



AFOA CANADA

Building a Community of Professionals

CERTIFIED INDIGENOUS LEADERS (CIL) IN-PERSON PROGRAM

PROGRAM OVERVIEW

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 and Indigenous 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 DeGroot School of Business at McMaster University. [TBD]

Session 1 – Governance & Leadership

- First Nations Governance I
- Essential Leadership

Session 3 – Strategy & Planning

- First Nations Governance IV (2 days)

Session 2 – Nation Building & Self-Governance

- First Nations Governance II
- First Nations Governance III: Nation Building

Session 4 – Fiscal Management

- Financial Oversight for Elected Leaders
- Introduction to Community Economic Development

CIL Cohort 2

Location	Winnipeg, MB
Session 1	October 26 to 27, 2019
Session 2	December 1 to 2, 2019
Session 3	January 25 to 26, 2020
Session 4	April 4 to 5, 2020



CERTIFICATION REQUIREMENTS

To be eligible for the CIL In-Person Program, applicants should demonstrate that they have the following experience.

Leadership Experience: Preference is given to CIL applicants who currently are Chief, Councillors, and Community Leaders. Consideration is also given to applicants who demonstrate an ability to lead, innovate, and inspire success at the highest levels of professionalism.

Note: *Aspiring Leaders can complete the program in its' entirety. However, the CIL designation will only be granted to Aspiring Leaders who have met all of the requirements of the CIL In-Person Program. They must have a minimum of 2 years' experience working in a leadership role in an Indigenous organization or community before the designation can be granted.*

Indigenous Experience: Applicants should also demonstrate experience of successfully working in Indigenous organizations.

To become a CIL, Program participants must:

- Successfully complete four In-Person Sessions;
- Successfully pass the CIL Certification Examination;
- Be a member in good standing with AFOA Canada;
- Sign an agreement to abide by the AFOA standards of Ethical Conduct;

APPLICANT REQUIREMENTS

Applicants are required to submit a completed application to AFOA Canada as early as possible.

A complete application includes the following.

- Completed and signed CIL In-Person Program Application Form
- Submission of an updated Resume
- Sign the agreement to abide by the AFOA standards of Ethical Conduct and to maintain certification;
- Submission of Application Fee
- Submission of a Letter of Introduction (see below)

Letter of Introduction: In the letter, applicants are given the opportunity to highlight the experiences they have working in senior management positions and Indigenous organizations. They are also asked to respond to the following questions.

- (a) Why are you interested in the CIL In-Person Program?
- (b) What you hope to get out of the Program.
- (c) What you bring to the Program to add to the learning experiences of others.



CERTIFIED INDIGENOUS LEADERS (CIL) IN-PERSON PROGRAM APPLICATION FORM

Course Code	Location	Program Start Date
CIL Cohort 2	Winnipeg, MB	October 26, 2019

APPLICANT INFORMATION

Mr Ms Mrs Dr Designation (i.e CAFM, CAPA, CPA, PhD, etc): _____

Last Name: _____ First Name: _____ Middle Initial: _____

Current Title/Position: _____

Organization: _____

Type of Organization:

- | | | |
|---|--|---|
| <input type="checkbox"/> First Nation Band Council | <input type="checkbox"/> Inuit Organization | <input type="checkbox"/> Métis Organization |
| <input type="checkbox"/> First Nation Band Administration | <input type="checkbox"/> Provincial/Territorial Government | <input type="checkbox"/> Federal Government |
| <input type="checkbox"/> Indigenous Organization | <input type="checkbox"/> Non-Indigenous Organization | <input type="checkbox"/> Other |

ADDRESS OF ORGANIZATION

Street Address: _____ Suite Number: _____

City/Town: _____ Province/Territory: _____ Postal Code: _____

Telephone: () _____ Fax: () _____ Website: _____

Email: _____

HOME ADDRESS

Street Address: _____ Apartment Number: _____

City/Town: _____ Province/Territory: _____ Postal Code: _____

Telephone: () _____ Fax: () _____ Mobile (Cell): () _____

Email: _____

MEMBERSHIP INFORMATION

AFOA Canada Member: Yes No Member ID: _____ Member Since: _____

Preferred Contact Address: Home Organization

Preferred E-Mail Address: Home Organization

OPTIONAL INFORMATION

Are you: First Nations Métis Inuit Non-Indigenous Undisclosed



AGREEMENT TO ABIDE BY THE

AFOA STANDARDS OF ETHICAL CONDUCT

AND

MAINTENANCE OF CERTIFICATION POLICY

I have reviewed and I adhere to the AFOA Standards of Ethical Conduct.

I understand that once certified, CILs pay an additional fee as part of their annual membership renewal. This fee supports the cost of CIL professional development opportunities, the certification and enhancements of the CIL designation.

I have reviewed and I adhere to AFOA's Maintenance of Certification Policy.

I understand that, as a CIL, I must report at least 20 Maintenance of Certification (MOC) hours, on an annual basis, to maintain my certification by participating in selected professional development and/or volunteer activities.

Name: _____

Signature: _____

Date: _____



APPLICATION FEE

Member Application fee \$500.00
Non-Member Application fee \$575.00

The Application Fee is non-refundable. **(Required with the submission of this Application)**. If you do not meet the entrance requirements into the program, AFOA Canada will refund your application fee less a \$100 administrative charge.

NOTE: If you are claiming GST/HST, please attach proof of exemption at time of application.

INDICATE METHOD OF PAYMENT OF APPLICATION FEE

Cheque enclosed (Payable to AFOA Canada) NSF cheques will be subject to a \$37.50 fee.

Credit Card (Complete the following.)

VISA MasterCard American Express

Credit Card Number: _____ Expiry: ____ / ____ (mm/yy)

Cardholder Name: _____ Authorization Amount \$ _____

Cardholder Signature: _____

Fax this form to (613) 722-3467 and mail a copy with your payment to:

AFOA Canada
1066 Somerset Street West, Suite 301
Ottawa, ON K1Y 4T3
www.foa.ca

Please direct any questions to AFOA Canada by telephone 1-866-722-2362 or 613-722-5543
or by email info@foa.ca

DECLARATION

I hereby certify that all statements on the application and any support materials provided are true, correct and complete and all material information has been disclosed. I understand that my admission to or registration in the Program may be revoked after notice in writing is provided should information be found to the contrary.

CONSENT

With admission to the CIL Program, the applicant grants permission to AFOA Canada to use his/her name, biographical information and photographs in any and all AFOA publications, public relations activities such as brochures, websites, newspapers, reports, and others without payment or any other consideration.

SIGNATURE

Your signature is required as authorization of registration. Please sign and date below.

Applicant's Signature: _____ Date: _____



PROGRAM FEES

Program fees include costs for: tuition, all session materials, administration, review and approval of applications, session refreshments, session facilitators, guest speakers, closing ceremony and certificates. **Breakfast and lunch are not provided.**

Once you have been accepted into the program, the following Tuition fees are applicable.

Cost of Program (Tuition)

Member rate	4 sessions x \$1,500 per session plus applicable taxes
Non-member rate	4 sessions x \$1,750 per session plus applicable taxes

Tuition Payment:

Once accepted into the Program, a Payment Authorization Form will be emailed to you. You have two payment options.

Option 1: One-time payment of \$6,000 for members, or \$7,000 for non-members, for all 4 sessions due by October 26, 2019.

Option 2: Session 1 & 2 payment due by October 26, 2019
Session 3 payment due by November 23, 2019
Session 4 payment due by January 17, 2020

NOTE: Once applicants are accepted into the Program and accept admission into the Program, **Applicants are liable for the full tuition (cost of the Program).**

Cancellation Policy of Tuition:

- Cancellations are to be received in writing by AFOA Canada by Fax (613-722-3467) or email info@afao.ca.
- Cancellations will be accepted without penalty no later than 20 days (4 weeks) prior to the start date of the first CAPA Cohort Session and a full refund for tuition will be provided.
- For cancellations accepted no later than 10 days (2 weeks) prior to the start date of the first CAPA Cohort Session, a full credit on account will be issued and applied to another CAPA Cohort offering within one calendar year.
- For cancellations received less than 9 days prior to the start date of the first CAPA Cohort Session, no refunds will be provided.
- Should AFOA Canada need to cancel or postpone a session offering, applicants will be issued a full refund and be provided with a credit on account to be applied to another offering within one calendar year.



IMPORTANT INFORMATION

Certification Examination

Indigenous leaders will prepare an oral, written or video presentation on their vision for their community seven generations into the future. The concept of making decisions today with seven generations in the future is familiar to Indigenous Peoples. This is particularly important today as Indigenous Peoples are going through a period of decolonization from the past and families want to break free of the disfunctions of the past by building a world based on traditional values and culture.

The presentation can take any form the leader selects and approved by CIL. The following offer guidance in development of individual presentations:

- The focus can be based on governance, leadership, institutions (education, health, etc.) and culture.
- Presentations context can be based on history, culture, language, values, etc.
- The focus will be on how the leader sees their community in seven generation and how the community will get there by focusing on priority areas and strengths.
- Leaders may want to begin thinking about their presentation early on in the program and develop and complete their presentation for the fourth session.

IMPORTANT DATES

Please mark these dates in your calendar

	Session Dates	Payment due date
Session 1	Oct 26 to Oct 27, 2019	by October 25, 2019
Session 2	Nov 30 to Dec 1, 2019	by October 25, 2019
Session 3	Jan 24 to Jan 25, 2020	by November 23, 2019
Session 4	Apr 3 to Apr 4, 2020	by January 17, 2020
		Certification Exam
		4-Apr-20

If you have any additional questions, please contact AFOA Canada at (613) 722-5543 or by email at info@afoa.ca.