

PRESENTATION
CERTIFIED INDIGENOUS LEADERS (CIL)
PROGRAM

October 4, 2017

Presented by:

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ABOUT AFOA

- Founded as a not-for-profit association in 1999
- Mission is to support Indigenous people in better managing and governing their communities and organizations
- Offers certification programs and workshops that focus on enhancing finance and management knowledge, skills, and practices.



PROGRAM OVERVIEW

Certified Indigenous Leaders is an In-Person Program

Purpose is to enhance the knowledge, skills and professional development of elected officials to enable them to better perform their functions and build community prosperity and financial wellbeing.

The Program will provide new networking opportunities, new environments for learning and access to best practices for working with First Nations, Inuit and Metis organizations at all levels.

The Program potentially could offer a transfer credit to the Chartered Director (C.Dir.) Program, by the Directors College; a joint venture of The Conference Board of Canada and the DeGroote School of Business at McMaster University.
[TBD]

Competencies

Competency standards describe the knowledge and skills required for a person to operate effectively in the workplace. The Indigenous Leaders' competencies are divided into the following themes.

Setting Vision & Strategy

Leadership

Effective Governance

Decisions, Overseeing Change & Risk Oversight

Values & Ethical Behaviour

Communication, Collaboration & Partnerships

Essentials of Financial Oversight

Legislation, Legal & Regulatory Awareness

CURRICULUM OVERVIEW



- Specifically designed to set high quality competency standards and provide the learning opportunities which will enable Indigenous Leaders working in Indigenous communities to gain the knowledge and skills required to enhance their leadership roles in serving their communities.
- This 8-day Program is delivered in four two-day sessions.
- Participants will be assigned to one Cohort for the Program and will have the opportunity to engage in interactive and participatory sessions with others working in similar environments.
- Should a participant miss a session, it will be possible to attend the session with another Cohort. The curriculum covered is outlined by session.

SESSIONS

SESSION 1 – Governance and Leadership Competencies

- Session 1 covers the following topics.
 - First Nations Governance I
 - Essential Leadership

SESSION 2 – Nation Building and Self-Governance Competencies

- Session 2 covers the following topics.
 - First Nations Governance II
 - First Nations Governance III: Nation Building

SESSION 3 – Strategy and Planning Competencies

- Session 3 covers the following topics.
 - First Nations Governance IV: Strategy (2 days)

SESSION 4 – Fiscal Management Competencies

- Session 4 covers the following topics.
 - Financial Oversight for Indigenous Leaders
 - Introduction to Community Economic Development

GOVERNANCE I

Course Description

This workshop been designed to provide a general overview of Indigenous governance concepts, as well as many practical examples and best practices to assist elected Indigenous leaders and in better understanding the roles and responsibilities of the governing body, administration and community members.

Topics

- Defining Governance
- Role of Chief and Council
- Local First Nations Governance Bodies: Structures and Issues
- The Power of Chief and Council
- Tools for Council: Meeting Management
- Effective Governance Practices



ESSENTIAL LEADERSHIP

Course Description

Effective Leadership explores the Indigenous perspectives of leadership and effective governance as well as the relationship and interdependence that exist between them. Participants will learn about themselves and how to better lead others in providing service and support to the community. The course will also discuss the importance of developing a new generation of leaders, techniques in how to engage the community.

Topics

- Indigenous Perspectives of Leadership
- Differences and Links Between Governance and Leadership
- Core Leadership Skills
- Developing New Leaders
- Include the Community in Governance
- Dispute Resolution



GOVERNANCE II

Course Description

Effective governance is essential to the success of First Nations communities. In this course, tools have been developed that Indigenous Leaders can use in performing their leadership functions. The focus is on the following topics: orientation and transition of newly Indigenous Leaders to ensure a stable transition and good governance; how to develop sound accountability relationships with the community, key external bodies including funders, governments, businesses and other Indigenous organizations; understanding organizational and community issues through a state of the Nation review; the importance of community engagement; the benefits of developing and improving government-to-government relations.

Topics

- Orientation of new Council
- Conducting a State of the Nation Review
- Accountability Relationships
- Community Engagement
- Local, provincial and federal government systems
- External Relations



GOVERNANCE III: NATION BUILDING

Course Description

Provides an effective overview of nation building; self-governance approach and building sustainable, self-determined economies; strong institutions; culture and history; and capacity development. The workshop will introduce you to the best practices used in successful nation building through the fostering of strong institutions, economies, capacity, relationships, and the use of culture and language as an integral part of the operations of Chief and Council, the administration and the community.

Topics

- Defining a Nation Building Approach
- Indigenous Values, Traditions & Cultural Practices
- Indigenous Community Languages & Dialects
- Respect for Traditional Knowledge
- Historical Context including Relevant Treaty Making, Implementation, Self-Government and Land Claim Processes.
- Foster Continuous Learning and Capacity Development at all Levels in the Community



GOVERNANCE IV: STRATEGY

Course Description

Introduces leaders to major approaches to planning at the community level. It provides an overview of the strategic planning process, the importance of creating vision and mission statements, comprehensive community planning, the design and use of needs assessments and links to budgeting and reporting. Leaders will be able to make a distinction between strategic planning and comprehensive community planning and will become familiar with strategies to obtain and manage financial resources to realize a community vision.

Topics

- Introduction to the Strategy
- Roles and Responsibilities
- The Strategic Planning Process
- Community Comprehensive Planning
- Change Management



INTRO TO COMMUNITY ECONOMIC DEVELOPMENT

Course Description

Increasingly, economic development is being recognized as a way for First Nation governments and communities to increase their wealth, citizen employment, community pride, and to build the influence and financial resources needed for other important goals. This course provides an understanding of community economic development; encourages discussion of best practices and lessons learned; and provides information regarding the regulatory and legal changes that many First Nations are using to develop successful and sustainable community economic development strategies.

Topics

- Introduction to Community Economic Development
- Planning, Identifying Opportunities and Initiatives
- Modern Treaties and Economic Development
- Negotiations
- Trusts



DEMYSTIFYING FINANCE I

Course Description

Designed to provide Indigenous leaders with an opportunity to expand their knowledge and understanding of financial information, this course will review their roles and responsibilities, accounting terminology and provide leaders with an in-depth understanding of financial reports and how best to use this information to make better and more informed decisions. Emphasis will be placed on understanding financial information, the processes and requirements of the federal funding contribution process in such a way that they will help elected officials develop effective strategies and make informed decisions.

Topics

- Roles and Responsibilities of First Nations Leadership
- Understanding the Financial Cycle
- Role of Budgets
- Financial Reporting and Accounting Terminology
- Understanding the Audit Process
- The Federal Contribution Process
- Risk Management
- Financial Governance and Decision Making



PROGRAM COSTS

- Non-refundable application fee is required at the time of application.
- This fee is used to cover costs for administration, review and approval of applications.
- The Program fee* includes costs for:
 - Tuition
 - All course materials and morning and afternoon refreshments)
 - Course facilitators and guest speakers
 - Facilities
 - Closing ceremony with certificate

The Program fee will be announced once determined.

Please note that dinner sessions may be provided on the Saturday evening of specified sessions.

SESSION OFFERINGS

Session offerings for different Cohorts will be in different locations and venues across Canada.

The session offerings for Cohort 1 will be held [LOCATION].....

The schedule for the sessions for COHORT 1 are as follows:

Sessions	Dates
Session 1	t.b.d.
Session 2	t.b.d.
Session 3	t.b.d.
Session 4	t.b.d.

APPLICATION REQUIREMENTS

Completion of Application Form

Submission of Current Resume

Submission of Application Fee

Letter of Introduction

CERTIFICATION REQUIREMENTS

To become certified, Program participants must:

1. Successfully complete four In-Person Sessions;
2. Successfully complete the Final Certification Assignment;
3. Sign an agreement to abide by the AFOA standards of Ethical Conduct;
4. Be a member in good standing with AFOA Canada; and
5. Sign an agreement to maintain certification.

INDIGENOUS LEADERS' ADVISORY COMMITTEE

The Indigenous Leaders' Advisory Committee is comprised of the following leaders in First Nations, Inuit and Metis communities and in the fields of Directors' Board certification, financial management, and Aboriginal organizations.

- Former Chief **Sara Mainville**, LL.M., Law, LL.B., Law - Strategic Counsel, Mainville Law Office, Couchiching First Nation, ON
- **Dan Brant**, MPA, CAFM –CAO, Mohawks of the Bay of Quinte, Deseronto, ON
- **Paul Forgues**, MBA – Managing Director at the The Director's College (The Conference Board of Canada), Ottawa, ON
- **Terry Goodtrack** – MPA, B.Admin., CPA, CGA, CAFM, CAPA - President & CEO, AFOA Canada, Ottawa, ON

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CONTACT INFORMATION

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