



Join the growing number of people obtaining their CAFM designation and upgrading their Aboriginal Management skills today. Courses begin February 1, 2010. Register now!

Aboriginal Financial Management Online Courses:

AFM 3 Business Law

- Introduction to the Canadian Legal System
- The Indian Act
- Self Government
- Tort Law and Professional Liability
- Business Law 1: Legal forms of Business and Organization
- Business Law 2: Aboriginal Commercial Law
- Aboriginal Title and Treaties
- Taxation Issues
- Contract Issues I, II and III

AFM 6 Aboriginal History & Developments

- Towards an Understanding of Aboriginal and non-Aboriginal relations
- Pre-Contact – Before 1500
- Contact: The Fur Trade, Explorers and the Military
- Reserves and the Indian Agent: Wards of the State
- Political Renaissance
- The Growth of Aboriginal Political Organizations
- New Developments and New Directions

AFM 4 Strategy & Decisions

- The Role of the Aboriginal Financial Manager
- Decision Making and Problem Solving
- Decision-Making Criteria and Implementation
- Using Business Cases in Decision-Making
- Strategic Management: Formulation
- Strategic Management: Implementation
- Strategic Management: Evaluation
- Accountability

AFM 14 Aboriginal Human & Fiscal issues

- Introduction to Aboriginal Human Resource and Fiscal Issues
- Relationships, Roles and Skills in Aboriginal Financial Management
- Identifying and Developing Financial Opportunities and Strategic Alliances – Part I and II
- Accounting and Reporting Standards for Aboriginal Communities
- Human Resource Management – Part I and II
- Overview of Aboriginal Fiscal Issues: Three Case Studies

AFM 5 Values & Ethics in the Aboriginal Workplace

This course is the first of its kind in the Aboriginal online education. It provides participants with a broad based understanding of maintaining good values and ethics within the Aboriginal workplace. You will also learn the fundamentals of human and resource management and how to develop a code of ethics for your organization.

- Distinguish between ethics, values and morals
- Explore reasons for ethical and unethical behavior in the workplace
- Understand the importance of organizational culture in setting the ethical climate
- What is the connection between leadership, values and ethics
- What does transparency and fairness have to do with ethics



**Native Women's
Association of Canada**

CALLING ALL ABORIGINAL WOMEN

Opportunities for sponsorship available for Aboriginal women in leadership development courses now available! This has been made possible through the Aboriginal Skills Training Strategic Investment Fund commitment to the Native Women's Association of Canada "Building the Spirit" initiative to provide support to Aboriginal women in formal accreditation, designation and certification courses including those offered through AFOA. For more information regarding this sponsorship opportunity please contact AFOA Canada's Education Department: **1-866-722-2362 or www.afoa.ca**

FUNDING PROVIDED BY



Management Certificate Online Courses:

AFOA 1 Community Economic Development

This course was developed to enable financial and other program managers, Chiefs and Councils and community members gain a broader insight into aspects of community economic development.

AFOA 6 Performance Measurement and Reporting in First Nations

This course focuses on learning how to report on performance to community members. It introduces and identifies core principles of performance reporting, draws on case studies and best practices and introduces the Aboriginal Performance Wheel.

AFOA 2 Aboriginal Management Practices 1

This course will examine how to work with others, how to manage change, leadership skills, problemsolving and decision-making skills, meeting management and communications skills, negotiation and many more.

AFOA 7 An Introduction to Comprehensive Community Planning in First Nations

This course focuses on best practices and case studies in Comprehensive Community Planning (CCP) and covers the history and evolution of CCP, current models and insights from First Nations who have completed CCPs.

AFOA 3 Aboriginal Program Management

This course focuses on your role as a program manager. You will examine what project management is vs. program management. Learn to identify partnerships and other potential resources along with learning how to work within your budget and effective document management.

AFOA 8 Developing an Effective Remedial Management Plan in First Nations

This course focuses on the knowledge and techniques needed to develop a Remedial Management Plan for your community and in doing so help to achieve financial stability and accountability.

AFOA 4 Aboriginal Management Practices 2

Building on the skills and knowledge acquired in Management Practices 1, This course looks at understanding the process and structure of your governance, political roles of council and how they relate to strategic planning. You will learn the financial responsibilities of your council along with principles of debt management. You will learn strategies on how to promote advocacy to better your organization and community.

FOR MORE INFORMATION, CONTACT AFOA AT 1-866-722-2362 OR GO TO WWW.AFOA.CA