Lake, and Skidegate, BC.

WORKING WITH YOUTH CERTIFICATE (#CY168)

The certificate program was developed with the help of managers and front-line staff working with children, youth, and their families. It is based on several theoretical frameworks with a focus on the practical application of these theories to the workplace.

The certificate is designed for professionals who are currently working with children over the age of 10, youth, and families in a variety of community settings, such as outreach, education, foster care, residential, street work, recreation, and treatment

In this four-part program delivered over 18 days, participants practise skills and increase confidence in relationship building, ethical decision making, conflict resolution, and create lifelong networks to share the latest information and resources available in their field. There will be many opportunities to apply new knowledge, skills, and techniques to strengthen your practice.

When you take the Working with Youth Certificate, you earn 4.5 units of unassigned credit towards child and youth care diplomas and degrees in other BC colleges and universities.

ABORIGINAL TRAUMA CERTIFICATE

The Aboriginal Trauma Certificate is a 20-day program delivered in one- or two-week modules. The training is delivered in Aboriginal communities to enable participants to remain close to their home community while attending the program, and to enable the curriculum to be tailored to meet the needs of the community or agency where it is being offered.

Applicants to the program must:

- Have a minimum amount of experience in support work (if the minimum is not met, the option of a one- or two-week prequel training is available to communities)
- Be actively working on their own wellness prior to taking the training
- Have a support system in place while taking the training

Applicants will be screened jointly by the client and the Justice Institute of BC in order to ensure that all participants have met the prerequisites. All participants who attend the entire 20-day program and successfully complete a final assignment will receive a certificate of completion.

Topics may include:

- Nature of trauma and traumatic stress reactions
- Post-traumatic stress, including multigenerational effects
- Impact of trauma on Aboriginal communities, families, individuals, and helpers
- Aboriginal healing practices in trauma recovery
- Comparison and contrast between western therapies and Aboriginal healing practices
- Support strategies for working with Aboriginal clients
- Individual and community strategies for wellness

The Aboriginal Trauma Certificate is coordinated by Susan Forest, Program Coordinator in the Centre for Leadership and Community Learning, and supported by Roberta Stewart, the Aboriginal Programs and Services Program Coordinator. Instructors and any additional curriculum developers are chosen based on their experience and qualifications in the field of traumatic stress. All the instructors and consultants involved in this program have at least a bachelor's degree in a related discipline, at least five years of experience working in the field, and at least two years of experience instructing. We use a team-teaching approach, with an Aboriginal instructor and a non-Aboriginal instructor delivering the training.

Making the Transition: Providing Service to Trans Survivors of Violence and Abuse

This introductory course was developed by the Women/Trans Dialogue Planning Committee and The Justice Institute of BC for service providers interested in developing the knowledge and skills necessary to support and assist trans survivors of violence. While there are some issues of overlap between lesbian/gay/bisexual and trans communities relating to violence that can be addressed in a LGBT framework, trans people of all sexual orientations have specific service needs and experience unique barriers in attempting to access services. This training goes beyond a LGBT approach to address issues specific to work with trans survivors.

The course will build on and increase participants' awareness of: the social context of violence against trans people; forms of violence and abuse typically experienced by trans people; power and control as examined through a trans lens; barriers to reporting violence and accessing services; agency policies and practices required to create trans-positive environments and to support trans survivors who have experienced violence.

Here's what past learners have to say about our courses and instructors

Debbie Siuan: Instructor, Concurrent Disorder Planning

- Excellent materials, organization, planning, delivery, media use, etc. All aspects of the course were fabulous.

Barb Plumstead: Instructor, A Continuum of Care

- Thanks Barb. You teach compassion and non-judgement as much as the material. Great!!

Mark Haden and Rob Axsen: Instructor, Advanced Motivational Interviewing

- Amazing learning experience.
- Well researched, organized, supported critically, objective, innovative, interesting and thought provoking.

Monica Franz: Instructor, Clinical Supervision

- Very informed, knowledgeable and experienced.
- Great open conversation and discussions.
- Monica's inner peace and confidence helped frame and set the tone of the workshop. The instructor also showed all participants respect & honoured their input.

management and leadership development

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certificate programs



CUSTOMIZED SOLUTIONS FOR BUSY MANAGERS AND EXECUTIVES

Do you want to promote healthy working relationships in your workplace? Does your staff need training in creating and operationalizing a strategic plan to address the unique issues or challenges faced by your organization or company? Are you developing quality assurance systems? Do you manage in a unionized environment? The Centre for Leadership and Community Learning can work with you to create dynamic solutions to the unique issues faced by your organization. For more information, contact Sandra Rice, Program Coordinator, at 604.528.5633 or e-mail srice@jibc.bc.ca.

Our Management and Leadership Development courses are designed for both new and seasoned supervisors and managers, and focus on the practical application of knowledge and skills to increase on-the-job effectiveness.

FOUNDATIONS OF EFFECTIVE MANAGEMENT CERTIFICATE

This certificate program reflects current thinking and practices in business and management education, with a particular focus on the necessary skills for effective leadership. The program has been revised based on input from professionals currently practising in the field, and feedback from participants who have attended earlier supervisory programs.

"I had an amazing time. I found the content very practical and hands on. I have a much better understanding of how I can inspire others.

Joclyne Canna, Foundations of Effective Management Certificate participant

"The instructor exceeded expectations and used applicable employment models that were understandable and useful. There were many take away examples that I can use back in the workplace. Thank you!

Peter Hooper, Foundations of Effective Management Certificate participant

Earn transfer credit to BCIT Management Certificate programs

Our Foundations of Effective Management Certificate has a transfer credit agreement in place with the British Columbia Institute of Technology. For details, see our website at www.jibc.bc.ca/clcl.

Who should attend

The certificate program is designed for current and future supervisors and managers in the private, public, and non-profit sectors.

What participants learn

Participants will gain a thorough understanding of the dynamics of leadership, and come away with practical strategies for performance management, planning, human resource development, and employee relations.

How to apply

- We recommend that you apply at least two months before the certificate begins, because:
 - It can take up to five working days to process an application.
 - Once an applicant is accepted, we recommend registering at least 10 days before the classes begin.
- Complete the application form on page 69.
- Once your application has been approved, please register directly with the Registration Office at 604.528.5590.
- There is a \$25 non-refundable application fee.

How the certificate and courses are offered

Core courses in the certificate are offered in four parts and are designed to be taken in order.

The Foundations of Effective Management Certificate is available on a contract basis and can be delivered anywhere in the province.

How to complete the certificate

Full attendance is required. The 14-day certificate program must be completed within three years.

STEP 1

The following core courses in the certificate program have been developed sequentially and must be completed in the order shown (see course descriptions beginning on page 32).

- Foundations of Effective Management Part 1: Leading the Way (#FMGMT100)
- Foundations of Effective Management Part 2: Leading through Effective Conflict and Change (#FMGMT200)
- Foundations of Effective Management Part 3: The Leader's Role in Effective Employee Relations (#FMGMT301)
- Foundations of Effective Management Part 4: The Leader's Role in Human Resource Management (#FMGMT401)

STEP 2

Complete four days of electives from the Professional Development Series (see course descriptions beginning on page 36).

STEP 3

Complete the final assignment (#FMGMT500) within six months.

For more information

Sandra Rice, Program Coordinator
604.528.5633 or srice@jibc.bc.ca

Nenita Capili, Program Assistant
604.528.5631 or ncapili@jibc.bc.ca

Campus locations

NWC – New Westminster Campus,
715 McBride Boulevard

VIC – Victoria Campus,
910 Government Street



CORE COURSES

Foundations of Effective Management Part 1: Leading the Way (#FMGMT100)

Success depends on leadership skills at all levels of our organizations. This three-day course is designed to encourage new, seasoned, and future leaders to examine their personal leadership and communication styles and determine their effectiveness. Supervisors and managers will explore their key roles and responsibilities, and review key leadership and management theories and their practical application back in the workplace. Several assessment tools will be used to help participants determine how best to increase their leadership capacity.

Date(s): October 24-26, 2005–NWC
May 15-17, 2006–NWC
Fee: \$370
Instructor(s): Gina Buchanan
Georganne Oldham

Foundations of Effective Management Part 2: Leading through Effective Conflict and Change (#FMGMT200)

Unresolved conflict leads to employee dissatisfaction, lower productivity, and ultimately poor team morale. Managers and supervisors are responsible for leading others through a solid problem-solving and decision-making process that helps employees resolve conflict and gain “buy-in” to change processes. In this two-day course, participants will examine their personal conflict styles, understand the causes and patterns of conflict in their organizations; examine their role in the change management process; and enhance their decision-making and problem-solving capabilities.

Date(s): November 14-15, 2005–NWC
June 12-13, 2006–NWC
Fee: \$250
Instructor(s): Gina Buchanan
Georganne Oldham

Foundations of Effective Management Parts 1 and 2 (#FMGMT250)

We are offering Foundations of Effective Management Parts 1 and 2 together for those who are able to attend a five-day course.

Date(s): October 31 – November 4, 2005–NWC
April 3-7, 2006–NWC
Fee: \$620
Instructor(s): Gina Buchanan,
Georganne Oldham



Foundations of Effective Management Part 3: The Leader's Role in Effective Employee Relations (#FMGMT301)

Managing employees whose performance is ineffective can be demanding and time consuming. Having the skills to deal with performance issues makes the job of supervisor or manager more rewarding. This course will enable participants to more effectively manage employee relations in their workplace. Content includes an overview of relevant employment and labour legislation and the opportunity to apply it to workplace scenarios; knowledge of relevant industry standards; and the principles of due process. The course focuses on specific guidelines and techniques to help meet the challenge of ineffective performance. Practical exercises and case studies are used.

Date(s): February 6-7, 2006–NWC
Fee: \$250
Instructor(s): Parveen Mann

Foundations of Effective Management Part 4: The Leader's Role in Human Resource Management (#FMGMT401)

This course will provide supervisors and managers with a conceptual framework, technical skills, and practical tools to successfully develop and manage human resources within their organizations. Course content includes recruitment, selection, and retention of employees; writing competency-based job descriptions with performance goals, measures, and action plans; identification and application of ways to enhance staff performance and development; and writing and completing performance appraisals.

Date(s): February 27 – March 1, 2006 – NWC
Fee: \$370
Instructor(s): Patricia Galaczy

Foundations of Effective Management Parts 3 and 4 (#FMGMT350)

We are offering Foundations of Effective Management Parts 3 and 4 together for those who are able to attend a five-day course.

Date(s): March 6-10, 2006–NWC
 June 19-23, 2006–NWC
Fee: \$620
Instructor(s): Parveen Mann,
 Patricia Galaczy

Foundations of Effective Management Certificate Report Project (#FMGMT500)

To receive a Foundations of Effective Management Certificate, participants must successfully complete a written assignment that shows they have integrated the learning from the program. The project is designed to benefit both the participant and the organization. Participants will have eight topics to choose from. The assignment must be completed within six months.

Fee: \$150

MANAGEMENT DEVELOPMENT FOR COMMUNITY SETTINGS CERTIFICATE new

After extensive community consultation, review of leading business practice, literature review, and examination of current accreditation and quality standards used in this sector, we are pleased to offer our new Management Development for Community Settings Certificate. Our former Management Development for Residential Settings Certificate successfully met the needs of over 1,500 learners. Our newly revised certificate addresses the ongoing changes and the competencies, skills, and knowledge that managers in a wider variety of community settings must have in order to be effective in their workplace.

Who should attend

The program is designed for supervisors and managers who support clients in a variety of community settings. Some seats will be available for those who aspire to such positions.

What participants learn

The program covers both foundational and advanced supervision and management topics from the perspective of service and advocacy. It addresses unique concerns such as maintaining a person-centred approach while upholding standards and quality; balancing client needs with staff concerns; and sustaining a passion for advocacy amid funder regulations and requirements. The program modules are consistent with and support the Council of Accreditation (COA) and Commission on Accreditation of Rehabilitation Facilities (CARF) accreditation standards in the areas of training and supervision, financial management, human resource management, and team-delivered services.

How to apply

- We recommend that you apply at least two months before the certificate begins, because:
 - It can take up to five working days to process an application.
 - Once an applicant is accepted, we recommend registering at least 10 days before the classes begin.
- Complete the application form on page 69.
- Once your application has been approved, please register directly with the Registration Office at 604.528.5590.
- There is a \$25 non-refundable application fee.

How the certificate and courses are offered

Core courses in the certificate must be taken in sequence unless otherwise approved by the Program Coordinator. This certificate is available on a contract basis anywhere in the province of British Columbia.

How to complete the certificate

Full attendance is required. The 20-day certificate program must be completed within three years.

STEP 1

The following core courses in the certificate program must be completed in the order shown (see course descriptions beginning on page 34):

- Module 1: The Leadership Challenge and You (#MDCS110)
- Module 2: Leading through Effective Communication (#MDCS120)
- Module 3: Leading Effective Teams (#MDCS230)
- Module 4: Mastering Effective Employee Relations (#MDCS240)
- Module 5: Managing Human Resources (#MDCS250)
- Module 6: Leading the Way to Continuous Quality Improvement and Workplace Wellness (#MDCS260)
- Module 7: Managing Scarce Resources (#MDCS270)
- Module 8: Managing a Change Environment (#MDCS280)

STEP 2

Complete four days of electives from the **Professional Development Series** (see course descriptions beginning on page 36).

STEP 3

Complete the final assignment projects 1 and 2 (#MDCS245 and #MDCS285) within six months.

For more information

Sandra Rice, Program Coordinator
604.528.5633 or srice@jibc.bc.ca

Nenita Capili, Program Assistant
604.528.5631 or ncapili@jibc.bc.ca

Students in Management Development for Residential Settings

Students who are currently enrolled in the former Management Development for Residential Setting certificate program and wish to complete their certificate should contact Sandra Rice, Program Coordinator, at the phone number or e-mail address shown above. They must complete their requirements within three years from the time they first registered for the Management Development for Residential Settings Certificate.

Campus locations

NWC – New Westminster Campus,
715 McBride Boulevard

VIC – Victoria Campus,
910 Government Street

CORE COURSES

Module 1: The Leadership Challenge and You (#MDCS110)

This course is a foundation for the others in the Management Development for Community Settings Certificate. Building on a belief that true leadership emerges from a clearer understanding of self in relation to others, participants will examine their own personal styles and leadership attributes; learn two leadership models and practise their application in the workplace; and engage in a mind-mapping process to identify their key roles and responsibilities in their unique community setting. Several assessment tools will be used to help participants determine how best to enhance their leadership capacity.

Date(s): September 29-30, 2005–NWC
January 30-31, 2006–NWC

Fee: \$245

Instructor(s): Rob Goodall

Module 2: Leading through Effective Communication (#MDCS120)

Workplace satisfaction surveys frequently highlight communication as the number one source of employee concern. To communicate more effectively, managers need to understand the nature of communication, the value of two-way communication, and how to apply communications skills in specific situations. Participants will have opportunities to further develop skills in several management competency areas, such as active listening, delegation, motivation, coaching, and conflict management. They will learn through presentations, examples, questionnaires, case studies, and practice sessions.

Date(s): October 27-28, 2005–NWC
February 16-17, 2006–NWC

Fee: \$245

Instructor(s): Janice Barr

Module 3: Leading Effective Teams (#MDCS230)

This module will help participants establish and maintain a productive team atmosphere in the workplace. Participants will learn about team leadership styles, communication among team members, working in meetings and team discussions, helping the team learn together, and their leadership role in creating a team with effective problem-solving and critical thinking skills. They will learn through short presentations, style inventories, coaching sessions, and case studies with a focus on practical application of their learning in teamwork situations in their own workplace.

Date(s): November 24-25, 2005–NWC
March 20-21, 2006–NWC

Fee: \$245

Instructor(s): Martha Joy

Module 4: Mastering Effective Employee Relations (#MDCS240)

Mastering effective employee/management relations is one of the key roles of a successful leader. This course will help participants develop a methodology for effective employee/management relations specific to community settings. Participants will clarify existing policies and legal obligations such as collective agreements and employment standards that govern employee/management relations; identify discrepancies between policies and practice; practise the skills required in an effective disciplinary process; explore the principles of clarity, consistency, and fairness that constitute due process; and examine the legal and ethical responsibilities of the employer/manager regarding employee relations. Specific topics include the progressive discipline process, the application of the Employment Standards Act, collective agreements, and WCB regulations.

Date(s): December 8-9, 2005–NWC
April 20-21, 2006–NWC
Fee: \$245
Instructor(s): Parveen Mann

Module 5: Managing Human Resources (#MDCS250)

Managing human resources in today's dynamic work environment is another key role for a successful leader. This course uses a competency-based approach to provide supervisors and managers in community settings with the conceptual framework, technical skills, and practical tools necessary to successfully develop and manage their human resources. Using a combination of practical, hands-on experience and contemporary theory, the course explores an introduction to the competency-based model of human resource management; the development of competency-based job descriptions; behaviourally based interviewing; and competency-based performance management.

Date(s): January 9-10, 2006 – NWC
May 25-26, 2006 – NWC
Fee: \$245
Instructor(s): Patricia Galaczy

Module 6: Leading the Way to Continuous Quality Improvement and Workplace Wellness (#MDCS260)

Maintaining and improving quality in community settings means understanding and sticking to accepted quality standards, focusing on the needs of clients, diagnosing and resolving quality gaps, and supporting continuous quality improvement in the workplace. Participants will define their leadership role in the continuous quality improvement process, licensing requirements, best practices, and other sources of quality measurement. They will learn ways to engage staff members in quality improvement initiatives. In support of creating a safe and healthy environment for clients and staff, participants will learn key features of healthy organizations, including occupational health and safety issues, workplace wellness, critical incident stress debriefing, and emergency response planning.

Date(s): February 6-7, 2006–NWC
June 28-29, 2006–NWC
Fee: \$245
Instructor(s): Rob Goodall

Module 7: Managing Scarce Resources (#MDCS270)

Never has there been a greater challenge for managers and supervisors in community settings to make the best use of the time and money available to them. Participants will learn about clarifying goals and priorities; developing strategies and plans to guide their actions; maintaining strength and persistence to stay on course; and developing resiliency to face the inevitable surprises and setbacks. They will also learn about funding sources, budgeting and simple financial control measures, diversified funding, fundraising, and grantsmanship.

Date(s): March 6-7, 2006 – NWC
October 2-3, 2006 – NWC
Fee: \$245
Instructor(s): Bruce Hardy

Module 8: Managing a Change Environment (#MDCS280)

To survive in the modern world, the community sector must demonstrate ever-increasing levels of adaptability and resiliency. This course focuses on the most recent changes in a variety of community settings, such as regionalization, new governance models, and emerging service trends. It incorporates the lessons of transition models, systems thinking, and complexity science into the management of change. Through self-assessment, discussions, case assignments, and real on-the-job examples, participants will learn how to maintain personal integrity, moral purpose, and client service in a constantly changing work environment.

Date(s): April 24-25, 2006–NWC
November 13-14, 2006–NWC
Fee: \$245
Instructor(s): Jacinta Eni

Management Development for Community Settings Assignment Project 1 (#MDCS245)

To integrate the learning from Modules 1 to 4, participants must successfully complete a written assignment that will benefit both their role as manager and the organization. The assignment must be completed within four months.

Fee: \$150

Management Development for Community Settings Assignment Project 2 (#MDCS285)

To integrate the learning from Modules 5 to 8, participants must successfully complete a written assignment that will benefit both their role as manager and the organization. The assignment must be completed within four months.

Fee: \$150

individual management and leadership development courses



PROFESSIONAL DEVELOPMENT COURSES

Students may register for any of the following courses; there is no application process. These courses may be used as electives for the Foundations of Effective Management Certificate or the Management Development for Community Settings Certificate. These courses can also be customized for your organization, agency, or group.

Group Rate

A group rate is available for Management and Leadership Development courses. This rate applies where three or more persons from the same organization register at the same time.

Campus locations

**NWC – New Westminster Campus,
715 McBride Boulevard**

**VIC – Victoria Campus,
910 Government Street**

Another Day, Another Transition: How to Lead Successful Change (#MGMT141) [\[new\]](#)

This interactive and highly experiential two-day course will provide participants with a practical and realistic toolkit for leading, supporting, and facilitating change processes in their organizations. Through facilitator-led small-group activities and case studies, participants will learn how to use more powerful language to coach people through the change process, how to interpret the emotions of transition, and how to use various strategies and tools to manage the dynamics of change in the workplace.

Date(s): November 22-23, 2005–NWC
April 6-7, 2006–NWC

Fee: \$245; group rate, \$225

Instructor(s): Linda-Ann Bowling

Appreciative Inquiry (#MGMT135) [\[new\]](#)

Appreciative Inquiry (AI) is an organizational change and group development approach that works well with workplace or classroom groups. Unlike the traditional problem-based approaches, which focus on what is not working well, AI focuses on what is working well (appreciative) by engaging people in asking questions and telling stories (inquiry). This shift in focus to the positive generates life within the organization/group, enabling it to move more effectively towards its goals. Participants will examine the theory behind AI, engage in the 5 D model (Definition, Discovery, Dream, Design, and Delivery), and explore ways to apply it in their own organizations/groups. This course may also be used as an elective in the Instructor Development Certificate.

Date(s): October 19-20, 2005–NWC
March 8-9, 2006–NWC

Fee: \$245; group rate, \$225

Instructor(s): Jeanie Cockell

Building Workplace Trust (#MGMT142) [new]

This one-day workshop will provide participants with the necessary skills to develop trusting relationships in the workplace. Over time, the efforts made to establish trust will change an organization's culture, unleashing individual potential and creating powerful teams. The workshop examines barriers to trust, the benefits and behaviours associated with being a "team player," and effective communication skills. Participants will develop a vision for their job and workplace and learn to use their inner genius. Presented in a humorous way, the materials and exercises require the active involvement of participants.

Date(s): November 16, 2005–NWC
June 16, 2006–NWC
Fee: \$170; group rate, \$155
Instructor(s): Doug Thornton

Business Communications: It's All About You (#MGMT134)

Miscommunication is one of the key factors affecting business productivity and personal growth. This course is for those in front-line, mid-level, and senior positions who want to understand the impact of positive and negative energy in a workplace; divert time spent on personal issues to time spent on business productivity and career enjoyment; and apply learned techniques to reduce overreaction or feelings of being overwhelmed. Participants will learn how to set healthy, professional boundaries in the work environment; develop an inclusive approach to communication to improve the flow of information and reduce administrative redundancy; and improve skills and efficiencies in communications such as e-mail and phone work.

Date(s): October 27-28, 2005–NWC
November 28-29, 2005–VIC
May 4-5, 2006–NWC
Fee: \$245–NWC; group rate, \$225
\$305–VIC; group rate, \$285
Instructor(s): Vals Fauquier

Clear and Simple: A Course on Writing Memos, Letters, and Reports (#MGMT212)

This course is for supervisors and managers who know what they want to say but have difficulty putting it in writing. Course content is based on plain language principles. Days 1 and 2 cover communication as a transaction, writing skills, business styles, and conveying organizational messages. Day 3 focuses on report writing and covers planning, organizing, and special techniques. Participants are requested to bring to the course two to three samples each of memos, letters, and reports they have written. These samples will be used on days 2 and 3. Enrollment is limited to 18.

Date(s): June 5-7, 2006–NWC
Fee: \$370; group rate, \$350
Instructor(s): Kathryn Thomson

Coaching for Improved Performance (#MGMT332)

Leaders must have employee commitment in order to achieve the kinds of results that are needed in today's workplace. This course is for team leaders and others who want to develop their coaching skills to better guide others in problem solving and improving performance. The course provides participants with strategies and skills to coach employees and achieve long-term results. Topics include identifying which type of coaching is required, avoiding the pitfalls involved with coaching, using specific communication skills to facilitate the coaching process, and using coaching to help develop commitment.

Date(s): December 1-2, 2005–NWC
April 6-7, 2006–VIC
Fee: \$245–NWC; group rate, \$225
\$305–VIC; group rate, \$285
Instructor(s): Maureen Hannah

Creating Person-Centred Plans with Persons with Developmental Disabilities (#MGMT126)

This course is for managers and front-line staff of residential programs who wish to develop a person-centred planning process that meets accreditation standards. Participants will gain a solid understanding of the value and importance of person-centred planning for people with developmental disabilities, and of planning tools and formats. The course will provide participants with techniques for facilitating the meaningful participation of a person with a developmental disability; practical and attainable goals that support the person in realizing his/her dreams and aspirations; and techniques for successfully managing and monitoring these goals.

Date(s): March 9-10, 2006–NWC
Fee: \$245; group rate, \$225
Instructor(s): Janice Barr

Flawless Facilitation the First Time (#MGMT131) [new]

Flawless facilitation is the key to successful outcomes in meetings and presentations. This one-day course introduces the importance of the facilitator's role. Participants will learn how a facilitator can contribute to effective group functioning and communications; how to prepare for a meeting or presentation; and practical facilitation skills required to achieve a positive experience for group participants. Specific facilitation challenges and solutions will be clarified.

Date(s): November 21, 2005 – NWC
March 23, 2006 – NWC
Fee: \$170 ; group rate, \$155
Instructor(s): Leila Rahemtulla





Leading with Emotional Intelligence (#MGMT122)

Managers and leaders can strengthen their leadership ability by increasing their emotional intelligence. This course will provide participants with an understanding of what emotional intelligence is and how effective leaders use it in the workplace. Participants will explore areas in which emotional intelligence plays a key role, including problem solving, performance and effectiveness, communication in conflict situations, and leadership in a dynamic and changing environment. They will have the opportunity to complete the Bar On Emotional Quotient Inventory (EQI), and an online assessment will be arranged through one of the instructors, a certified EQI administrator.

Date(s): October 17-18, 2005–NWC
May 8-9, 2006–NWC
Fee: \$265 (includes EQI inventory and assessment);
group rate, \$245
Instructor(s): Raj Gill, Maureen Hannah

Managing in the Middle (#MGMT123)

This course is for managers who operate in the “middle space” of organizational systems, where they are pulled from the top and the bottom, and sometimes from side to side. Participants will identify and examine the organizational system in which they work, determine the ways in which competing and conflicting demands within the system affect their behaviour as managers, and learn and practise strategies for empowering the self as middle manager. These strategies include role definition, coaching others to handle their own conflicts and complaints, bringing “tops and bottoms” together to find solutions to problems, and building organizational communities of practice. Participants will focus on the practical application of this learning to their workplace.

Date(s): May 15-16, 2006–NWC
Fee: \$245– NWC;
group rate, \$225
Instructor(s): Gord Cote

Managing in a Unionized Environment (#MGMT385)

This two-day course is designed to support supervisors and managers in building a healthy relationship with their unionized staff. Team-taught by a senior manager and a union representative, the course focuses on an interest-based approach to negotiations and problem solving. Participants will learn ways to break out of the traditional “management acts, union reacts” model and focus on building trust and joint ownership of mutually beneficial projects; create effective labour/management meetings; and analyze the grievance and arbitration process within their workplaces. Practical applications and an opportunity to practise skills are a major focus of the course.

Date(s): February 9-10, 2006–NWC
Fee: \$245; group rate, \$225
Instructor(s): Colin Pawson,
Doug Woollard

People Problems: How to Supervise Challenging Employees (#MGMT315)

This course is for supervisors and managers who face the challenge of dealing with employees whose performance is ineffective or whose behaviour gets in the way. Managing these situations is demanding, stressful, and time consuming. If the situation is ignored, the motivation and productivity of all employees often suffers. Having the skills to deal with poor performance makes the job of the supervisor or manager easier and more satisfying. This course focuses on specific guidelines and techniques to help meet the challenge of problem performance confidently and effectively.

Date(s): October 17-18, 2005–VIC
April 27-28, 2006–NWC
Fee: \$305–VIC; group rate, \$285
\$245–NWC; group rate, \$225
Instructor(s): Joyanne Landers

Reflective Leadership and the Labyrinth (#MGMT136) [new](#)

Leaders in today's world give themselves little time for reflection. In this two-day retreat, create magic in your leadership approach through a meditative practice using a labyrinth. The labyrinth is an ancient tool that can be used as an opportunity to create your vision as a leader. Discover the benefits of a balanced approach to leading others. Strengthen your leadership capacity and create a new vision to lead with passion. Enjoy an evening cello performance and healthy meals throughout the retreat.

Date(s): Spring 2006
Fee: \$595
Instructor(s): Jeanie Cockell,
Joan McArthur-Blair,
April Stanley

Team Building Tactics: Making the Whole Greater than the Sum (#MGMT132) |new|

Teams are an essential part of a productive, efficient, and nurturing workplace. A bad team can prove toxic; a good team can create positive experiences for employees and lead to greater accomplishments and levels of productivity than individuals on their own. Participants in this course will learn how to implement methods to ensure group harmony; develop techniques to differentiate the personal from the professional and encourage group members to energize each other; and explore some of the defined roles of a team, including difficult and uncooperative group members. They will learn how individuals can change roles; how to implement strategies to discourage typecasting and stereotyping; and how one delegates in a team setting.

Date(s): December 6-7, 2005–NWC
June 15-16, 2006–NWC
Fee: \$245; group rate, \$225
Instructor(s): Jason Cressey

To Tell the Truth: Dealing with Negativity in the Workplace (#MGMT105)

This course addresses one of the most pressing concerns in any work environment: what to do about the chronically negative, difficult, or challenging employee, colleague, or boss. The course explores the symptomatology of negative behaviour and offers concrete tools to enable participants to create a “risk-free” zone within themselves for speaking the truth about the situation. Participants will identify the emotional, mental, and physical consequences of not addressing negativity in the workplace; demonstrate strategies for reducing the risks of speaking openly and truthfully; identify the barriers to implementing these strategies; and develop an action plan for success. The course is highly interactive and involves individual work as well as small and large group participation.

Date(s): December 8-9, 2005–NWC
Date(s): February 9-10, 2006–VIC

June 19-20, 2006–NWC
Fee: \$245–NWC; group rate, \$225
\$305–VIC; group rate, \$285
Instructor(s): Georganne Oldham,
Kathryn Thomson

Transformative Conversations in the Workplace (#MGMT144) |new|

In this two-day highly experiential course, participants will gain a deeper understanding of the role and value of dialogue in the workplace, and knowledge of how to “host” meaningful conversations that will transform any workplace, create a collective sense of purpose, and help people produce positive results. Participants will learn the difference between the four different levels of conversation. They will gain experience in applying practices that produce the environment in which dialogue can occur, including Appreciative Inquiry, World Café conversations, open space technology, and the art of asking generative questions.

Date(s): February 2-3, 2006 – NWC
Fee: \$245; group rate, \$225
Instructor(s): Kathryn Thomson

Yes You Can. Dealing with Overwhelm: New Answers for Today's Workplace (#MGMT143) |new|

There is increasing acknowledgement that excessive stress is directly linked to decreased productivity. Research shows that the traditional coping strategies to handle stress are no longer as effective as they once were. This powerful, highly interactive course is designed for any front-line, supervisory, or executive-level manager who is open to new ways of handling the overwhelm of workplace demands. Participants will explore current organizational trends and the sources of information overload; recognize current coping patterns and beliefs that create stress and hinder positive change; learn to implement strategies for a personal position of choice and control in reactive or negative situations; use advanced focus techniques, including meditation, to mobilize internal resources and combat perpetual overwhelm.

Date(s): November 3-4, 2005–NWC
March 30-31, 2006–NWC
May 11-12, 2006–VIC
Fee: \$245; group rate, \$225
\$305 – VIC; group rate, \$285
Instructor(s): Vals Fauquier,
Georganne Oldham

Campus locations

NWC – New Westminster Campus,
715 McBride Boulevard

VIC – Victoria Campus,
910 Government Street

CONTRACT COURSES ONLY

All of CLCL's courses and certificate programs are available on a contract basis throughout British Columbia. The following are some courses that are available on contract but are not currently offered through our calendar:

- Operationalizing the Strategic Plan
- Values-Based Strategic Planning: The Foundation of Organizational Effectiveness
- Values-Based Policy Development and Process for Organizational Effectiveness
- Succession Management

The following courses are specific to residential care:

- Whose Home Is It Anyway?
The Manager's Role in Client-Focused Principles

For more information

Sandra Rice, Program Coordinator
604.528.5633 or srice@jibc.bc.ca

Nenita Capili, Program Assistant
604.528.5631 or ncapili@jibc.bc.ca

transformational learning for leaders



In an increasingly non-linear world, leaders are searching for non-linear ideas and concepts to transform their learning. Our goal is to provide unique transformational learning opportunities for those who wish to gain insight and wisdom on the internal and external forces that create extraordinary leaders.

The courses in this series are designed for leaders who want to stretch the boundaries of traditional thinking. Explore new and innovative ways to approach team development, leadership, and decision making. The current behaviour-based approach to developing leadership competencies provides only part of what is necessary. These new courses focus on creativity, discovery, experiential learning, energy and attention management, authentic and respectful communication,

complex decision making, and collaborative enquiry, with an emphasis on the vision required to be a leader in our ever-changing world.

Only brief descriptions of these courses are available in this calendar. A more comprehensive brochure is available upon request. Please contact Program Coordinator Sandra Rice at 604.528.5633 or e-mail srice@jibc.bc.ca; or Program Coordinator Susan Forest at 604.528.5685 or e-mail sforest@jibc.bc.ca.

Leadership and The Way of The Horse (#MGMT145) |new|

This dynamic, interactive, and highly experiential one-day course will renew and re-energize you as a leader. Working with a team of highly skilled co-facilitators – the horses – you will quickly learn the importance of integrity, intention, and authenticity as a leader. Horses are natural teachers and will enable you to see leadership from a transformative perspective. Respect as a leader is earned by the presence that we bring to our relationships and the clarity with which we act. This program will have a profound and lasting impact on your understanding of what makes a true leader. Enrollment is limited. *(Horses will not be available for riding.)*

Date(s): May 1, 2006

Location: TBA

Fee: \$250; group rate, \$230

Instructor(s): Linda-Ann Bowling

Leadership à la Carte: Food and the Quest for Appetizing Leadership (#MGMT146) |new|

Leadership is a process, not a position. This process can best be explored through meeting the demands of a real-life challenge in relations to others. This course is for leaders at any level. Participants will examine and deepen their ability to produce tangible results under creatively demanding conditions using the medium of food and the five senses.

Our culinary celebrity chef and leadership facilitator will coach participants through a challenging fun-filled culinary project.



This project will simulate the reality that leaders face every day; the need for clear vision, well-defined goals and creative problem solving, and the problems of limited resources and potential for conflict. Success will require an ability to manage multiple demands while keeping an eye on the big picture. The proof is “in the pudding.” Leadership a la Carte celebrates closure with a feast of food and learning. Participants will take away new insights and memorable metaphors about food and leadership.

Date(s): February 23, 2006
Location: TBA
Fee: \$250; group rate, \$230
Instructor(s): Julie Burke,
 Brent Stewart

Reflective Leadership and the Labyrinth (#MGMT136)

Leaders in today's world give themselves little time for reflection. In this two-day retreat, create magic in your leadership approach through a meditative practice using a labyrinth. The labyrinth is an ancient tool that can be used as an opportunity to create your vision as a leader. Discover the benefits of a balanced approach to leading others. Strengthen your leadership capacity and create a new vision to lead with passion. Enjoy an evening cello performance and healthy meals throughout the retreat.

Date(s): Spring 2006
Fee: \$595
Instructor(s): Jeanie Cockell,
 Joan McArthur-Blair,
 April Stanley

Yes You Can. Dealing with Overwhelm: New Answers for Today's Workplace (#MGMT143)

[new]

There is increasing acknowledgement that excessive stress is directly linked to decreased productivity. Research shows that the traditional coping strategies to handle stress are no longer as effective as they once were. This powerful, highly interactive course is designed for any front-line, supervisory, or executive-level manager who is open to new ways of

handling the overwhelm of workplace demands. Participants will explore current organizational trends and the sources of information overload; recognize current coping patterns and beliefs that create stress and hinder positive change; learn to implement strategies for a personal position of choice and control in reactive or negative situations; use advanced focus techniques, including meditation, to mobilize internal resources and combat perpetual overwhelm.

Date(s): November 3-4, 2005–NWC
 March 30-31, 2006–NWC
 May 11-12, 2006–VIC
Fee: \$245 ; group rate, \$225
 \$305); –VIC; group rate, \$285
Instructor(s): Vals Fauquier,
 Georganne Oldham

Transformative Conversations in the Workplace (#MGMT144)

[new]

What if what unites us is far greater than we realized and what divides us is far less than we feared? What if beyond all the “tools” and “skills” there is a way of thinking that could usher in possibilities in our organizations and our lives that we could not have dreamed of? What if this transformative visionary capability exists in every one of us? In this two-day course, we will explore the principles of appreciative inquiry, World Café conversations, open space technology, and dialogue. We will practise hosting meaningful and transformative conversations in the workplace that will change how we lead and how we listen.

Date(s): February 2-3, 2006–NWC
Fee: \$245 ; group rate, \$225
Instructor(s): Kathryn Thomson

BCACL is 50!

2005 marks the British Columbia Association for Community Living's 50th year of advocating for the inclusion of people with developmental disabilities in community. Mark your calendars for BCACL's 50th Anniversary Conference and Annual General Meeting, September 29 – October 1, 2005, at the Vancouver Airport Conference Resort in Richmond. The conference will include a special celebration to kick off Community Living Month on October 1, and special anniversary events. For more information and registration information, visit their website at www.bcaccl.org. There is something for everyone. The Justice Institute is pleased to offer credit for specific workshops provided at this conference.

instructor development

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certificate program



INSTRUCTOR DEVELOPMENT CERTIFICATE

The Instructor Development Certificate is designed to provide trainers with the core skills and knowledge that they need to plan and deliver training in an adult learning environment. It has been developed and revised with input from instructors in a variety of settings. Instructors are training and education professionals with a background in adult education. The certificate program is 14 days long, with eight core days and six days of electives.

Who should attend

Both full-time training and education professionals and persons who provide education, training, and instruction as part of their overall job responsibilities within an organization.

What participants learn

Participants learn how to design, deliver, and evaluate creative, effective training programs. Small class sizes and hands-on teaching practice provide participants with opportunities to apply the skills and knowledge they are acquiring.

How to apply

- We recommend that you apply at least two months before the certificate begins, because:
 - It can take up to five working days to process an application.
 - Once an applicant is accepted, we recommend registering at least 10 days before the classes begin.
- Complete the application form on page 69.
- Once your application has been approved, please register directly with the Registration Office at 604.528.5590.
- There is a \$25 non-refundable application fee.

How the certificate and courses are offered

Courses may be taken individually or as part of the certificate. All courses can be customized for your organization, agency, or group. Full attendance is required. The program must be completed within three years.

Transfer credit agreements

We have a transfer credit agreement in place with Vancouver Community College's Provincial Instructor Diploma Programs. Earn 50% of the VCC diploma. For details, see our website at www.jibc.bc.ca/clcl or contact the Program Coordinator, Sandra Rice, at srice@jibc.bc.ca. There is also an agreement in place to enable graduates of the Instructor Development Certificate to enter the Certificate in Adult and Continuing Education (CACE) program at the University of Victoria.

Prior learning assessment for Instructor Development Certificate

Prior learning assessment and recognition (PLAR) is a process for gaining credit in a postsecondary institution based on what you know and can do. It involves documenting your learning so we can assess it. We are pleased to offer the opportunity for students to use their prior learning towards two of the certificate core courses – Instructional Skills, Level 1 and Level 2 (#ID110 and #ID120). There are three methods for applying for prior learning assessment and recognition for these courses:

STEP 1

We have a transfer credit agreement with the BC Institute of Technology (BCIT) for their five-day Training Techniques course. Students may submit their BCIT student transcript and will receive credit for #ID110 and #ID120.

Fee: \$25 (with BCIT transcript)

STEP 2

If you wish to submit other college/university courses that have objectives similar to those of our #ID110 and #ID120 courses, please request a PLAR assessment package. Complete and submit the package for assessment.

Fee: \$150 per assessment

STEP 3

If you wish to submit your relevant work experience as prior learning towards #ID110 and/or #ID120, please request a PLAR assessment package. Complete and submit the package for assessment.

Fee: \$250 per assessment

Fees paid for prior learning assessment are based on the cost of assessment and do not guarantee credit for #ID110 and #ID120. Fees are non-refundable.

For a PLAR assessment package, please contact the Program Assistant, Nenita Capili, at 604.528.5631 or e-mail ncapili@jibc.bc.ca, or download the package from our website at www.jibc.bc.ca/clcl.

How to complete the certificate**STEP 1**

Complete the core courses in the following order (see course descriptions beginning on page 44):

- Instructional Skills, Level 1 (#ID110)
- Instructional Skills, Level 2 (#ID120)
- Fundamentals of Instructional Planning (#ID210)
- Evaluating Training Programs (#ID220)

STEP 2

Complete six days of electives from the following courses (see course descriptions beginning on page 46). Check courses for prerequisites required. Instructor Development courses used as electives can be completed in any order.

- Appreciative Inquiry (#MGMT135)
- Conducting a Training Needs Assessment (#ID203)
- Development and Delivery of Online Learning (#ID202)
- Dynamic Visual Aids for Modern Times (#ID102)
- Extraordinary Experiential Activities (#ID103)
- Flawless Facilitation the First Time (#MGMT131)
- Ideas for Active Learning (#ID201)
- Working with Groups in Instructional Settings (#ID101)

STEP 3

Complete the Instructor Development Certificate: Final Assignment (#ID250) within six months (see course description on page 45).

For more information

Sandra Rice, Program Coordinator
604.528.5633 or srice@jibc.bc.ca

Nenita Capili Program Assistant
604.528.5631 or ncapili@jibc.bc.ca

COURSES

The following courses are required for the Instructor Development Certificate, and are also open for general enrollment. These courses can be customized for your organization, agency, or group.

Campus locations

NWC – New Westminster Campus,
715 McBride Boulevard

VIC – Victoria Campus,
910 Government Street

Instructional Skills, Level 1 (#ID110)

This course is for instructors who are new to delivering training as part of their overall job. Content includes characteristics of adult learners, characteristics of a motivating instructor, instructional styles and techniques, ways of creating and maintaining a positive learning environment, and instructional challenges. Enrollment is limited to a maximum of 12 to allow time for participants to practise delivering group instruction.

Date(s): **October 3-4, 2005–NWC**
October 31–November 1, 2005–NWC
January 23-24, 2006–NWC
February 20-21, 2006–NWC

Fee: **\$330**
Instructor(s): **Jean Cockell,**
Colleen Vaughan



Instructional Skills, Level 2 (#ID120)

This course is for instructors who want to increase their knowledge of the instructional process and reflect on their current approach. Content includes instructional design and the development process, the value of critical thinking, and the importance of evaluation. A variety of presentation and delivery techniques are evaluated and participants are given the opportunity for skills practice in an area of their choice. Enrollment is limited to 16. **Prerequisite(s):** Instructional Skills, Level 1 (#ID110).

Date(s): November 24-25, 2005–NWC
March 2-3, 2006–NWC
Fee: \$310
Instructor(s): Leila Rahemtulla

Fundamentals of Instructional Planning (#ID210)

This course is designed to help instructors understand their role in the planning of education or training programs for adult learners. Content includes the overall process of instructional planning as well as key elements in planning, such as assessing training needs, developing learning objectives, choosing instructional methods, appropriate evaluation techniques, and administrative issues such as building support and scheduling. Participants will have an opportunity to work on their own planning project throughout the course. **Prerequisite(s):** Instructional Skills, Level 1 (#ID110) and Level 2 (#ID120).

Date(s): December 8-9, 2005–NWC
April 27-28, 2006–NWC
Fee: \$360
Instructor(s): Leila Rahemtulla

Evaluating Training Programs (#ID220)

This course is for instructors responsible for planning and/or carrying out evaluations of their training programs. It provides a systematic overview of course and program evaluation. Participants will have an opportunity to increase their understanding of the type of evaluation most appropriate for their programs, and to apply the knowledge and skills to their own work. They should have in mind an evaluation project to work on over the course of the two days. Enrollment is limited to 16. **Prerequisite(s):** Instructional Skills, Level 1 (#ID110), Level 2 (#ID120), and Fundamentals of Instructional Planning (#ID210).

Date(s): January 16-17, 2006–NWC
May 29-30, 2006–NWC
Fee: \$310
Instructor(s): Marg Penney

Instructor Development Certificate: Final Assignment (#ID250)

This final assignment is an opportunity for participants to demonstrate their ability to apply the knowledge and skills gained throughout the training sessions. In the first part of the assignment, participants will analyze instructional delivery in a group setting and examine the ways in which instructional planning and delivery can influence the learning process. The second part focuses on instructional planning: it provides an opportunity for participants to reflect on the choices they have made or are making in planning an educational program, and the factors that influence these choices. After completing the assignment, candidates for the certificate will prepare a written report.

Fee: \$150



individual courses



OTHER INSTRUCTOR DEVELOPMENT COURSES

The following courses are open for general enrollment. They may also be used as electives in the Instructor Development Certificate. The courses can be customized for your organization, agency, or group.

Group Rate

A group rate is available for Instructor Development courses. This rate applies where three or more persons from the same organization register at the same time.

Campus locations

NWC – New Westminster Campus,
715 McBride Boulevard

VIC – Victoria Campus,
910 Government Street

Appreciative Inquiry (#MGMT135)

[new]

Appreciative Inquiry (AI) is an organizational change and group development approach that works well with workplace or classroom groups. Unlike the traditional problem-based approaches, which focus on what is not working well, Appreciative Inquiry focuses on what is working well (appreciative) by engaging people in asking questions and telling stories (inquiry). This shift in focus to the positive generates life within the organization/group, enabling it to move more effectively towards its goals. Participants will examine the theory behind Appreciative Inquiry, engage in the 5 D model (Definition, Discovery, Dream, Design, and Delivery), and explore ways to apply it in their own organizations/groups. This course may also be used as an elective in the Instructor Development Certificate.

Date(s): **October 19-20, 2005–NWC**
 March 8-9, 2006–NWC

Fee: **\$245; group rate, \$225**

Instructor(s): **Jeanie Cockell**

Conducting a Training Needs Assessment (#ID203)

Needs assessment is an important tool for planning relevant, high-quality training programs. This course is for instructors who would like to learn how to design needs assessments, the limitations of needs assessments, and alternatives to needs assessments. Participants will use case studies from their own work. Enrollment is limited to 16. **Prerequisite(s):** Instructional Skills, Level 1 (#ID110) and Level 2 (#ID120).

Date(s): **December 6-7, 2005–NWC**

Fee: **\$310; group rate, \$290**

Instructor(s): **Thomas Sork**

Development and Delivery of Online Learning (#ID202)

This two-day course will provide trainers with an introduction to the design and development of online learning. Content includes the role of e-learning in ongoing training programs, various approaches to technology-based learning and the

advantages and disadvantages of each, instructional strategies for facilitation, and issues to consider when implementing online learning. Participants will have the opportunity to work in the JIBC computer lab for one day of the course. Enrollment is limited to 16. **Prerequisite(s):** Instructional Skills, Level 1 (#ID110), Level 2 (#ID120), and Fundamentals of Instructional Planning (#ID210).

Date(s): May 17-18, 2006–NWC
Fee: \$360; group rate, \$340
Instructor(s): Leila Rahemtulla

Dynamic Visual Aids for Modern Times (#ID102) [\[new\]](#)

Student learning and motivation are enhanced by creative and dynamic visual aids. Learn how to create and use visual aids that support the learning environment and capture the attention of your audience. Practise designing creative PowerPoint presentations, flipcharts, overheads, and other unique learning tools. Learn how to embed video streaming into your powerpoint presentations. Discuss when and how to introduce video clips in your classroom presentations, and effective workbook and manual styles. Participants will have access to the computer lab and will design and present visual aids during the course. Enrollment is limited to 16.

Date(s): November 28-29, 2005–NWC
Fee: \$310; group rate, \$290
Instructor(s): Rob Goodall

Extraordinary Experiential Activities (#ID103) [\[new\]](#)

Creating an extraordinary learning experience in the classroom is the goal of all educators. This course will help instructors explore and practise some experiential learning tools to use in the classroom and other training environments. Participants will learn a variety of no-cost or low-cost group activities that can be used to enhance learning about communication, trust, problem solving, team building, conflict resolution, group process, and leadership. Some theoretical and research information will be reviewed that address such issues as activity selection and sequencing, effective

facilitation, and methods of processing the experience in order to enable a transfer of learning back to the workplace. Participants will be provided with detailed instructions for selected indoor and outdoor activities, as well as references and resources for further review.

Date(s): March 21-22, 2006–NWC
Fee: \$310; group rate, \$290
Instructor(s): Joe Solanto

Flawless Facilitation the First Time (#MGMT131) [\[new\]](#)

Flawless facilitation is the key to successful outcomes in meetings and presentations. This one-day course introduces the importance of the facilitator's role. Participants will learn how a facilitator can contribute to effective group functioning and communications; how to prepare for a meeting or presentation; and practical facilitation skills required to achieve a positive experience for group participants. Specific facilitation challenges and solutions will be clarified.

Date(s): November 21, 2005–NWC
 March 23, 2006–NWC
Fee: \$170;
 group rate, \$155
Instructor(s): Leila Rahemtulla

Ideas for Active Learning (#ID201)

Participants will explore how to integrate interactive techniques into their instructional plans and delivery. Content includes the purpose of active learning, the value of introductions, the importance of expectation-setting activities, the use of energizers, the benefits of closing activities, ensuring retention and transfer, activity management, and considerations for choosing appropriate hands-on activities. **Prerequisite(s):** Instructional Skills, Level 1 (#ID110) and Level 2 (#ID120).

Date(s): May 4-5, 2006–NWC
Fee: \$360 ; group rate, \$340
Instructor(s): Leila Rahemtulla

Working with Groups in Instructional Settings (#ID101)

This practical advanced course is for instructors who instruct in a group setting. Participants will have an opportunity to increase their understanding of group dynamics and ways to enhance learning in groups. Skills practice focuses on specific communication and interactive skills for facilitating discussions in groups. Content includes climate setting, a group dynamics model, facilitation skills, and dealing with difficult behaviours in groups. Enrollment is limited to 16.

Date(s): February 14-15, 2006–NWC
Fee: \$310 ; group rate, \$290
Instructor(s): Rhonda Margolis



community safety

Critical Incident Stress Debriefing

Critical Incident Stress Management Certificate 49

Bylaw Enforcement and Investigative Skills

Bylaw Enforcement and Investigative Skills Certificate 52

Victim Services Courses 54

critical incident stress debriefing



CRITICAL INCIDENT STRESS MANAGEMENT CERTIFICATE

The Critical Incident Stress Management Certificate is designed for front-line and management staff who support and assist individuals in coping with the immediate consequences of crime and trauma. The Centre for Leadership and Community Learning is an accredited training organization in the area of critical incident stress management. Certificate students who successfully complete both the classroom and simulation components of the training can apply for certification with the Association of Traumatic Stress Specialists (ATSS). For more information about the organization and certification, check the ATSS website at www.atss-hq.com.

Who should attend

This program is open to individuals from a broad range of occupations and professions who may be required to provide or manage debriefing services at their own or other worksites following a critical incident. The program will be of specific interest to first-line responders such as crisis intervention workers, victim service workers, firefighters, and paramedics.

What participants learn

The Critical Incident Stress Management Certificate is designed to train participants to both effectively manage critical incidents and protect the emotional health and safety of those involved in the traumatic event.

How to apply

- We recommend that you apply at least two months before the certificate begins, because:
 - It can take up to five working days to process an application.
 - Once an applicant is accepted, we recommend registering at least 10 days before the classes begin.

- Complete the application form on page 69.
- Once your application has been approved, please register directly with the Registration office at 604.528.5590.
- There is a \$25 non-refundable application fee.

How the certificate and courses are offered

All interested registrants must complete an application form before they can register for the certificate program or for individual courses.

For more information

Sandra Rice, Program Coordinator
604.528.5633 or srice@jibc.bc.ca

Nenita Capili, Program Assistant
604.528.5631 or ncapili@jibc.bc.ca

How to complete the certificate

STEP 1

Courses must be completed within three years. Full attendance is required. Participants will receive a letter of completion at the end of Block 1 and a certificate of achievement after successful completion of Block 1, Block 2, and a final written exam. Participants can apply for certification with the Association of Trauma Specialists after successful completion of the one-day role-play simulation.

STEP 2

Courses in Block 1 have been sequentially designed and must be completed in the following order (see course descriptions beginning on page 50):

- Introduction to Critical Incident Stress Management (#TS600)
- Demobilization and Defusing (#TS601)
- Critical Incident Stress Debriefing (#TS602)

STEP 3

Courses in Block 2 may be taken in any order (see course descriptions beginning on page 50). Block 1 courses must be completed before Block 2 courses.

- Post–Critical Incident Stress Reactions (#TS603)
- Diversity and Trauma (#TS609)
- Managing Responses to Community Disasters (#TS604)
- Effective Team Participation (#TS605)
- Trauma, Children, and Youth (#TS608)
- Vicarious Traumatization (#TS607)
- Final written exam (the exam is mailed to students upon successful completion of courses in Blocks 1 and 2)

STEP 4

To qualify for ATSS certification, complete the Role-Play Simulation (#TS610) (see course description on page 51). You are not required to complete the simulation to receive a Justice Institute of BC Certificate of Achievement for Blocks 1 and 2.

COURSES**Campus locations**

NWC – New Westminster Campus,
715 McBride Boulevard

VIC – Victoria Campus,
910 Government Street

**Block 1****Introduction to Critical Incident Stress Management (#TS600)**

This one-day course introduces participants to the history, philosophy, perspectives, concepts, and terms that are integral to critical incident stress management. Through short lectures and interactive discussion, participants will acquire a basic understanding of stress and critical incident stress as well as the factors and vulnerabilities that contribute to a heightened response to critical incidents.

Date(s): October 21, 2005–NWC
Fee: \$170

Instructor(s): Laurie Pearce

Demobilization and Defusing (#TS601)

Demobilization and defusing are the first steps in the critical incident stress management (CISM) intervention process. To successfully participate in a CIS team, members must master these skills. This two-day course examines the role of groups and dyads in critical incident stress management, communication skills for defusing, strategies to develop an effective support relationship, blocks to an effective support relationship, post-incident defusing, and post-incident do's and don'ts. By the end of the session, participants will have successfully completed a demobilization and defusing. **Prerequisite(s):** Introduction to Critical Incident Stress Management (#TS600).

Date(s): October 22-23, 2005–NWC
Fee: \$260
Instructor(s): David Freeman

Critical Incident Stress Debriefing (#TS602)

This three-day course presents the skills and processes that underlie the group debriefing process. Course content includes the debriefing process, dynamics that may emerge during the debriefing process, and leadership roles and behaviours that support both the individual and the group in normalizing what has occurred. Participants will have the opportunity to

discuss a range of approaches, experiment with their own debriefing style, experience situations that might interfere with the normalization process, and explore the importance of self-care in maintaining their role as a debriefer. There will be a strong emphasis on skill practice through the use of case scenarios, and instructors will provide evaluative feedback. **Prerequisite(s):** Demobilization and Defusing (#TS601).

Date(s): October 28-30, 2005–NWC
Fee: \$380
Instructor(s): Bruce Ramsay

Block 2

Courses are open to participants who have completed all Block 1 courses.

Post–Critical Incident Stress Reactions (#TS603)

This one-day course builds on the first block of training by addressing the symptoms and emotional reactions that may arise following a traumatic event, and the possible treatment options available. The course will help first responders identify when an individual is showing signs of post-traumatic stress and where to provide the appropriate referrals for treatment. Content includes differentiating between critical incident stress and post-traumatic stress, the environmental and personal factors that may increase post-traumatic reactions, the epidemiology and etiology of post-traumatic stress, required social supports, and treatment options. Participants who have already taken Trauma and Post-Traumatic Stress Reactions (#EP251) are not required to enroll in this course. **Prerequisite(s):** CISM Block 1.

Date(s): February 10, 2006–NWC
Fee: \$170
Instructor(s): David Freeman

Diversity and Trauma (#TS609)

This one-day course explores issues of difference and diversity as they relate to critical incident stress management. The course is not intended to provide participants with exhaustive knowledge

about culture but rather to sensitize the individual to how culture impacts the critical incident stress management process. The cultures considered are those that form majorities within British Columbia. **Prerequisite(s):** CISM Block 1.

Date(s): February 11, 2006–NWC
Fee: \$170
Instructor(s): Bruce Ramsay

Managing Responses to Community Disasters (#TS604)

This one-day course provides participants with an overview of the phases and impact of a disaster and the role of government and community agencies in responding. Course content addresses models for community intervention and their application to community disasters, psychosocial needs of community members involved in a disaster, identifying at-risk populations, special considerations, and responder interventions. **Prerequisite(s):** CISM Block 1.

Date(s): February 12, 2006–NWC
Fee: \$170
Instructor(s): Laurie Pearce

Effective Team Participation (#TS605)

Participation on a CIS team involves understanding not only the intervention process but also how and when a team should be used and what has to happen in order for the team to operate effectively. Course content includes the knowledge and skills required for effective CIS team participation and the key skills that can be used to help the team fulfill its purpose within an organization to provide quality service. **Prerequisite(s):** CISM Block 1.

Date(s): March 3, 2006 – NWC
Fee: \$170
Instructor(s): David Freeman

Trauma, Children, and Youth (#TS608)

This course examines trauma intervention in relation to children and youth. Course content covers traumatic reactions specific to the stages of childhood development, the role of individuals responding to

children affected by various types of critical incidents, the range of interventions, and immediate post-impact and recovery issues. Participants will also have an opportunity to examine issues related to children with special needs and working with families. **Prerequisite(s):** CISM Block 1.

Date(s): March 4, 2006–NWC
Fee: \$170
Instructor(s): Laurie Pearce

Vicarious Traumatization (#TS607)

This course examines the unique issues faced by trauma responders who are exposed to critical incidents that, if not managed properly, can contribute to burnout, substance use, relationship stress, or emotional instability. Course content covers traumatic stress reactions; critical incident stress management in organizations; speaking about trauma to family members; key strategies for implementing policies, procedures, and programs in organizations; and on-scene interventions.

Prerequisite(s): CISM Block 1.

Date(s): March 5, 2006–NWC
Fee: \$170
Instructor(s): Bruce Ramsay

Role-Play Simulation (#TS610)

This course is designed for students who have completed Blocks 1 and 2 of the CISM Certificate and are seeking certification with the Association of Traumatic Stress Specialists (ATSS). In addition to the hours of classroom instruction, the ATSS also requires 30 hours of field placement before certifying individuals. Because of the challenges of securing practicum placements and the fact that it could take several months to complete 30 hours of active fieldwork, we have negotiated with the ATSS the option for candidates to complete a role-play simulation. The ATSS will accept as equivalent to a 30-hour practicum your successful completion of this one-day simulation class. The role-play simulation is designed to provide participants with the opportunity to show how they have

incorporated their new knowledge from the CISM program into their practice. Participants will be asked to participate in simulations with actors and will be evaluated by the instructors of the CISM program. In addition, participants must submit to the ATSS a written Observation/Analysis Report of the simulation as part of the equivalency process. Instructors are available to help participants complete the ATSS application process. Class size is limited to 10 participants, so please register early. **Prerequisite(s):** CISM Blocks 1 and 2 and completion of final exam.

Date(s): May 4, 2006–NWC
Fee: \$285 (includes actors and script design)
Instructor(s): David Freeman, Laurie Pearce, Bruce Ramsay



bylaw enforcement and investigative skills



BYLAW ENFORCEMENT AND INVESTIGATIVE SKILLS CERTIFICATE

This certificate program has been developed in consultation with experts in the bylaw enforcement field and is co-sponsored by the Justice Institute of BC and the Union of BC Municipalities. Both levels of the certificate have been endorsed by the Bylaw Enforcement Officers and Licence Inspectors Association of BC, and the Municipal Officers' Association of BC.

Who should attend

Current bylaw enforcement officers; licence, building, plumbing, electrical, and gas inspectors; and other local government employees responsible for the administration and enforcement of municipal bylaws. Courses can also be taken by those who aspire to become Bylaw Enforcement Officers and need to qualify for a competitive position.

What participants learn

Level I is designed to provide local government regulatory personnel with the knowledge and skills to enforce the relevant bylaws and to investigate, prepare, process, and prosecute cases pursuant to the applicable legislation. Participants are expected to participate in a mock trial and successfully complete a written exam in order to receive a certificate.

Level II is designed to prepare participants to better investigate and prosecute cases pursuant to the applicable legislation. Content includes drafting bylaws, developing policies and procedures, implementing risk management strategies, and defusing potentially volatile situations.

How to apply

There is no application process. Call the Registration Office at 604.528.5590 to register for the certificate.

For more information

Program Assistant

604.528.5608 or clcl_pr@jibc.bc.ca

Bylaw Enforcement and Investigative Skills Certificate, Level I (#EP209)

Level I is offered in a five-day format. After attending the five days, which include quizzes and an examination, the successful candidate will be awarded a certificate of achievement. Course instructors and guest presenters who are familiar with the roles and responsibilities of bylaw officers and who have experience with the BC court system deliver the program and assess the skills of participants. Assistance is provided to the primary instructor by other instructors with experience in specific fields related to the topics presented.

Date(s): September 26-30, 2005–NWC
Jan. 30 - Feb. 3, 2006–VIC
April 24-28, 2006–NWC
Time: 8:30 a.m. – 4:30 p.m.
Fee: \$895–NWC \$985–VIC
Instructor(s): Ellen Gerber

Advanced Bylaw Enforcement and Investigative Skills Certificate, Level II (#EP210)

Level II is for experienced bylaw enforcement officers; licence, building, plumbing, electrical, and gas inspectors; and other local government employees who have responsibility for bylaw code and regulatory enforcement. Registrants must have successfully completed Level I one year prior to attending this level. Level II is offered in a five-day format. After attending the five days, which include quizzes and an examination, the successful candidate will be awarded a certificate of achievement. Course instructors and guest presenters who are familiar with the roles and responsibilities of bylaw officers and who have experience with the BC court system deliver the program and assess the skills of participants. Assistance is provided to the primary instructor by other instructors with experience in specific fields related to the topics presented.

Date(s): November 14-18, 2005–NWC
March 6-10, 2006–NWC
Time: 8:30 a.m. – 4:30 p.m.
Fee: \$895
Instructor(s): Ellen Gerber,
Jeff Sim

Earn credit towards JIBC Investigative and Enforcement Skills Certificate

This Bylaw Enforcement and Investigative Skills Certificate has been granted credit for 5 days of electives towards the JIBC Police Academy 25-day Investigative and Enforcement Skills Certificate Program. Through the Investigation and Enforcement Skills Certificate Program, the Police Academy offers over 30 different publicly available courses to meet the professional development needs of investigators. In addition to training new and experienced municipal police officers, the Police Academy offers a wide variety of knowledge and competency-based courses and programs for the public and for government and industry professionals who conduct regulatory inspections, monitor for compliance, conduct investigations, and/or engage in various forms of enforcement activity. For more information on public and customized contract delivery offerings of courses and services, visit the Police Academy website at www.jibc.bc.ca/police.

Campus locations

NWC – New Westminster Campus,
715 McBride Boulevard
VIC – Victoria Campus,
910 Government Street



victim services courses

The following courses are designed for front-line and management staff who support and assist individuals in coping with the immediate consequences of crime and trauma. Courses are available at no cost to employees working in victim services programs funded by the Ministry of Public Safety and Solicitor General. Individuals working in funded programs who wish to register for this training should contact Laurie Hearty at 604.660.5103 or e-mail laurie.hearty@gems4.gov.bc.ca. Some courses are also open to individuals working in victim-related programs, at the fees listed for each course. Priority will be given to employees working in funded agencies.

Module I – Orientation to Victim Services (#VIC700) **[online]**

This self-study program consists of approximately 40 hours of reading and activities to be completed over a 12-15 week period. Content covers a history of victim services, dynamics of victimization and power-based crimes, overview of the criminal justice system, and relevant legislation and policy. The program is designed for new employees, and participants are supported in the training by having access to up to 10 hours of tutorial support. Individuals can apply at any time to begin the program.

Date(s): There will be a fall and winter intake.
Fee: \$375 (includes 10 hours of tutorial support); group rate, \$200

Module II – Direct Service Delivery (#VIC702)

This classroom-based course provides new employees with the direct service skills required to support and assist victims of crime and trauma. Content covers skills for supporting child and adult victims; working with children and families who have experienced trauma as a result of violence, sexual assault, and child sexual abuse; self-care and vicarious traumatizations; court preparation and support; and advanced crisis intervention skills. Participants must complete Module I – Orientation to Victim Services (#VIC700) before registering for this course.

Date(s): September 26-30, 2005–NWC
 February 13-17, 2006–NWC
Fee: \$485

Module III – Program Management Skills (#VIC701)

This classroom-based course is for senior caseworkers and program coordinators who are managing victim service-related programs. Content covers management and leadership skills; volunteer and staff recruitment, selection, and performance management skills; administration and financial responsibilities; stress management; and conflict resolution. Eligible participants must be currently coordinating or managing a victim services-related program.

Date(s): December 5-9, 2005–NWC
 April 24-28, 2006–NWC
Fee: \$500

Campus locations

NWC – New Westminster Campus,
 715 McBride Boulevard

VIC – Victoria Campus,
 910 Government Street

Module IV – Leading in the 21st Century (#VIC704)

This three-day course is for program managers who have at least two years of experience managing police or community-based programs and are interested in exploring new concepts, initiatives, and theories in leadership. Participants will have an opportunity to explore and apply organizational development processes such as appreciative inquiry, mind mapping, and open space technology, as well as specific workplace-related issues such as supporting staff who develop vicarious trauma and implementing performance management systems. Participants must complete Module III (#VIC701) before registering for this course.

Date(s): October 18-20, 2005–VIC
 May 2-4, 2006–NWC
Fee: \$500

Integrating Diversity in Victim Services Work (#VIC713)

This two-day course examines the role of victim service workers in increasing understanding of and access to the criminal justice system for victims from diverse cultures and communities. The content examines the issues faced by victims from a number of different communities and presents strategies and approaches that can be used in service delivery and program development to facilitate inclusion. Included in the workshop is a presentation on hate crimes and the role of victim services in responding. *This course is open only to those who work and volunteer in the field of victim services.*

Date(s): January 16-17, 2006–NWC

other programs offered at the Justice Institute of BC

COURSES AND CERTIFICATES IN CONFLICT RESOLUTION

Make a difference in your career, your life, and your community through conflict resolution courses and certificates designed to enhance your negotiation and mediation skills.

Whether you participate in an individual course or a full certificate, our courses provide you with practical concepts and skills that you can use right away.



Learn. Experience. Grow

The Centre for Conflict Resolution at the Justice Institute of British Columbia offers the following certificates:

- **Negotiation** – Provides you with an excellent opportunity to explore the broad field of conflict resolution with an emphasis on negotiation skills.
- **Mediation/Third-Party Intervention** – Provides you with in-depth knowledge and skills in formal and informal mediation as well as other forms of third-party intervention.
- **Family Mediation** – Provides you with training in mediation within a family context. The courses may count towards Family Mediation Canada certification as the subject matter complies with the FMC Practice and Certification Standard 2003 (for more information, please visit www.fmc.ca).

For more information

Sue Crosato, Program Planner

604.528.5620 or scrosato@jibc.bc.ca

www.jibc.bc.ca/ccr

instructors

Rob Axsen, BA, has over 20 years of experience providing counselling, clinical supervision, and training. He has worked with corrections, mental health, and addiction services. Rob also has specialized experience working with youth. He has a private practice focusing on youth issues, the change process, and applied motivational interviewing.

Janice Barr, BSW, is the executive director of the Richmond Association of Community Living. She is an instructor in the Community and Classroom Support Program at Douglas College. Janice has worked in the community living field for over 15 years.

Danie Beaulieu, Ph.D. & Psychologist, is the founder and president of Academie Impact, a training institute, publishing house and producer of therapeutic aids based in Quebec City. She is the co-developer of Impact Therapy and Eye Movement Integration Therapy, on which she has authored 15 books. Danie has shared her innovative and effective methods with professional and general audiences throughout North America and Europe.

Cheryl Bell-Gadsby, MA, RCC, has extensive experience in Canada and the US as a therapist, clinical supervisor, and educator. She has specific expertise in issues of trauma, family violence, sexual exploitation, child and adolescent development, and hypnotherapy with children, adolescents, and adults. Cheryl has recently co-authored *Reclaiming Herstory: Ericksonian Solution-Focused Therapy for Sexual Abuse*.

Linda-Ann Bowling is a Certified Coach and organizational development and change management consultant with 20 years of leadership experience. She specializes in the Power of Language® and is highly passionate about helping leaders create conversations that inspire, motivate, and move their teams to successful action.

Gina Buchanan, BA, CHRM, MAOM (cand.), is an educator and trainer with a particular interest in human resource management in the non-profit sector and an emerging passion in the study of work/life balance. She has over 12 years of experience in community-based social service agencies as a manager of a variety of programs working with children, youth, women, and families.

Ray Chapman, MSW, is a social worker with 15 years of experience in a clinical private practice. He is a part-time instructor in the Douglas College Child and Youth Care Program.

Grant Charles, PhD, RSW, teaches at the School of Social Work and Family Studies at the University of British Columbia. He has worked in a variety of mental health, special education, and child welfare settings. He has been the director of a number of specialized educational, community, and residential treatment programs, working with groups such as adolescent sexual offenders, and Aboriginal adolescent solvent abusers. He is a board member of the Canadian Outcome Institute and the Canadian Adolescent Violence Education and Research Network.

Natalie Clark, MSW, RSW, is an experienced therapist, clinical supervisor, community-based researcher and educator specializing in issues of child abuse, trauma, sexual exploitation, and adolescent development.

Jeanie Cockell, Ed.D. is an educational/organizational consultant who does workplace team development, change management, instructional design, and research/evaluation projects. Jeanie presents workshops/courses in the areas of appreciative inquiry, leadership, team building, facilitation/instructional skills, and diversity.

Mary Anne Crabtree, BA, BSW, works with the Boys and Girls Clubs Substance Abuse Programs. She has worked as a counsellor and program director for Nexus, a substance abuse outpatient program for youth. She has also worked with street-involved youth for the past 16 years, and has provided training and youth program development.

Jason Cressey obtained his PhD in Psychology from Oxford University, specializing in interpersonal and communication skills. As a consultant, he assists corporations with customer relations, team building, emotional intelligence, and other psychological factors in the workplace.

Marie-José Dhaese, PhD, ATR, CET, RPT-S, is an adult, child, and family therapist and a clinical consultant in private practice. She is a Registered Clinical Counsellor, a Registered Art Therapist, a Certified Expressive Therapist, and a Registered and Certified Play Therapist Supervisor. Marie-José recently celebrated 30

years as a therapist and 20 years as a consultant and international workshop leader in the field of expressive therapies, abuse, loss, and trauma. She has developed her own approach within the field of play therapy (Holistic Expressive Therapy).

Gail Edinger is currently working as Regional Coordinator with Community Coordination for Women's Safety and has 20 years of experience working in the feminist anti-violence movement in BC in community development and coordination, counselling and advocacy, and training. Gail has consulted extensively with systems and community groups on policy development and implementation in efforts to create a safety response for battered women.

Jacinta Eni is Director of Member Services with PLAN. She has extensive management experience working in preschool, residential, and vocational settings for people with developmental disabilities. Jacinta is a former executive director with a community agency.

Vals Fauquier draws on 25 years of executive experience in Canada and the US to deliver unique workshops, seminars, and public speaking events geared to today's critical sales, marketing, and communication topics. With a background in private and public sector promotion, she has worked with Canada's largest multimedia communication company and an international magazine network, and was vice president of marketing for the Toronto Convention and Visitors Association.

Monica Franz, MA, is a clinical counsellor and Registered Art Therapist in private practice in Vancouver. She teaches clinical supervision at City University and offers clinical supervision and consultation in her private practice.

David Freeman, MSW, RSW, CTS, is trained in individual, small-group, and macro models of critical incident stress management (CISM). He is a Certified Trauma Specialist and a national board member of the Canadian Traumatic Stress Network, the Association of Traumatic Stress Specialists, the BCASW, and the CASW. David is registered for private practice specializing in post-trauma reactions.

Patricia Galaczy, Master of Industrial Relations, Queen's University, is a consultant with an extensive background in strategic human resource development and management. Working with industry leaders in both the

private and public sectors, she provides direction and coaching to staff, focusing on training, employee retention, leadership, and policy and career development.

Ellen Gerber is a senior lawyer working as Crown counsel with the Criminal Justice Branch of the Ministry of Attorney General. She also works in the area of legal education and has developed and taught courses at the University of British Columbia, Simon Fraser University, the Justice Institute of BC, and a number of provincial government branches.

Raj Gill, BSc, is a Certified Professional Co-Active Coach and facilitator. She has 30 years of experience in health care in the areas of supervision, quality assurance, education, and training. Raj also has 15 years of experience in designing and delivering education programs for quality enhancement and utilization management, and specializes in inclusive leadership and participatory education workshops.

Rob Goodall is a management consultant with over 20 years of experience developing and delivering educational programs. Special interests include leadership development, team building, creative problem solving, governance training, systems thinking, and organizational change management. He has an MA in Political Science from UBC and a Professional Teaching Certificate from Simon Fraser University.

Monique Gray-Smith is a mixed-heritage woman: Cree, Lakota Sioux, and Scottish. She is a psychiatric nurse and consultant with her own business, Little Drum Consulting, and has been facilitating workshops for over 10 years. Monique has experience working with youth and women in the areas of family violence, suicide prevention, addictions, and personal wellness.

Laura Gullickson is a facilitator, researcher, and workshop developer with her own business, SLG & Associates Skills and Development Group. Her work focuses on social justice, disability rights, and anti-poverty advocacy, and results from over 10 years of experience working in community-based social service agencies as an advocate and housing relocater for the homeless. Laura also develops and delivers training to individuals who want to become self-advocates.

Sherrill Gullickson is a social justice advocate with 30 years of experience in working with

inner-city, urban, and rural populations. She is an independent facilitator in the private, public, and not-for-profit sectors and specializes in the broad spectrum of social justice advocacy training. She has an in-depth knowledge of poverty law and the administrative system, including tribunals, hearings, arbitrations, and other appeal boards.

Mark Haden has been working in the addictions field for 17 years. He has worked in detox, methadone, and outpatient settings providing counselling, educational, supervision, and management services. Mark is a graduate of the Master of Social Work program at UBC.

Maureen Hannah, MBA (Managerial and Organizational Leadership), BSc (Management), Certified Professional Coach, is an organizational, training, and development consultant, facilitator, and coach specializing in leadership development. She has 26 years of organizational development experience in national and international corporations, governments, education, and community organizations.

Bruce Hardy, BA, M.Ed., MA, PhD (cand.), is currently executive director of OPTIONS: Services to Communities. Bruce teaches at the Justice Institute, Douglas College, and the University of Victoria. He is also on the board of the Legal Services Society of BC and is a peer reviewer/team leader for the Council of Accreditation.

Tom Hetherington, MSW, has 30 years of experience in social service practice. Tom has worked as a street worker, a foster home child care support worker, a probation officer, a child protection worker, an employee assistance practitioner, and a family counsellor. For the past 10 years, Tom has been the manager of Pacific Community Resources Society's alcohol and drug prevention, intervention, and treatment services.

Cindy Holmes has worked for 18 years with women's organizations as a counsellor, transition house worker, community educator, and researcher on many social justice issues, especially violence against women and abuse in lesbian relationships. She is currently the program manager with the BC Association of Specialized Victim Assistance and Counselling Programs, where she coordinates the Safe Choices: Support and Education program on same-sex relationship abuse and the LGBT Anti-Violence Project.

Margaret Jones-Callahan, MA, is a counsellor in private practice with over 20 years of clinical experience with children, adults, and families. She has particular expertise in the treatment of sexual abuse, grief and trauma, human sexuality, creativity, the expressive arts, and Buddhist psychology.

Martha Joy, BSW, MCE (Leadership and Workplace Learning), is an independent facilitator and educator with extensive experience working in community agencies as a front-line worker, program director, educator, and policy analyst.

Paul Kivel is a trainer, activist, writer, and violence prevention educator. For the last 27 years he has worked with boys, young men, and adults in schools and universities, government agencies, and youth recreation and leadership programs, and with juvenile corrections on issues of violence prevention, program development, and community building. He is the author of several books, including *Boys Will Be Men*, *Helping Teens Stop Violence*, *Uprooting Racism*, and *You Call This a Democracy?* as well as the *Men's Work* and *Young Men's Work* curricula.

Joyanne Landers draws on 20 years of experience throughout Canada as a workshop leader, consultant, speaker, and executive coach. Joyanne has a BA (Hons.) degree in English (SFU), a Teacher's Certificate (UBC), and an M.Ed. degree (Western Washington University).

Maureen Lee is a child welfare consultant with 24 years experience working in the social services and child welfare field. She has experience with both public and private sector organizations as a family counsellor, social worker, practice analyst, curriculum designer and educator.

Linda Light, MA, has worked in the area of criminal victimization for 25 years, specializing in violence against women, children, and other vulnerable people. She worked with Dr. Mary Russell to conduct research on "Measures of Empowerment for Women Who Are Victims of Violence and Who Use the Justice System," and is currently working on a second phase of that research focusing on empowerment of immigrant and refugee women. She worked for more than 20 years as a senior policy analyst in the BC government and has been working as a private consultant for the past few years.

Parveen Mann, BCom (Industrial Relations Management specialization), is a senior managing consultant with the Community Social Services Employers' Association. Parveen has extensive experience in the area of employee relations issues, including discipline, investigations, and performance management. She enjoys teaching employee relations as it is a proactive way of creating healthy and productive organizations.

Rhonda Margolis, Ed.D., is an educational consultant with extensive experience developing and facilitating educational programs in the private, public, and not-for-profit sectors. Her areas of focus include leadership, workplace diversity, cross-cultural communication, team building, and training for trainers. She holds a master's degree in Counselling Psychology and a doctorate in Educational Leadership and Policy.

Gillian Maxwell is trained in mediation and negotiation. She has been an entrepreneur in Vancouver for 18 years, with a range of experience that includes facilitation, mediation, coaching, public speaking, marketing, promotion, and organizing public events. She makes use of these experiences and training to help individuals and groups unblock problem areas and discover workable solutions. Gillian is currently a member of the Vancouver Police Board.

Joan McArthur-Blair, Ed. D. is Vice President, Education, at Vancouver Community College. She has an extensive background in leadership education, diversity, and creative writing. She is currently a doctoral student in educational leadership and policy at UBC.

Maureen McEvoy, MA, is a therapist who has been in private practice for 10 years. Special areas of interest include adult women survivors, couples work, and dissociation. She is the co-author of *Balancing Conflicting Interests: A Counsellor's Guide to the Legal Process*. Her current focus is working with couples and legal issues.

Devon MacFarlane is active in Vancouver's queer and trans communities. In the past, Devon has been active in lesbian and feminist organizations. Devon is a past volunteer facilitator with the Vancouver FtM Etc, a peer support group for people who were born female but identify as male part or all of the time. Devon is also a community developer with Vancouver Coastal Health.

Georganne Oldham, MSc (Organizational Development), has worked in the field of organizational development, training, and career development since 1987. The focus of her work has included all aspects of career transition/career management consulting, training, and counselling; change management education; and selection interview training. She has also specialized in the areas of leadership development training, communication skills, and team building.

Colin A. Pawson has worked with the Delta School District for 25 years. He is currently the president of his union local, which represents all support staff. Colin has extensive union involvement and has held the positions of trustee, chief shop steward, vice president, and president. He has extensive experience with contract negotiations.

Laurie Pearce, MSW, MA, PhD, has specialized in disaster management and traumatic stress for over 15 years. She is a member of the Association of Traumatic Stress Specialists and the World Association of Disaster Emergency Management, and sits on the board of directors of the Emergency Social Services Association of BC. Laurie has worked in emergency child protection for the Ministry of Children and Family Development for over 25 years, and currently is the Special Projects Manager for the Fraser Region.

Marg Penney, MA (Educational Psychology), has over 20 years of experience working with adult learners in both BC and the Alberta. She has her own educational consulting firm, specializing in the areas of educational evaluation and research, training needs analysis, and instructional systems development, as well as equity/diversity, gender issues, and inclusive curriculum.

Barbara Plumstead, MA, RCC, has worked in the field of substance misuse and trauma for the past eight years, and has been a clinical counsellor at the Aurora Treatment Centre for the past five. Before that, she accumulated 12 years of experience in the field of adult education, developing specialized training programs for women and youth considered to be at risk. Barbara is certified in the use of EMDR and currently has a private practice in Vancouver.

Nancy Poole, MA, is a provincial research consultant on women's substance use issues at the Aurora Treatment Centre in Vancouver. Nancy has developed gender-specific programming and evaluation of women's treatment and prevention programming, and has helped develop the *BC FAS Community Action Guide* and the *Alcohol and Drug Problems of BC Women* report.

Bill Pozzobon is a senior trainer for SafeTeen who has facilitated youth and adult training sessions on masculinity issues both locally and internationally. Bill is an actor, director, and inspirational public speaker who brings personal narrative and a passionate belief in the power of personal choice to his work. With humour and skill he invites the men he works with to step into their full humanity with dignity and courage.

Kathy Priest-Peries, MSW, RCC, is a therapist in private practice as well as an organizational consultant. She specializes in working with post-traumatic stress disorder, complicated grief, residential school recovery, and self-care for helping professionals. She has 19 years of experience working in the child welfare system as a social worker, foster caregiver, manager of social worker training, organizational consultant, and instructor.

Jannit Rabinovitch, PhD, is best known for her work with marginalized populations, developing innovative programs and services. Her work with sexually exploited youth and sex trade workers resulted in *Out from the Shadows: International Summit of Sexually Exploited Youth* (March 1998), the International Centre to Combat the Exploitation of Children (ICCEC), and the Prostitutes' Empowerment, Education and Resource Society (PEERS). Jannit is the provincial coordinator of the Health, Enforcement and Education in Partnership (HEP) Program for the Centre for Addictions Research (CAR) of BC.

Leila Rahemtulla, BCom, has been a consultant and instructor for over 10 years. She has experience with both public and private sector organizations and has designed and delivered courses in classroom, correspondence, and technology-based formats. She has extensive experience teaching organizational behaviour and management skills.

Shahnaz Rahman is the Coordinator of Children's Services at the BC/Yukon Society of

Transition Houses. She coordinates 57 Children Who Witness Abuse programs across BC and supports child-care workers in over 95 transition houses, safe homes, and second-stage shelters. Shahnaz has 20 years of experience in working with children in various capacities, including teaching, working the front lines in Children Who Witness Abuse programs, and working in administration, public education, and prevention.

Bruce Ramsay, CTR, is a retired deputy fire chief and a Certified Traumatologist. Bruce sits on the executive of the Association of Traumatic Stress Specialists and is an experienced trauma trainer and debriefer. He has provided critical incident stress debriefing services to emergency response groups, victims' assistance groups, private industry clients, and First Nations communities.

Emily Renoe is a seasoned IT professional with experience in technical training, technical documentation, online course development, and communications/desktop publishing. Emily's work at the Justice Institute includes WebCT technical support in coordinating online programs and activities for course support/distance learning.

Anita Roberts is the founder and guiding force behind the internationally acclaimed SafeTeen Program. She has been working in the field of violence prevention and women's empowerment since 1976. In 1985, she was chosen as a Canadian representative on violence against women to the United Nations Decade of Women conference in Nairobi, Kenya. She is an award-winning author and her latest book, *SafeTeen: Powerful Alternatives to Violence* (Raincoast) has been translated into Japanese and Chinese (2004/2005) and is endorsed by international parenting expert and bestselling author Barbara Coloroso.

Elizabeth Robinson, MSW, RSW, is a social worker in private practice. She has extensive experience as a manager and trainer in child welfare and medical settings. She is also a sessional lecturer at the School of Social Work at UBC.

Gail Sexsmith is an executive with extensive experience in strategic leadership, organizational effectiveness, and human resources. Gail delivers facilitation, consulting, coaching, and adult education services that help organizations, teams, and individuals achieve superior results.

Lisa Shatzky, BA, MSW, RCC, is a long-time instructor with the Justice Institute and has been a senior therapist with Act II Child and Family Services in Coquitlam for the last 13 years. She is also the director of Wolfson Centre, a private therapy and meditation practice on Bowen Island. Lisa specializes in all kinds of childhood trauma and child development, and works with adult survivors of trauma and couples relationships. She gently integrates family systems theory with Jungian psychology and travels to different communities across BC to teach other practitioners how to work with children and their families.

Jeff Sim brings over 20 years of policing experience to the classroom, much of it involving a variety of investigative, operational, and educational roles. Jeff has been teaching or writing curriculum for CLCL programs since 1997, and earned a BA in Adult Education while seconded to the Police Academy. He currently serves as a police officer in British Columbia and provides educational services to CLCL.

Kathy Snowden is currently the program director of Odyssey II, a substance misuse outpatient program for youth and their families. She has had 16 years of experience working with high-risk and at-risk youth.

Joe Solanto, PhD, is a therapist, consultant, and workshop facilitator with over 30 years of experience training educators and mental health professionals in therapeutic responses to critical incidents and traumatic experiences. He has provided consultation, training, and supervision in a number of First Nations communities related to the multigenerational effects of trauma, integrating western and Aboriginal approaches to healing. Joe also teaches courses in workplace wellness, restorative justice, and adventure-based counselling.

Thomas J. Sork, PhD, is professor of adult education at UBC. He has presented needs assessment workshops to dozens of practitioner groups from Vancouver to St. John's, and from Winnipeg to Fort Smith. His research and publications focus on educational planning and professional ethics.

Diane Sowden is a certified family support worker and the co-founder and executive director of Children of the Street Society since 1995. Diane's eldest daughter was recruited into a life of drugs and sex for money when she was

13 years old. It has been Diane's mission to help parents and youth prevent this from happening in their families, and to provide information to service providers about the issues of youth sexual exploitation. She has worked with all levels of government across British Columbia.

April Stanley initiated the creation of Canada's first indoor Labyrinth in 1996 at St. Paul's Church, Vancouver. A certified Labyrinth Facilitator, April has been introducing people to the Labyrinth for over eight years, conducting workshops throughout Canada and in Chartres, France.

Brent Stewart is an executive coach and associate faculty member at Royal Roads University, specializing in personal leadership development. Brent's background includes over a decade as facilitator of the renowned Pursuit of Excellence program.

Mike Stockdale, MSW, RSW, is a registered social worker with 25 years of experience as a supervisor with the Ministry of Children and Family Development. While working with MCFD, Mike established the Lower Mainland After-Hours office in New Westminster and participated in a United Way research project on child sexual abuse. Mike has studied extensively in the area of evaluation research, and has focused on the writing of clear and definable goals for work with individuals, families, and children.

Elaine Stoll, BA, RCC, is a therapist and trainer in private practice who has worked with violence and abuse issues for the past 25 years. Elaine works with adults and youth, and facilitates a variety of groups, including parenting groups. Elaine is an accredited instructor with the William Glasser Institute in Los Angeles.

Debbie Suian, MA, RCC, has worked for the past 20 years as a counsellor, clinical supervisor, and trainer in community-based counselling agencies, addictions services, private practice, and mental health. As a concurrent disorders therapist with Fraser Health, she provides consultation and training to staff, develops and facilitates groups for people struggling with mental illness and addiction, and is the editor of a monthly publication focusing on concurrent disorder issues.

Kathryn Thomson, B.Ed., MA, works with organizations undergoing change, restructuring, or transitions. Kathryn teaches leadership and communication skills, diversity, business writing, and team building. She currently works with Ryane Consulting.

Doug Thornton, MA, is a professional coach, facilitator, and researcher. He has delivered trust-building workshops to large corporations, governments, and non-profit societies. He uses humour and communication skills to inspire people to work collectively towards a meaningful, humane goal.

Peter Toppings is the Education and Outreach Coordinator at The Centre: A Community Centre Serving and Supporting Lesbian, Gay, Transgender, Bisexual (LGTB) People and Their Allies. He has delivered numerous LGBT-awareness workshops to health care and community service providers. Peter is active in several anti-violence initiatives in Vancouver. He recently developed a comprehensive manual for service providers on providing culturally relevant services to LGBT people who have experienced violence.

Wendy van Tongeren Harvey, BA, LLB, has been a Crown lawyer for close to 23 years. She is interested in using criminal courts to protect persons from physical and sexual violence and oppression while maintaining an atmosphere of fairness and respect. She is currently co-writing her ninth publication, *Trauma, Trials and Transformation*.

Colleen Vaughan, M.Ed., has been an instructor at the Justice Institute of BC for over 14 years. She has developed and delivered workshops for both the Emergency Management Division and the Corrections and Community Justice Division.

Munir Velji, BA (Criminology), MSW, specializes in working with children and adolescents. He has 10 years of experience in the counselling and mental health field. He is currently employed with the Adolescent Crisis Response Program and also provides consultation and relief to the Youth Crisis Response Program.

Rosalie Walls has 25 years of experience in the field of counselling with children and families. She is the Manager of Clinical Support and Quality Assurance for Pacific Community Resources. Rosalie also teaches part time and

does clinical supervision and work with the Ministry of Children and Family Development.

Caroline White is a community-based social justice trainer, educator, and researcher. She has worked in women's organizations for over 20 years. In 1994, Caroline initiated trans-related policy and training at the sexual assault centre where she worked. Since then she has worked with both trans and women's organizations to produce policy, educational materials, and curriculum, as well as deliver trans-specific anti-violence training.

Heather Whiteford, MSW, is a therapist with Family Services of Greater Vancouver and an instructor at Pacific Coast Family Therapy Training Association. She is interested in the ways in which work with families can support people in sustaining themselves through trauma and loss.

Doug Woollard, BSW, RSW, is the vice-president Community Planning and Development, C.L.B.C. He is also the chair of the Council for Career and Workforce Development. Doug has worked in unionized environments since 1979 and has extensive experience and skills in contract negotiation, human resources, and project, budget, and fiscal management.

Maggie Ziegler, MA, has worked as a psychotherapist for over 25 years, specializing in work with a broad range of trauma survivors. She has developed trauma-related curricula and programs, and has provided extensive clinical supervision and consultation services to agencies and programs throughout BC. Maggie is an experienced facilitator who has delivered training workshops both in BC and internationally.



information for students

Course Times

All courses run from 9:00 a.m. to 4:30 p.m. unless otherwise noted.

Our Campus

All CLCL courses are held at the Justice Institute of BC, 715 McBride Boulevard, in New Westminster, BC, unless otherwise noted. The Justice Institute of BC building is fully wheelchair-accessible, and houses a library, gym, cafeteria, and theatre in addition to classrooms and offices. There is plenty of free parking in our parking lot. Staff input into the building's design has ensured that there are windows that open in most exterior rooms and ample natural light everywhere. A garden and a large atrium provide ideal meeting places for students.

Directions: please see the map on page 63 or call 604.528.5608.

STUDENT SERVICES

Information Desk

The Information Desk is staffed weekdays from 7:00 a.m. to 5:00 p.m. to provide general information and assistance. Staff also handle requests for First Aid Attendants, maintain a register of lost and found items, and approve all notices for the bulletin boards and flyers for the information racks.

Library

The library is open to all students, although only students registered in JI pre-employment courses and certificate programs have borrowing privileges. The library has photocopying and fax services and some stationery items for sale. Hours are Monday to Friday from 8:00 a.m. to 5:00 p.m., and Saturday (September to June) from 9:00 a.m. to 4:00 p.m.

Phone: 604.528.5599
Fax: 604.528.5593
E-mail: library@jibc.bc.ca.

Aboriginal Student Services

The Justice Institute of BC and CLCL welcome and encourage Aboriginal students to engage in our programs. A Program Coordinator and Student Advisor are available for academic counselling and emotional support. Please feel free to contact the Program Coordinator at 604.528.5621 or the Student Advisor at 604.528.5614, fax at 604.528.5640 or email at aboriginal@jibc.ca

Services for Students with Disabilities and Special Learning Needs

The Justice Institute of BC and CLCL strive to be as accessible as possible to students with disabilities. To help you while you are learning at the JIBC, we are able to provide:

- Sign language interpreters
- Specialized equipment for people who are visually impaired
- Large-print or Braille documents
- Classroom and exam tutors for people with learning disabilities

The JIBC building is completely wheelchair-accessible. Disability-designated parking is located near both main entrances of our building, with conveniently located curb approaches. All floors have separate accessible washrooms, and pay phones are designed for wheelchair access. There are two elevators and refuge areas at each staircase in the event of fire or other emergency. Wherever possible, CLCL courses held off-site are offered at wheelchair-accessible locations.

For more information, please contact the Registration Services Advisor at 604.528.5588; TTY/TDD: 604.528.5655

Win a free course – sign up for CLCL's e-letter distribution list



Sign up for our e-letter distribution list and have the latest information on CLCL courses, events, and customized

solutions delivered to your inbox. Plus, we will enter your name in our quarterly draw for a free CLCL course. To sign up, visit our website at www.jibc.bc.ca/clcl and follow the links.

REGISTRATION INFORMATION

Note these deadlines

For certificates

We recommend that you apply for certificates at least two months before the classes begin, because:

- It can take up to five working days to process an application.
- Once an applicant is accepted, we recommend registering at least 10 days before the classes begin.
- Acceptance into a certificate program does not guarantee seat availability in a specific course. Once your application has been approved, please register directly with the Registration Office at 604.528.5590.

For courses

Registration is on a first-come, first-served basis. Early registration is recommended. While registrations are generally accepted up to one business day before the course begins, we make decisions to run or cancel the course based on the registrations five days before the course.

FOLLOW THESE STEPS TO REGISTER

For certificates*

STEP 1

Complete the Certificate Program Application Form on page 69. Make sure you have included all required materials and the \$25 non-refundable application fee. Mail or fax the application to:

JIBC Registration Office
715 McBride Boulevard
New Westminster, BC V3L 5T4
Fax: 604.528.5653

STEP 2

Once the CLCL receives your application, we will let you know within about five working days whether or not you have been accepted into a certificate program.

STEP 3

If you are accepted, pay for your certificate following the steps below. Confirmation of registration will be sent by mail.

- * The Bylaw Enforcement and Investigative Skills Certificate does not require an application. Simply call the Registration Office at 604.528.5590 to sign up.

For courses*

STEP 1

Make sure that you have completed all prerequisites.

STEP 2

Fill out the Course Registration Form on page 71.

STEP 3

Submit your registration form and payment at the same time. Follow the steps for payment below. Confirmation of registration will be sent by mail.

- To take courses in Critical Incident Stress Management, you must complete a Certificate Program Application Form. Follow the steps for certificates above.
- If you are registering for Expressive Play Therapy Methods Level II (#CY104A), please attach a resume.

FOLLOW THESE STEPS TO PAY

By mail

Send a cheque made out to the Justice Institute of BC or a VISA/MasterCard number with expiry date and signature to: JIBC Registration Office, 715 McBride Boulevard, New Westminster, BC V3L 5T4

By phone

Call the Registration Office at 604.528.5590 or 1.877.528.5591 (toll free – long distance calls only) between 8:30 a.m. and 4:00 p.m., Monday to Friday. Please have the course name and number and your VISA or MasterCard number ready when you call.

In person

By cheque, cash, debit card, VISA, or MasterCard at the JIBC Registration Office, 715 McBride Boulevard, New Westminster, BC, between 8:00 a.m. and 4:30 p.m., Monday to Friday.

By fax

Fax the registration office at 604.528.5653. VISA or MasterCard only.

READ THE FINE PRINT

Withdrawals

Deadlines and fees for withdrawing from a certificate or course vary from program to program. Please contact the Registration Office for specific information.

Transfers

If you wish to transfer from one course to another, the Registration Office must be notified at least one week prior to the course start date. Transfers are subject to an administrative charge.

Substitutions

If your agency plans to send someone to a course instead of the person who was originally registered, please inform the Registration Office ahead of time.

Cancellations

The Justice Institute of BC reserves the right to substitute faculty or cancel courses. Every effort will be made to

provide adequate notice of substitutions or cancellations. In the event of a cancellation, full tuition will be refunded. The JIBC is not responsible for participants' expenses (for example, airline or hotel reservations) if a course must be cancelled. We truly regret any inconvenience this may cause.

Register early

Register early to avoid the disappointment of cancelled courses. In order to provide adequate notice, the decision to cancel a course is often made well before the course start date.

NSF Cheques

A fee of \$15 applies to all cheques returned due to "not sufficient funds."

Transferring Credits

For information on transferring credit from JIBC courses to other educational institutions, please contact the institution that you are considering transferring credits to.

Personal Education Number (PEN)

A Personal Education Number will be issued to all students. In order to issue the number, the JIBC must collect information on gender and birth date. This information is collected under the authority of the Freedom of Information and Protection of Privacy Act, and is needed to process each student's registration form.

Tax Receipts

T2202A forms for tax purposes, provided to all students who pay personally for their courses, will be issued in February 2006 for all 2005 courses. Tuition fees over \$100 (cumulative from the same institution) are tax-deductible.

Transcripts

Transcripts are available from the Registration Office. Upon completion of a certificate program, students will receive one copy of their official transcript at no charge. In all other cases, a fee applies.

For more registration information

Registration Office

Hours: 8:00 a.m. to 4:30 p.m., Monday to Friday
Information: 604.528.5590
Registration: 604.528.5590 (local calls)
1.877.528.5591 (toll-free–long distance only)
Fax: 604.528.5653
TDD/TTY: 604.528.5655
E-mail: register@jibc.bc.ca. Inquiries only; we do not accept e-mail registrations.

Registration Services Advisor

For general advice about JIBC programs and courses, and justice and public safety career paths, or for assistance for students with disabilities:

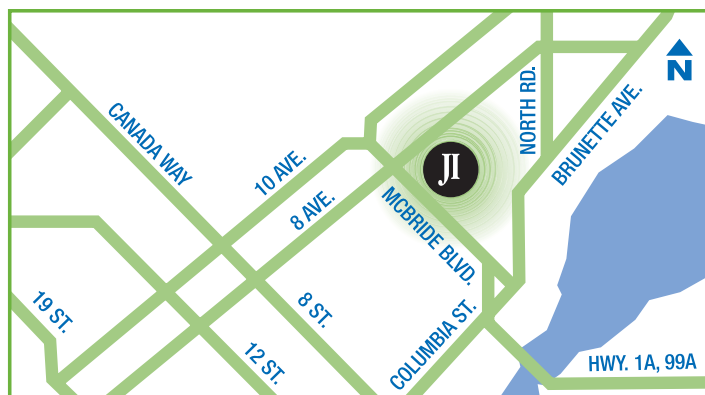
Phone: 604.528.5588
Fax: 604.528.5653
TDD/TTY: 604.528.5655

Prior Learning Assessment and Recognition (PLAR)

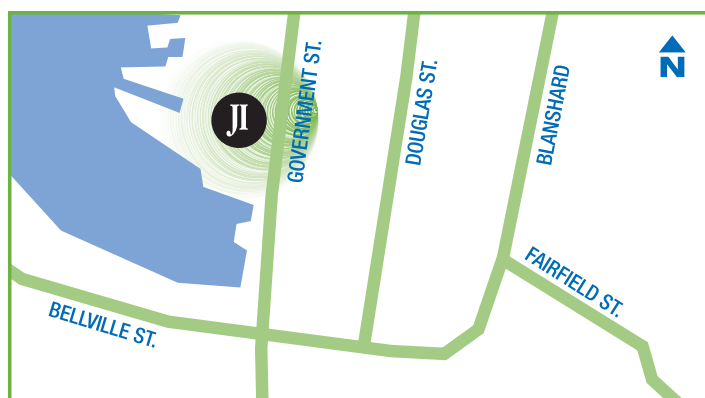
PLAR can enable you to receive credit towards a CLCL certificate based on learning you have already completed, either through formal courses or through work experience. You may need to provide specific evidence to the assessor, such as transcripts, written reports, completed projects, or audio- or videotapes of your work. The fee for PLAR depends on the work involved in the assessment. The maximum charge is \$250; fees usually range from \$25 to \$150. The PLAR process can take anywhere from a few days to a few weeks. For more information, call 604.528.5632, e-mail clcl_pr@jibc.bc.ca, or visit our website at www.jibc.bc.ca/clcl.

The JIBC is ISO-registered

The Justice Institute of BC is the only postsecondary institution in BC – and one of only a few in North America – to be registered under ISO 9001:1994 (BSI FM #63029). This internationally recognized designation ensures that our programs meet the requirements of our students and clients and are continuously reviewed, improved, and updated to maintain the highest possible standards.



Justice Institute of BC - New Westminster Campus
715 McBride Boulevard, New Westminster, BC



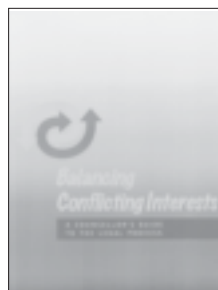
Justice Institute of BC - Victoria Campus
910 Government Street, Victoria, BC



Justice Institute of BC - Downtown Vancouver Campus
18th Floor - Commerce Place 400 Burrard Street, Vancouver, BC

publications and videos

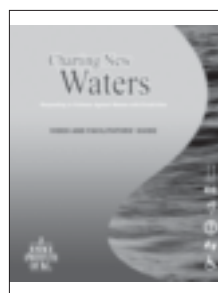
Balancing Conflicting Interests: A Counsellor's Guide to the Legal Process *Manual*



This manual explores the clinical and ethical dilemmas counsellors face in their increasing involvement with the legal system, and suggests ideas for resolving them. Topics include current legal/clinical trends that require counsellors to “think legal”; issues that a “thinking legal” counsellor must consider, such as informed consent, confidentiality, questions of privilege, obligations to report, clinical assessments, and guidelines for recordkeeping; concerns that counsellors have about going to court; and much more.

Price in BC: \$40; Price out-of-province: \$65

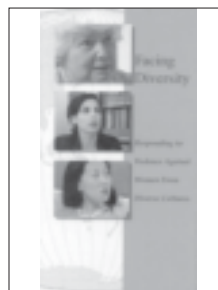
Charting New Waters: Violence Against Women with Disabilities *Video (or CD) and facilitator's guide*



This 35-minute video with accompanying facilitator's guide is designed to raise awareness of the barriers and issues faced by women with disabilities when they try to end the violence in their lives. The video combines interviews with disability advocates and criminal justice personnel with three dramatic vignettes portraying women with disabilities who have experienced or are currently experiencing violence in their lives.

**Price in BC: \$65; video (or CD) only: \$50
Price out-of-province: \$90; video (or CD) only: \$75**

Commercial Sexual Exploitation: Innovative Ideas for Working with Children and Youth *Manual*



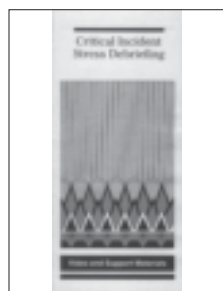
This manual presents a provincial framework for working with commercially sexually exploited children and youth, and innovative ideas for programs to deal with this social problem. The framework has been designed to assist in the formulation of policy, strategies, and services to assist these young people. Topics include the legal meaning of “commercial sexual exploitation”; the rights of children and youth; understanding commercial sexual exploitation; a conceptual framework within a population approach to health promotion; meeting the needs

of youth through a continuum of services; guiding principles for program design and delivery; and a selection of provincial programs that meet the guiding principles and are considered to be examples of innovative and promising practices.

Price in BC: \$40; Price out-of-province: \$65

Critical Incident Stress Debriefing

Video (or CD) and facilitator's guide



This award-winning video shows a fictitious critical incident and illustrates the stages of critical incident stress support that precede and follow it. The revised facilitator's guide provides information and instructional strategies to deliver an introductory workshop.

**Price in BC: \$75;
Price out-of-province: \$100**

Warning: This video contains language that may be offensive to some viewers.

Facing Diversity: Responding to Violence Against Women from Diverse Cultures

Video (or CD) and instructor's guide



This 42-minute video is intended primarily for use by those who work with women from diverse cultures who are trying to end violence/abuse in their lives. Through the voices of three women from different cultural communities, the video illustrates some of the barriers to seeking help faced by these women and highlights a selection of best practices to assist them.

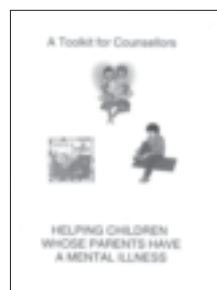
The 53-page instructor's guide to a six-hour workshop, two three-hour workshops, or video debriefing includes sample lesson plans, content notes, five overheads, suggested activities, and handouts for participants.

**Price in BC: \$75; video (or CD) and discussion guide only, \$50
Price out-of-province: \$100;
video (or CD) and discussion guide only, \$75**

Funding for the development of the video and support materials was provided by the Ministry of Attorney General, Victim Services Division, and the Ministry of Multiculturalism and Immigration.

Helping Children Whose Parents Have a Mental Illness: A Toolkit for Counsellors

Toolkit



This toolkit is a collection of current resources and reference materials designed to assist counsellors in supporting children and families in situations where there is a parental mental illness. The toolkit was designed in response to the identified need for more resources to assist counsellors and workers in mental health teams in the Vancouver Coastal Health Authority.

Developed by the Centre for Leadership and Community Learning in collaboration with the Working Group Supporting Families with Parental Mental Illness, the toolkit has been produced in an easily accessible format for use by community mental health providers.

Price in BC: \$65; Price out-of-province: \$90

In Her Own Time: Measures of Empowerment for Women Who Have Experienced Violence

Training video (or CD)



This video is intended for those who provide support and assistance to women who have experienced violence and are seeking help from the criminal justice system. Based on the findings of the Measures of Empowerment Research conducted in 2001, the video illustrates the four themes of empowerment through the stories of four women who sought

help to end the violence in their lives. The video can be used by victim service workers, transition house staff, police, Crown counsel, and community counsellors to facilitate discussion about how best to assist and support women in overcoming the violence in their lives.

Price in BC: \$35; Price out-of-province: \$55

Risk Management: We're All in This Together

Video (or CD) with facilitator and participant guides



This 20-minute video with accompanying facilitator and participant guides is designed to raise awareness of risk management principles for caregiving professionals. The video features Red Green from the CBC's New Red Green Show. Red guides participants through a series of humorous scenarios followed by interviews with "real caregivers" who

offer their tips for managing risk. The facilitator guide to a four-hour workshop, or four one-hour workshops, includes lesson plans, content notes, overheads, suggested activities, and a participant guide. The video and materials guide participants through the process of assessing potential risk to their clients in care and developing preventive strategies as well as suggested improvements to their care systems, the physical environment, and staff education, which could lead to a significant decrease in serious incidents. Available on open caption.

Price in BC: \$135; video (or CD) only, \$95

Price out-of-province: \$155; video (or CD) only, \$115

Telling the Untold Stories

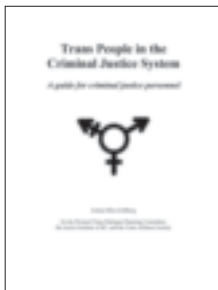
Video (or CD) and facilitator's guide



This 36-minute video builds on the Critical Incident Stress Debriefing video by illustrating the impact of a traumatic event on the workplace and demonstrating the stages of a group debriefing and the effective use of external resources. A non-emergency services worksite is used to show the applicability of these debriefings to a general workplace setting.

Price in BC: \$75; Price out-of-province: \$100

Trans People in the Criminal Justice System: A Guide for Criminal Justice Personnel Manual



This manual provides criminal justice personnel and those who work with them in policing, court services, and corrections with the information necessary to respond appropriately to trans individuals who come into contact with the criminal justice system. Specifically, the manual is designed to provide readers with an understanding of the specific needs and concerns of

trans individuals involved with the criminal justice system; raise awareness of the legal, medical, and social issues that impact the safety and well-being of trans people involved with the criminal justice system; enable police and victim service workers to better support trans victims of crime; present strategies to increase the cooperation of trans individuals who are suspects and offenders; and identify the needs of trans people working in criminal justice facilities.

Price in BC: \$10; Price out-of-province: \$15

To learn more about any of these resources, please contact the Centre for Leadership and Community Learning at 604.528.5632.

To order, please complete the order form on page 72 and mail it, together with your credit card information or a cheque or purchase order for the correct amount, to the address on the order form. You may also e-mail your questions or orders to clcl_pr@jibc.bc.ca. Cheques are payable to the JIBC.

alphabetical course listing

A Continuum of Care: Prevention to Harm Reduction (#AD401) 25

Advanced Approaches to Art Therapy for Counsellors and Therapists (#COUNS112) 21

Advanced Bylaw Enforcement and Investigative Skills Certificate, Level II (#EP210) 53

Advanced Innovative Practices in Clinical Supervision (#EP288) 14

Advanced Motivational Interviewing (#AD204) 26

Another Day, Another Transition: How to Lead Successful Change (#MGMT141) 36

Another Way of Knowing: Using the Healing Power of Imagery and Expressive Therapies to Help Adults Meet the Challenges in Their Lives (#COUNS111) 20

Appreciative Inquiry (#MGMT135) 36

Art Therapy in Early Stages of Addiction Recovery (#AD210) 20

Assessment Practices (#AD403) 25

Biotechnology and Disability: Are the Escalating Concerns Justified? (#SP132) 9

Building Workplace Trust (#MGMT142) 36

Business Communications: It's All About You (#MGMT134) 37

Bylaw Enforcement and Investigative Skills Certificate, Level I (#EP209) 53

Case Planning (#AD404) 25

Clear and Simple: A Course on Writing Memos, Letters, and Reports (#MGMT121) 37

Clinical Supervision: Innovative Practices (#EP278) 14

Coaching for Improved Performance (#MGMT332) 37

Community Voices/Contemporary Issues (#AD407) 26

Compassion and Policy: The Heart and Mind of Drug Policy Reform (#AD408) 26

Concurrent Disorder Planning (#AD410) 25

Conducting a Training Needs Assessment (#ID203) 46

Counselling Skills: The Art of Asking Effective Questions (#EP587) 14

Couple and Family Assessment (#CFT120) 27

Couple and Family Therapy Practice Supervision (#CFT160) 27

Creating Person-Centred Plans with Persons with Developmental Disabilities (#MGMT126) 37

Critical Incident Stress Debriefing (#TS602) 50

Dealing with Self-Mutilative Behaviour In Young People (#CY224) 21

Demobilization and Defusing (#TS601) 50

Development and Delivery of Online Learning (#ID202) 46

Diversity and Trauma (#TS609) 50

Dynamic Visual Aids for Modern Times (#ID102) 47

Effective Team Participation (#TS605) 51

Embodying Personal Truth in a Changing World: The Path of Direct Perception (#EP285) 14

Ethical, Legal, and Professional Issues (#CFT130) 27

Evaluating Training Programs (#ID220) 45

Everything You Ever Wanted to Know About the DSM-IV-TR (#EP204) 18

Expressive Play Therapy Methods Level I (#CY104) 19

Expressive Play Therapy Methods Level II (#CY104A) 19

Expressive Play Therapy Methods with Abused and Neglected Children (#CY104B) 20

Extraordinary Experiential Activities (#ID103) 47

Facilitating Parenting Groups – Essential Skills (#EP586) 15

Facilitating Psycho-educational Groups (#COUNS110) 15

Fetal Alcohol Spectrum Disorder (#AD210) 23

Flawless Facilitation the First Time (#MGMT131) 37

Fostering and Encouraging Client Responsibility

(#EP524) 15

Foundations of Effective Management Certificate Report Project (#FMGMT500) 33

Foundations of Effective Management Part 1: Leading the Way (#FMGMT100) 32

Foundations of Effective Management Part 2: Leading through Effective Conflict and Change (#FMGMT200) 32

Foundations of Effective Management Part 3: The Leader's Role in Effective Employee Relations (#FMGMT301) 33

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certificate program application form

Use this application form for certificate programs. Return to: Justice Institute of BC, 715 McBride Boulevard, New Westminster, BC V3L 5T4
For registration only: phone 604.528.5590; fax 604.528.5653

Deadlines for Application and Registration

We recommend that you apply at least two months before the certificate begins, because:

- It can take up to five working days to process an application.
- Once an applicant is accepted, we recommend registering for classes at least 10 days before the course begins.
- Acceptance into the program does not guarantee seat availability in class. Early course registration is strongly recommended.

☐ I have taken courses at the JIBC before.

Student number:

Personal Education Number:

If you do not know your student or PEN number, please provide:

Your date of birth: / /

Your gender (check as many as apply): ☐ Male ☐ Female ☐ Trans

For our statistics, please provide this information:

☐ I am of Aboriginal heritage

☐ I have a disability(ies) or special needs

To help us better meet your needs, please describe your disability(ies)/special needs: _____

Immigration Status:

☐ Canadian Citizen ☐ Permanent Resident ☐ Student VISA ☐ Other VISA ☐ Non-Canadian Student Studying Outside of Canada

☐ Other (specify): _____

LAST NAME		FIRST NAME	
OCCUPATION OR TITLE		ORGANIZATION	
STREET		CITY	PROVINCE
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Level of Education: ☐ Grade 12 ☐ Diploma ☐ Degree (_____) ☐ Other _____

CHECK THE BOX FOR THE CERTIFICATE YOU'RE APPLYING FOR. If a resume and supporting documentation are required, be sure to include them. Your resume must include employment and education history for at least the past three years.

Certificate Program	Required Documentation
<input type="checkbox"/> Critical Incident Stress Management	
<input type="checkbox"/> Foundations of Effective Management	
<input type="checkbox"/> Instructor Development	
<input type="checkbox"/> Management Development for Community Settings	
<input type="checkbox"/> Substance Use	• Include your resume and a letter of reference

Note: The Bylaw Enforcement and Investigative Skills Certificate does not require an application form.

For this program, simply call the Registration Office at the number above and register.

Please also complete page 2 of the application form

Date Started? _____ Position Title: _____

☐ Cheque or money order. Cheque issued by: _____ (make payable to JIBC)

[illegible]

Name on card: _____ Authorization Number: _____

☐ Acceptance Letter Sent ☐ Added to TP2000 ☐ Application for Certificate Sent ☐ Registration Notified ☐ Library Notified

course registration form

Return to: Justice Institute of B.C., 715 McBride Boulevard, New Westminster, B.C. V3L 5T4
For registration only: phone 604.528.5590; fax 604.528.5653

Registration Deadlines

- Registration is on a first-come, first-served basis. Early registration is recommended.
- While registrations are accepted up to one day before the course starts, we make the decisions to run or cancel the course based on the registration numbers five days before the course. If you want to ensure that you get into the course, we encourage you to register as early as possible.

Fee payment must be submitted with this form.

If more than one student from your agency is registering, please submit a separate registration form for each student.

I have taken the prerequisite(s) for the course(s) I am registering for.

☐ **YES** ☐ **NO**, but I have permission from the instructor ☐ There are no prerequisites.

If you are registering for Child-Centered Play Therapy (#CY104A), please attach a resume.

☐ I have taken courses at the JIBC before.

Student number:

Personal Education Number:

If you do not know your student or PEN number, please provide:

Your date of birth: (MM/DD/YY) / /

Your gender (check as many as apply): ☐ Male ☐ Female ☐ Trans

For our statistics, please provide this information:

☐ I am of Aboriginal heritage.

☐ I have a disability(ies) or special needs

To help us better meet your needs, please describe your disability(ies)/special needs: _____

Immigration Status:

☐ Canadian Citizen ☐ Permanent Resident ☐ Student VISA ☐ Other VISA ☐ Non-Canadian Student Studying Outside of Canada

☐ Other (specify): _____

LAST NAME

FIRST NAME

OCCUPATION OR TITLE

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TOTAL FEE:

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☐ Cheque or money order. Cheque issued by: _____

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Fax: 604.528.5640. For more information, please contact the Centre for Leadership and Community Learning at 604.528.5632 or clcl_pr@jibc.bc.ca.

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<input type="checkbox"/> Charting New Waters: Violence Against Women with Disabilities <input type="checkbox"/> Video <input type="checkbox"/> CD and Facilitator's Guide \$65 (Outside BC \$90) <input type="checkbox"/> Video <input type="checkbox"/> CD only \$50 (Outside BC \$75)		
<input type="checkbox"/> Commercial Sexual Exploitation: Innovative Ideas for Working with Children and Youth <input type="checkbox"/> Manual \$40 (Outside BC \$65)		
<input type="checkbox"/> Critical Incident Stress Debriefing <input type="checkbox"/> Video <input type="checkbox"/> CD and facilitator's guide \$75 (Outside BC \$100)		
<input type="checkbox"/> Facing Diversity: Responding to Violence Against Women from Diverse Cultures <input type="checkbox"/> Video <input type="checkbox"/> CD and Instructor's Guide \$75 (Outside BC \$100) <input type="checkbox"/> Video <input type="checkbox"/> CD and discussion guide only \$50 (Outside BC \$75)		
<input type="checkbox"/> Helping Children Whose Parents Have a Mental Illness: A Toolkit for Counsellors <input type="checkbox"/> Manual \$65 (Outside BC \$90)		
<input type="checkbox"/> In Her Own Time: Measures of Empowerment for Women Who Have Experienced Violence <input type="checkbox"/> Video <input type="checkbox"/> CD \$35 (Outside BC \$55)		
<input type="checkbox"/> Risk Management: We're All in This Together <input type="checkbox"/> Video <input type="checkbox"/> CD and Facilitator & Participant Guides \$135 (Outside BC \$155) <input type="checkbox"/> Video <input type="checkbox"/> CD only \$95 (Outside BC \$115)		
<input type="checkbox"/> Telling the Untold Stories <input type="checkbox"/> Video <input type="checkbox"/> CD and facilitator's guide \$75 (Outside BC \$100)		
<input type="checkbox"/> Trans People in the Criminal Justice System: A Guide for Criminal Justice Personnel <input type="checkbox"/> Manual \$10 (Outside BC \$15)		
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	PST:	
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general information

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Information	604.528.5590
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.....	register@jibc.bc.ca
Registration Services Advisor	604.528.5588
Information on programs, career paths, and services for students with disabilities	
Shelley Rivkin, CLCL Director	604.528.5628, srivkin@jibc.bc.ca
Tesa Dolzanski, Marketing and Research Assistant	604.528.5632, clcl_pr@jibc.bc.ca
Assistant to the Director; information on and ordering of publications and videos	
Marcela Popovici, Team Leader	604.528.5620, mpopovici@jibc.bc.ca
CLCL Reception	604.528.5608 (local calls) 1.888.709.4085 (toll-free – long distance only)
Library	604.528.5599

CLCL program coordinators and assistants

For information regarding course content and prerequisites, please contact Program Coordinators.
For all other inquiries, please contact Program Assistants.

Aboriginal Programs and Services

Aboriginal Leadership Diploma; Specialized training for Aboriginal communities; Services for Aboriginal students.
 Program Coordinator 604.528.5621
 Student Advisor 604.528.5614
 Email: aboriginal@jibc.bc.ca
 Website: www.jibc.bc.ca/aboriginal

Community Safety

Bylaw Enforcement and Investigative Skills Certificate; Critical Incident Stress Certificate; Victim Services Courses
 604.528.5608 or clcl_pr@jibc.bc.ca

Counselling and Capacity Building

Counselling and Capacity Building, Couple and Family Therapy, Substance Use, Creative and Expressive Therapies, Working with Youth, Child Abuse and Trauma, Mental Health and Trauma, Aboriginal Trauma

For contract training information:

Heather Matson, Program Assistant
 604.528.5573, hmatson@jibc.bc.ca

For on-campus course offerings:

Caroline White, Program Coordinator
 604.528.5620, carolinew@jibc.bc.ca

Lucy Jong, Program Assistant

604.528.5875, ljong@jibc.bc.ca

Leadership Programs

Master of Arts in Leadership and Training
 Michelle Tai, Senior Programs Liaison, Royal Roads University
 Toll-free: 1.877.774.7272
 Local: 250.391.2600, loc. 4154
 E-mail: OLL@royalroads.ca

Management, Leadership, and Instructor Development

Foundations of Effective Management, Management Development for Community Settings, Instructor Development

For contract training and on-campus course offerings:

Sandra Rice, Program Coordinator
 604.528.5633, srice@jibc.bc.ca

Nenita Capili, Program Assistant

604.528.5631, ncapili@jibc.bc.ca



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