



INDIGENOUS FACILITATORS
BUILDING CAPACITY

#### VISION

Indigenous Professionals...
Building Leadership Capacity for Tomorrow...Today.

# MISSION

By actively promoting good governance...
By Identifying needed training, and by
Providing Unique Education and Capacity
Building opportunities... We prepare
Indigenous people for the challenges of
The 21<sup>st</sup> century.



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# FACILITATOR BIOGRAPHIES



Andrew Carrier BA, RPT, CHRP is a Registered Professional Trainer and Certified Human Resource Practitioner. Andrew started with the Government of Manitoba in 1987 and is currently a Human Resource Consultant serving Manitoba Health, Seniors and Active Living. Andrew has over 30 years of volunteer experience within the Métis, First Nation, persons with Disability, and non-profit organizations such as the Indigenous Leadership Development Institute, Manitoba Metis Federation, The Truth and Reconciliation – Governing Circle, Indian and Metis Friendship Centre of Winnipeg, and Canadian Paraplegic Association. Andrew is Chairperson and Board member of the Indigenous Leadership Development Institute since 2000, Minister of Michif Languages and elected Metis representative for the Manitoba Metis Federation since 2000, Presented at the United Nations on the history, Metis Culture and current challenges facing the Metis in Manitoba in 2009, Official spokesperson to French Canada on the Manitoba Metis Federation's Supreme Court of Canada's decision on the Metis Land Claims of 1867 in March 2013, and Master of Ceremony at the World Indigenous Business Forum in Namibia, Africa in 2012.



Rhonda Kirkness is a member of Fisher River Cree Nation in Manitoba. In 2005 she graduated from the University of Manitoba with a Bachelor of Arts degree, she completed the Volunteer Management Level 1 at Red River College, and in 2014 she successfully completed the Human Resource Management Diploma and Management Certificate through the University of Winnipeg. In 2009 Rhonda attained the Registered Professional Trainer (Certified Facilitator) designation and has facilitated executive training sessions to organizations throughout Manitoba, Saskatchewan and Ontario with the Indigenous Leadership Development Institute. In 2009 Rhonda was recognized as a woman leader by her home community and was selected to participate in the Aboriginal Woman Leaders of Manitoba program where twenty Indigenous women leaders were selected from Manitoba First Nations. In 2014 Rhonda received the Registered Professional Recruiter designation from the Institute of Professional Management and in 2015 Rhonda completed the Train the Trainer course for a (GHS) Globally Harmonized System - WHMIS 2015 through Safety Services Manitoba. Rhonda is an honored alumnus of Empowering Indigenous Youth in Governance and Leadership (EIYGL); in 2010 she was the recipient of the Norman Taylor Memorial Aboriginal Financial Management Scholarship award.

Carol Anne Hilton, MBA is the CEO of Transformation International an award winning Social and Economic development company. Carol Anne holds a Master's Degree in Business Management (MBA) from the University of Hertfordshire, England. Carol Anne is from the Nuu chah. nulth Nation on Vancouver Island. Carol Anne is authoring 'Indigenomics' - a Global Power Shift' and has been an instructor at Camosun Business School Leadership Program, Simon Fraser University's Community Economic Development Program, University of Winnipeg's Masters in Community Planning Program and Banff Center Indigenous Business Program. Transformation has been recognized with a BC Aboriginal Outstanding Business Achievement Award, a Creating Wealth Award from the National Indigenous Council of Elders, and Business of the Year Award from the Nuu chah nulth Economic Development Corporation. Carol Anne serves as Director on the Vancouver Island Investment Fund, the World Fisheries Trust, the Victoria Community Micro Lending Society, Community Social Planning Council.



Jim Compton's long and illustrious career is filled with a myriad of experience in the Public Relations field, Documentaries, Feature Film productions, television series and feature length entertainment specials. His list of productions spans three decades. "All speak to the indomitable spirit of the people...their struggle...their faith in the future!" His documentaries are award winning and the series are, as always, inspirational. With his "Media Training Workshop" he offers his extensive expertise to the world of Media Relations. As an award winning CBC reporter and as a chief Public Relations officer with the Royal Commission On Aboriginal People he brings experience to the fore from both sides of the ledger.



Allen Sutherland is an Anishinaabek member of Skownan First Nation (Treaty 2 Territory). Allen has had the opportunity of working within Indigenous, Federal and provincial Governments, including grassroots community work for over 25 years. He provides facilitation and training under his company of WHITE SPOTTED HORSE, where he is a sought-after resources person on the history and cultures of the Indigenous Nations of Canada. Allen is a Registered Professional Trainer (RPT) certified through the Institute of Professional Management; a member of the Speakers Bureau of the Treaty Relations Commission of Manitoba; employed as Treaty Project Officer of Parks Canada, Lower Fort Garry National Historic Site.



Kaya Wheeler was born and raised in Winnipeg, Manitoba and am a member of the Sagkeeng Frist Nation. My family comes from both Sagkeeng First Nation and George Gordon First Nation. In 2012 I graduated from the University of Winnipeg with a Bachelor's Degree in Indigenous Studies. Since graduating I have worked within the Indigenous community in Winnipeg, mostly in the area of youth homelessness. Recently I have had the opportunity to travel to places like Namibia, Africa and Scotland, United Kingdom, and am looking forward new adventures and experiences.





Melissa Hotain, with a background in environmental studies and land management, spent ten years working in policy analysis for the Assembly of Manitoba Chiefs (AMC) on First Nations environmental and legislation issues. She was responsible for research, planning, policy analysis and strategic development related to the environment and First Nation matters, and participated in various regional, national and international committees dealing with land, water and environmental issues. She is currently an independent contractor, working on a variety of issues including, research, policy analysis, facilitation and liaison services, proposal development, project management, and strategic planning when developing sustainable environmental plans. In these, she works to revitalize and apply traditional knowledge based on the Dakota Seven Generations concept—the philosophy of assessing actions and decisions based on the health and well-being of our future generations. She was recently appointed by Canada to the new Roster of Experts on Traditional Ecological Knowledge, Commission for Environmental Cooperation (Canada, Mexico, and United States).



Jonathan Fleury is a member of Skownan First Nation. He is currently completing his Business Analyst and Project Management Professional designations at the University of Winnipeg, where he completed Information and Communication Technology (ICT), and he is a Certified Professional Trainer with the Institute of Professional Management. He is the Manitoba First Nations Technology Council Project Manager with First Nations Health and Social Secretariat of Manitoba, Assembly of Manitoba Chiefs; he is overseeing the study and eventual build a Manitoba First Nations fiber optic network that will connect Manitoba First Nations with industrial grade high speed internet. He has been Manager, Project Development with the Indigenous Leadership Development Institute Inc. with involvement in projects like; World Indigenous Business Forum (WIBF), Empowering Indigenous Youth in Governance and Leadership (EIYGL), Executive Training, and Information Technology programs. His experience in office protocol, multimedia technology, world issues, has garnered him a reputation of excellence among peers. He volunteers for various community based organizations such as; Siloam Mission, Rainbow Resource Centre and other organizations and events.



Pawatsqwachitl Haiyupis is a member of the Ahousaht First Nation on the West Coast of Vancouver Island. Pawa facilitates large and small group conversations. For over 10 years Pawa has worked with Indigenous nations across Canada. Based on the collective wisdom of the youth along with the advice and guidance of Elders, Pawa develops and implements programs that connect youth and communities to language, ceremony, children, healthy families, and a respectful relationship with all of creation in our territories. She is an Art of Hosting steward, mentor, apprentice and slam poet.

Leona McIntyre grew up in a small Métis farming and fishing community of Kinosota and currently lives in Carberry, MB. She has a BA from Brandon University with a Major in Native Studies. She has extensive experience in community development and facilitated many workshops with First Nation, Métis, and non-Aboriginal groups. She's designed, developed, and facilitated Aboriginal Cultural workshops for Manitoba Hydro, Dauphin Race Relations Committee, Brandon Police Services and Addictions Foundation of Manitoba, just to name a few. She's worked as the Regional Coordinator Aboriginal Health with the Assiniboine Regional Health Authority; Executive Director with the Council of Indigenous Elders; and Instructor at Assiniboine Community College with the Aboriginal Community Development Program. She's been a volunteer in her community and has been the Chairperson for the Westman Local of the SW Region Manitoba Métis Federation for over ten years; a national award winning photographer, an artist and craftsperson with much of her artwork and crafts in China, Sweden, Germany Australia, England and Canada, and is a published author in the Anthology: Who Put Custer's Bloomers on the Pony?



Susan Swan, from Lake Manitoba First Nation was the first Aboriginal female police officer to be employed with the Winnipeg Police Service graduating from the Police Academy in 1987. At the time of her retirement in 2012, Susan had achieved the rank of Sergeant and was responsible for supervising a platoon in one of the most highprofile districts in the city of Winnipeg. Susan was part of the National Aboriginal Justice Learning Network Committee which was a tool designed to provide advice to the Deputy Minister of Justice. She also participated in Ministerial round table discussions for children at risk and gang strategy. Susan developed and delivered a gang prevention program designed for First Nation Youth throughout their respective communities. As well she delivered an urban street-proofing workshop for First Nation youth relocating to Winnipeg to continue their studies. A much sought after motivational speaker Susan has vast experience in delivering professional presentations. Susan has received the YMCA-YWCA Women of Distinction Award for Community Volunteerism, Gemini Award for Man-a Live Documentary ``The Red Road``, Aboriginal Ganootamaage Justice Service Award Recipient, Manitoba First Nations Award Recipient, Susan is also a published author in the book, "First Lady Nation - Volume II - Stories by Aboriginal Women".



Carla Cochrane is Ojibway and Cree from Fisher River Cree Nation with roots in Sagkeeng First Nation. Her main area of focus is on Youth Health and Wellness and takes on different roles as an event coordinator, community coach, workshop facilitator, youth counselor, and public speaker. Carla has dedicated her time on working to the betterment of First Nations Youth. She is determined to create positive change in their lives by encouraging them to follow their dreams, all the while leading by example.





Patrick Wood, born in Thompson Manitoba is a member of the Pimicikamak Cree Nation located in Northern Manitoba. Patrick started in a technical career path and later decided to pursue other career goals working with children in his community as a Para-professional in the high school he graduated from. He has and continues to work with the Youth Peacebuilding Project in Winnipeg as a Youth Dialogue Workshop Facilitator exploring the relationships and dynamics existing within and between different identity groups. His passion to help others also allowed him to do internship work with the Hamilton AIDS Network in Hamilton, Ont. and abroad in New Delhi India for 6 months working for the Ministry of Social Justice and Empowerment, Government of India under the National Institute of Social Defense. Patrick is a strong believer of Volunteerism, he has Volunteered with many organizations including: the Indigenous Leadership Development Institute Inc.'s EIYGL, Truth & Reconciliation Commission of Canada, Treaty Relations Commission of Manitoba, Juvenile Diabetes Research Foundation, the Youth Peacebuilding Project's Peace Gathering just to name a few. Currently, he's a Family Enhancement Worker with Nikan Awasisak Agency in Cross Lake, Manitoba.



**Ken Whitecloud**, from Sioux Valley Dakota First Nation and former Chief (1996 – 2008) has over 20 years of experience relative to negotiations, political and legal areas which affect First Nations. Ken lobbied First Nations communities in an effort to gain a collaborative approach relevant to directives set out in Assembly of Manitoba Chiefs resolutions, lobbied government officials to advance the political rights in relation to jurisdictions, self-government, treaty and Aboriginal rights, human rights, consultation rights, fiscal relations, taxation and other policy implications. Ken was Political Advisor with the Assembly of Manitoba Chiefs for four years; Director of health Services with Dakota Ojibway Tribal Council, Sioux Valley Dakota First Nation Band Councillor, and Director of Culture and Recreation with Dakota Ojibway Tribal Council. Ken attained a Bachelor of Arts Degree and Business of Enterprises and Self Governing Systems of First Nations at the University of Lethbridge.



Roxanne Shuttleworth of the Metis Nation, is a professional individual with experience in curriculum writing, facilitation and speaking, management and administration. With a background secondary and post-secondary education, profit and non-profit organizations, committees and boards, she has had many opportunities to work with the public and private sectors, in both the Aboriginal and non-Aboriginal community. Roxanne's experience in visioning, strategic planning, goal setting, and project management with various organizations, and individuals will bring you years of experience and expertise in Leadership Development. Roxanne has extensive experience in planning, writing and developing training and curriculum for groups and organizations. She is a Traditional person, gifted with items sacred to her community and she participates and conducts ceremony on a regular basis.

Ron Linklater has been employed with the Addictions Foundation of Manitoba since 1996. As a Prevention Education Consultant, his job entails a wide range of duties from training and skills development for people in the helping field to networking with other addiction service providers in meeting the needs of clients that are impacted by alcohol, drugs and problem gambling. From 1991 to 1996, Ron worked in Ottawa, ON as the NNDAP (National Native Alcohol Drug Program) Regional Consultant; prior to that he worked in Thunder Bay, ON as an alcohol and drug counsellor and later a coordinator for a young adult treatment program. In total, Ron has over thirty years of experience working in the addictions field. Ron's formal education includes a Bachelor of Arts degree from Lakehead University and a Certificate in Native Counselling from Confederation College in Thunder Bay, ON.



Amber Sumner is a member of Pinaymootang First Nation, Manitoba. She attended the University of Winnipeg and Red River College attaining degrees in Aboriginal Governance and Business Administration. Amber is an honoured Alumnus of Empowering Indigenous Youth in Governance and Leadership (EIYGL), a charitable organization that builds leadership capacity and professional development among Indigenous youth across Canada. Amber is a professional facilitator with the Indigenous Leadership Development Institute on topics of First Nation Governance and Essential Skills. Amber is employed with the Indigenous Leadership Development Institute, Inc. as Project Coordinator, assists with project retention and support for programs, and is involved with the development, coordination, implementation, and liaison for the Indigenous Carpentry Program.



Melanie Dean is a member of Mathias Colomb Cree Nation. She's currently Director, Executive Training with the Indigenous Leadership Development Institute and Executive Director with Empowering Indigenous Youth in Governance and Leadership, a registered charity that is Indigenous and youth led that provides important ingredients that builds effective leaders through meaningful skill development. She attained a BA at the University of Winnipeg and has worked in various Federal Government departments; she was a Child Care worker with Little Red Spirit's Head Start program; a Powwow instructor with the Rising Sun Powwow Club, Cultural Coordinator with Seven Oaks School Division's Keeping Balance after school program. Melanie is an active volunteer and mentor in the community and currently serves as Board Chair with the Urban Indigenous Theatre Company and Board Director with Winnipeg Arts Council.



# **ILDI EXECUTIVE TRAINING**

Committed to deliver first-class training that is cost efficient and delivered right in your community, organization, or in one of ILDI's training rooms. Facilitators are Indigenous experts from progressive and professional backgrounds and are Certified by the Professional Trainer Accreditation Program of the Institute of Professional Management.

Training is customized through a pre-planning process to make content relevant and ensures all needs are met, and objectives are achieved.

#### LEADERSHIP AND GOVERNANCE

#### **Governance Requisites for Leaders**

Identify prevailing best practices among Indigenous leaders and communities with respect to development and implementation of policy, by-laws, accountability, transparency, authority and responsibility.

- Clarification of the Roles and Responsibilities of Chief, Council, Directors, Managers, Coordinators, and Administration
- Governance vs. Management Decisions
- · Board Management Best Practices

#### **Board Training and Board Management**

Understand what Board Governance means and the demands and legal expectations. Policy development for effective governance will be discussed. Each participant will receive a Board Roles and Responsibilities Manual as a reference to assist in the professional continuity of the board.

- Clearly understand roles and responsibilities of the Chair and Board
- Strategic Board Governance and reporting to stakeholders/shareholders
- Create positive group dynamics, promote the sharing of information and ideas

### Law Making: Process and Planning

Learn to develop a law making process and prepare a draft law-making plan. By-law development, ratification, and implementation will be discussed. Understand the negotiation process phase for multi-party multi-use disputes, dispute resolution and premises for mediation.

- Law Making Jurisdiction
- Taking Control of First Nations Governance
- Reconciling tensions between current and traditional practices

#### **How Government Works**

This session explores the inner-workings of government and the relationship to Indigenous politics, an overview of how Federal Government works including departments, central agencies, processes, federal/provincial relations, politics and the bureaucracy.

- Getting key issues for Indigenous people on the main agenda;
- Who are the key players in the political process;
- Influencing governments: Majorities and Minorities.

#### Administration

Enhance the admin process of your organization; learn to implement policies, procedures, and protocols and the direction they can provide to your organization. Identify the roles and responsibilities; fulfill the Mission Statement and Vision; Acquire skills in communication and maintaining a professional atmosphere.

- Challenges for today's administration
- · Record Keeping and Meeting minutes: structure, drive action, legal protection
- Essential Communication Skills

#### **ECONOMIC DEVELOPMENT**

## **Indigenous Business and Investment**

Designed to provide current best practices on a corporate level of how Indigenous communities acquired the capacity to do business in Canada successfully. This session identifies the capacity needs of any initiative and implementation strategies to address gaps.

- Examine how communities escape from third-party management
- Business Development Investments
- What works and what doesn't work

## Nation Building: Leadership Governance & Economic Policy – The Harvard Project on Economic Development

Facilitated by Dr. Manley Begay Jr., this two-day session shares information that will enhance the capacity of Nations to determine their own futures, to exercise self-governing powers effectively and build sustainable communities.

- Where Are You Going? Why Strategic Decision-Making Matters
- Responding to Crisis and Organizing Nation-Owned Enterprise
- · Making First Nation Economies Work

#### COMMUNICATION

#### Writing Proposals, Grants and Professional Communication

Identify key components of a successful proposal and grant; develop writing strategies by establishing a process to guide the content and contain characteristics for approval; practice writing in a workshop environment; learn to communicate professionally and how to prevent common writing mistakes.

- Establishing a relationship with a funder
- Create and explore the Project Title, Issue, Need, Summary, Objectives, Deliverables, and **Partners**
- · Developing Workplan and Timelines

#### Managing the Media

Learn to deal with the media assertively and strategically. Practical exercises on camera will be provided to participants with the opportunity to experience the emotional demands involved in facing the media. Participants will learn to establish and maintain balance in media relations.

- What's news? How and when to prepare a powerful press release and/or press conference
- How to talk to reporters and answering tough questions
- Dealing with damage and crisis control

#### **MANAGEMENT**

#### **Project Management**

To provide tools, techniques, and practical skills for initiating, planning, tracking, controlling and evaluating any kind or size of project. This is a highly interactive workshop where participants will work on live projects and focus on technical/people aspects of successful project management.

- Introduction to the field of Project Management
- Understanding the project life cycle and the role & responsibility of a Project Manager
- Determining why projects fail, performing a risk analysis

#### Financial Management and Audit Preparation

Identify best practices, strengthen financial management, increase financial accountability, and develop efficient reporting methods. Review expenditures and profit & loss statements. Understand financial policies, procedures and best practices (travel, contracting, asset management, etc.), liabilities.

- Review of financial systems, accounting software, and understanding financial statements
- Accounting Records, Internal Controls and Tools for Controls, and Financial Monitoring
- Roles and Responsibilities, debt reduction plans and best practices

#### **Human Resource Management**

Maximize productivity by optimizing the effectiveness of employees; provide insight into policies and how they can provide strong direction within their organization; examine training and development as a human resource investment; understand responsibilities and liabilities regarding legislation.

- Review, revise, update, and ratify policy and guidelines
- Development of a Human Resources manual
- Staffing, compensation & benefits, administration, training and development

# Team Building and Staff Development

Review basic principles of professional communication, conflict resolution, team building, visioning, and policy development. Participants will engage in leadership activities and practices with discussion, brainstorming and team building exercises.

- Roles and Responsibilities of Chief/Council, Directors, Managers, Coordinators, all staff
- How to ensure a positive work environment: Personal Empowerment and approach
- Creating Respectful Spaces through effective communication, active listening, and networking

#### Indigenous Life Skills Coach Training

For those that facilitate, mentor, and train at all levels. A leadership focused and culturally relevant workshop that delivers facilitator training for effective communication that moves everyone forward toward common goals and success. Coaching that identifies the benefits you offer as a life skills coach.

- Effective leadership with one on one mentorship and group mentorship dynamics.
- Identify modes of empowerment rather than dependency
- · Discuss challenging scenarios: transitioning, conflict resolution, the art of being proactive

## Train the Trainer - Facilitator Training

Learn how to work with groups in a more interactive and engaging way that nurtures collective intelligence, shared learning, and effective action. Learn through meaningful skill development from basic to advanced facilitation skills. A "train the trainer" process that provides tools needed to create a space for something new to emerge.

- · Lead conversations that will result in clear thinking, intelligent solutions and groups coherence
- · Participants will receive a Facilitator's Guide Book as a tool to assist with training in the workplace
- · Empowering, motivating, and managing conflict in group activities

# E-LEARNING: CANADIAN INDIGENOUS CULTURE TRAINING - TRUTH AND RECONCILIATION EDITION

#### **CULTURALAWARENESS.CA**

Invest in your employees, your organization, and enhance your strategic positioning within your market place. A program designed specifically for non-Indigenous people who work or interact with Indigenous people. Prepare a welcoming workplace by viewing Canadian History from an Indigenous perspective.

- Online at your own pace and convenience, courses do not expire
- Easy to use and incorporates audio, video and Flash interactive exercises
- Each module only takes 30-45 minutes to complete

#### **Indigenous Cultural Awareness**

Explore an introduction to Indigenous worldview, traditional cultural values, and traditional concepts with focus on reconciliation that nurtures unity in diversity. Participants will identify the three Indigenous peoples of Canada and how they identify themselves and how they are identified by others.

- Be introduced to special guest speakers from the Indigenous leadership community
- · Knowledge on current cultural trends impacting Indigenous people in contrast to historical impacts
- Team building exercises: Participants will engage one another and discuss tools for success

#### STRATEGY AND NEGOTIATION

#### **Negotiation**

An overview of the negotiation process including the phases for multi-party/multi issue disputes, for example: preparation, commitment, process design, substantive negotiations and monitoring and implementation. The focus will be on the importance of communication, review of the basic principles of interest-based negotiations versus positional bargaining and negotiation techniques.

- · Preparation Information is power Setting Goals
- Negotiation Strategies: Interest based Win-Win Bargaining; Positional
- BATNA Guidelines: When to Walk, When to Sign

#### Strategic Planning

Provides advanced skills and knowledge in fields such as Social, Health, Education, Environment, Lands and Resources, Economic Development, Culture, etc. ILDI will identify and practice an appropriate model for guiding each strategic planning process based on initial discussions and approval.

- Review in advance the organizational structure, procedures, and strategic plan
- · Long to mid-term strategic plan is developed with priorities identified.
- A strategic plan is developed that identifies resources and tools to make efficient and sustainable

# **Community Development**

Comprehensive training that identify prevailing best practices among Indigenous leaders with respect to policy development, implementation, research, and analysis. Work to draft policy in accordance with work plans, strategies, and to gather recommendations for development.

- Decision-making, community consultation, appeal mechanisms, dispute resolution
- Community Engagement: Keeping the community informed of decisions and changes
- Tools for communicating with community membership.

#### **Workplace Conflict Resolution**

Review basic principles of mediation and conflict Resolution. Acquire skills to improve and enhance the ability to mediate and cope effectively in intimidating situations using an empowerment approach. Examine the roots of lateral violence in a historical context and understand how it impacts community.

- Establishing relationships Building a Foundation
- Effective strategies for defusing aggressive behavior
- Creating Respectful Spaces Effective Communication Active Listening

# **TESTIMONIALS**

"The Indigenous Leadership Development Institute, Inc. has provided opportunity for Indigenous communities and organizations to build leadership capacity and create formidable partnerships with corporations that are mutually beneficial to our communities across the globe".

PHIL FONTAINE
Former National Chief of the Assembly of First Nations

"The Indigenous Leadership Development Institute (ILDI) has long been an organization that has brought significant capacity building opportunities to the First Nations of Manitoba. We at the Assembly of Manitoba Chiefs have, over the years, had an excellent working relationship with ILDI producing important benefits to community economic development initiatives, local governance and program management. I am pleased to offer my full support of ILDI, and know that their efforts will continue to strengthen our First Nation communities."

CHIEF RON EVANS
Former Grand Chief of the Assembly of Manitoba Chiefs
and current Chief of Norway House Cree Nation

"The Leadership Development Institute has been beneficial to me and my role as Chief, the institute has provided me with the tools I require going forward. ILDI has a very bright future as they not only provide the right tools to their clients they build capacity by bringing those successors back. So proud to say I am one of those successors".

CHIEF SHIRLEY NEEPIN Fox Lake Cree Nation





CUSTOMIZED TRAINING

**AVAILABLE NOW!** 



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