

CONTINUING EDUCATION CALENDAR

the courses that fit *naturally*



september - december 2008 | selkirk.ca



SELKIRK COLLEGE — PROVIDING EASY ACCESS TO POST SECONDARY EDUCATION THROUGHOUT THE WEST KOOTENAY & BOUNDARY REGION.

While you may be aware that Selkirk College serves the West Kootenay and Boundary region, you may not be aware how important access to post secondary education is to us as individuals and to our communities:

- **EDUCATION IS AN EXCELLENT INVESTMENT** – every \$1 invested by students in a Selkirk education returns \$4.70 in higher earnings over their working careers; every \$1 of provincial tax money invested in Selkirk College today returns \$3 to government.
- **EDUCATION AND HEALTH GO HAND IN HAND** – studies have shown that the more education a person receives, the less likely they are to engage in unhealthy activities such as smoking. They are also less likely to draw on unemployment and welfare benefits.
- **SELKIRK COLLEGE IS AN ECONOMIC ENGINE** – the College employs over 500 people with a payroll in excess of \$25 million. The total economic impact of the college's operation on the local economy is greater than \$75 million annually. The impact of those who have been educated at Selkirk and returned to jobs in the community added to the impact of the college totals \$220 million annually.
- **AND, SPEAKING OF ACCESS** – each year, over 5,000 people register for the courses offered through Selkirk's Continuing Education program.

The above information is contained in the Economic Contribution of Selkirk College, a study completed by CCBenefits Inc. in August of 2007.

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HOW TO REGISTER

OPTIONS:

- Email, fax, call or visit the campus offering your course
- Complete the registration form on page 79
- Choose payment method (cheque, Visa or MasterCard)

Boundary (Grand Forks)
250.442.2704
boundaryce@selkirk.ca

Castlegar
1.888.953.1133
castlegarce@selkirk.ca

Kaslo
250.353.2618
ksasloce@selkirk.ca

KSA: Kootenay School
of the Arts
1.877.552.2821
artsce@selkirk.ca

Nakusp
250.265.4077
nakuspce@selkirk.ca

Nelson/Slocan Valley
1.866.301.6601
nelsonce@selkirk.ca

Trail/Salmo
250.364.5770
trailce@selkirk.ca

See page 78 for full
contact details.

leadership & management

CAREER COUNSELLING

Selkirk College counsellors are here to assist you with career and educational decisions. We can suggest activities and resources to help you consider your options. 45-minute appointments available, both in person and by telephone.

Please call to make your appointment.

Kaslo Centre Free
Laurie Read
1 session: Oct. 8, Wed. 45-minute appointments starting at 9:30 am

Nakusp Centre Free
Laurie Read
1 session: Oct. 27, Mon. 45-minute appointments starting at 9:30 am

Castlegar 250.365.1273
Grand Forks Campus 250.442.2704
Kaslo Centre 250.353.2618
Nakusp Centre 250.265.4077
Nelson - Silver King Campus 250.352.6601
Nelson - Tenth Street Campus 250.352.6601
Trail Campus 250.368.5236

CITATIONS

Would you like to receive credit for continuing education courses? Get citations for the completion of 120-150 hours of study that have been accumulated since the fall of 2004 in the following:

- Computer Essentials for the Workplace
- Advanced Computer Skills for the Workplace
- Business and Finance
- Health and Wellness
- Natural Resources
- Sports and Leisure
- Industry/Trades Training
- Tourism Workplace Skills
- First Aid and Workplace Safety
- Leadership and Community Building

For more info, contact your local Continuing Education Coordinator.

See CCID on page 49 for contact details.

COLLABORATIVE APPROACH TO GRANT WRITING

Learn a positive approach to grant writing, building on community assets to create a sustainable solution. Gain an understanding of grant proposal development using collaborative processes, better connections with potential partners, and a draft proposal. Tuition and mentoring support available for projects with youth, Aboriginal, and families with young children.

new Grand Forks Campus \$99.
Kathy O'Malley
3 classes: Nov. 8, 22 & Dec. 6, Sat.
9 am-noon

CRIMINAL JUSTICE SYSTEM IN CANADA

Get an overview of the history, organization and functions of the main components of the Canadian Criminal Justice System. Learn about major players that make up the system: police, courts, corrections, probation and parole. Review definitions of terms commonly used in the criminal justice field and discuss current issues of the day.

Nakusp Centre \$140.
Alan Erdahl
8 classes: Oct. 23-Dec. 11, Thurs. 7-9 pm



ENTERPRISING NON-PROFITS ORIENTATION SESSION

ENP is a funding program that provides matching grants to non-profit organizations in BC that are interested in starting or expanding a social enterprise business. Registration includes: Pre-qualification to apply for an ENP grant; coffee breaks and lunch; a copy of the Canadian Social Enterprise Guide. For more information go to www.enterprisingnonprofits.ca

new Trail Campus

\$100 for first person from organization and \$50 each for 1 - 2 additional members of the same group

David LePage / Michele Cherot

1 session: Oct. 1, Wed. 10 am-4 pm

GOLF CLUB OPERATIONS ONLINE

new This is the only 100% online golf management certificate offered in Canada by an accredited public post-secondary institution. The certificate consists of 10 industry-specific courses suited to golf managers and to aspiring managers who wish to "earn as they learn." These courses also appeal to individuals changing careers, to retired people wanting to start new careers, and to individuals wanting to improve their resumes when applying for positions of more responsibility. GCOOL offerings are available on a course-by-course basis or as an entire certificate. Visit www.selkirk.ca/programs/ht/golf/ or email GCOOL@selkirk.ca.



IMPROVING YOUR COMMUNICATIONS BY UNDERSTANDING BEHAVIOUR STYLES

Whether in the work place or with family and friends, communication is most successful when we respond proactively to the preferred behaviour styles of those we seek to influence. Learn the four basic behaviour styles, the preferences, strengths and weaknesses of each, and how to "flex" your own preferred style to accommodate the preference styles of others.

new Castlegar Campus

\$35.

Marie Low

1 class: Oct. 24, Fri. 1-5 pm

new Nakusp Centre

\$35.

Marie Low

2 classes: Nov. 17, 24, Mon. 7-9 pm

INSTRUCTIONAL DIPLOMA PROGRAMS

Offered in conjunction with the Vancouver Community College (VCC), the Provincial Instructor Diploma helps adult educators develop skills in program planning, instructional design, and the use of media in instruction and evaluation. Consists of six 30-hour courses and a final assignment. Most courses are available online at www.vcc.bc.ca. For info package call 250.352.6601. To register call VCC at 1.888.332.3212.

DESIGN OF INSTRUCTION (PDIP 3101)

An intro to a competency-based approach to curriculum design. Learn various methods of instructional design and delivery, how to assess the need for training, create powerful objectives to guide instruction and develop valuable communication tools.

Nelson: Silver King Campus

\$403

Instructor TBA

6 classes: Oct. 17, 18, 19, Nov. 7, 8, 9, Fri.

6-9 pm, Sat. & Sun. 9 am-4 pm

EVALUATION OF LEARNING

(PDIP 3104)

Examine the practices of measurement and evaluation in education and training. Learn to design and implement a comprehensive strategy for obtaining information that is used to inform learners about their progress and guide them to successful completion. Learn to plan, construct, and use assessment instruments.

Nelson: Silver King Campus \$403
 Instructor TBA
 6 classes: Feb. 20, 21, 22, Mar. 6, 7, 8, 2009
 Fri. 6-9 pm, Sat. 9 am-4 pm



LEADERSHIP ENRICHMENT SUMMER 2009 RETREAT

Is it in you to give? This unique one-evening, two-day interactive retreat features activities, discoveries and small-group activities tailored to identify and enrich your leadership skills in a safe and exciting environment.

Who should attend? Anyone over 19 years of age wishing to be involved in, or enhance, leadership positions within their field of work or community.

For details and facilitator bios, email conference@selkirk.ca or visit www.selkirk.ca

LEADERSHIP TRAINING AND DEVELOPMENT PROGRAM

Module 1: Building Relationships for Success (Get the Best From Yourself and Others)

Nelson: Silver King Campus \$375.
 Kolbuc and Associates
 2 classes: Sept. 29-30, Mon. & Tues.
 8:30 am-4:30 pm

Module 2: Learning How To Lead and Motivate: Going Beyond Compliance and Getting Commitment

Nelson: Silver King Campus \$375.
 Kolbuc and Associates
 2 classes: Oct. 30-31, Thurs. & Fri.
 8:30 am-4:30 pm

Module 3: Team Building for Continuous Improvement: Using Meetings for Team Building

Nelson: Silver King Campus \$375.
 Kolbuc and Associates
 2 classes: Nov. 27-28, Thurs. & Fri.
 8:30 am-4:30 pm

Module 4: Managing Change, Stress and Time: Looking after Yourself & Others

Nelson: Silver King Campus \$375.
 Kolbuc and Associates
 2 classes: Jan. 8-9, Mon. & Tues.
 8:30 am-4:30 pm

LEARNING FOR LIVING

Learning for Living is a 22-week program designed for individuals with self-identified disabilities who want to develop or enhance their skills to enter the workforce. Students will assess their career goals, develop essential workplace and life skills and participate in an 11-week work experience. Fee is \$3336. Funding assistance is available to those meeting the criteria. For more information or to register, contact Sheila Adcock at 250.364.1104.

Trail Campus
 TBA
 22 weeks: Oct. 6, 2008-Mar. 27, 2009

LEARNING FOR PLEASURE

The Learning for Pleasure Initiative (L4P) provides a wide variety of new learning opportunities for retired or semi-retired people in an informal, fun way, with no tests or certificates. It's simply about "learning for the pleasure" of it. L4P is a partnership initiative of Selkirk College and St. Andrew & St. George's Anglican Church in Trail. For information about upcoming courses or to volunteer to facilitate a course, please contact Neil Elliot at standy1@telus.net or Judy Wray at wrayrobi@shaw.ca. Check out the website at www.learningforpleasure.ca.

Trail Campus \$52 membership
 fee TBD

REINVENT YOURSELF: EMBRACING CHANGE AS YOUR TOOL FOR PERSONAL REJUVENATION

What are your dreams? What's preventing you from realizing them? Is it shortage of personal resources, fear of failure, lack of confidence? People change when the pain of staying the

same is greater than the pain of changing. How strong is your pain? Experience success as we explore concepts, skills and tools that apply to the professional and personal segments of your life, and empower your quest for rejuvenation. Sessions will include a variety of techniques to determine where you want to be and strategies to help you get there. Come prepared with three goals and a journal to track your progress.

new Trail Campus \$80.
 Sharon Wieder
 4 classes: Oct. 22, Nov. 5, 19, Dec. 3, Wed.
 7-9 pm

RIGGING YOUR SHIP

All sectors of the North American economy are facing the demographic and economic realities of increased retirement and reduced labour markets. Past practices exercised to recruit, retain and engage are no longer relevant! A more strategic approach is required. Gailforce Resources offers strategic human resources training, coaching and consulting that addresses new labour market realities. This series of four workshops covers step by step methods of the Hiring Process, Policy/Procedure Development, Job Description Development and Orienting a New Hire. In these sessions we review the purpose of structured approaches, how to build in flexibility, maintaining relevance, what you need to know before you start, and how to be prepared plus much more! Register for one or for all four workshops!

new Trail Campus \$150/workshop
 Kathline Holmes, Gailforce Resources

4 workshops:
 Job Description Development, Oct. 21, Tues.
 1-4 pm
 Policy & Procedure Development, Oct. 28,
 Tues. 1-4 pm
 Hiring Process, Nov.4, Tues. 1-4 pm
 Orienting a New Hire, Nov.12, Wed. 1-4 pm



TOASTMASTER CLUB: ARROW LAKES

Want to become a better speaker? In a fun, supportive environment, the Toastmaster program helps you develop communication skills and open doors in your personal and professional life. For more info visit www.toastmasters.bc.ca.

Nakusp Centre
 \$90/year + \$35 one-time new-member fee
 Linda Kendall
 Second and fourth Wed. every month, 7-9 pm.
 Contact: Linda Kendall 250.265.3458

TRUE COLOURS

Ever wonder what makes us different and what makes us react in a certain way? Come and have fun! Identify your personality type and discover your greatest strengths and the strengths of others.

new Nakusp Centre \$25.
 Book included.
 Linda Goldman
 1 class: Oct. 24, Fri. 10 am-noon

FITNESS EDUCATION

FITNESS KNOWLEDGE

The first step in becoming a fitness instructor. Prerequisite for all CFES courses. Class or home study.

Castlegar Campus \$220.
 Kirsty Brown
 3 classes: Oct. 3-5, Fri. 6-9 pm, Sat-Sun
 9 am-5 pm

GROUP FITNESS INSTRUCTOR

Foundation skills to design and deliver a safe, effective group-exercise class. Prerequisite: Fitness Knowledge.

Castlegar Campus \$210.
 Heather Bouchier
 3 classes: Oct. 24-26, Fri. 6-9 pm, Sat. & Sun.
 9 am-5 pm



PERSONAL TRAINING SPECIALIST PROGRAM

Upon completion of this comprehensive 120 hour program, graduates will become a registered BCRPA Fitness Leader, Weight Trainer & Personal Trainer. Includes enrollment in the Weight Training, Weight Training Practicum, Personal Training, and Personal Training Practicum courses. (Value of \$900). Prerequisite: Fitness Knowledge.

new Castlegar Campus \$810
Includes manual.
Samantha Reid
13 classes: See dates for Weight Training, Weight Training Practicum, Personal Trainer, and Personal Training Practicum

PERSONAL TRAINER (BCRPA RECOGNIZED)

Open the door to the health and fitness industry. Learn anatomy and physiology, program design, fitness and postural assessments, consultation, goal setting, business and liability. Preparation for the Personal Training provincial exam. Prerequisites: Fitness Knowledge, Weight Training Course, and 20 practical hours of weight training programming.

Castlegar Campus \$400.
Samantha Reid
6 classes: Nov. 14-23, Fri. 6-9 pm, Sat. & Sun. 8:30 am-5 pm

PERSONAL TRAINING PRACTICUM

Designed to complement the personal training course by providing scenarios, labs, and 'real' clients. Gain the 10-hour logbook of experience required to become a registered personal trainer, practical personal training and receive a Personal Training Instructor Competency evaluation.

new Castlegar Campus \$150.
Samantha Reid
2 classes: Dec. 13, 14, Sat. & Sun.
8:30 am-5 pm

WEIGHT TRAINING INSTRUCTOR: LEVEL I

Skills to design and deliver personalized programs. To become a registered Weight Trainer you will also need the Weight Training Practicum. Prerequisite: Fitness Knowledge.

Castlegar Campus \$210.
Samantha Reid
3 classes: Oct. 17-19, Fri. 6-9 pm, Sat. & Sun. 8:30 am-5 pm

WEIGHT TRAINING PRACTICUM

Designed to complement the weight training course by providing scenarios, labs, and 'real' clients, including a practical hands-on experience and a Weight Training Instructor Competency evaluation. Prerequisite for becoming a registered personal trainer.

new Castlegar Campus \$150.
Samantha Reid
2 classes: Oct. 25-26, Sat. & Sun. 8:30 am-5 pm

SAFER BOUNDARY INITIATIVE

Collaborative Leadership & Learning Centre "The Centre"

The Centre increases action and leadership to address the root causes of crime in the Boundary region.



Safer Boundary Initiative

Creating safer communities
one action at a time.

registration information

BOUNDARY CAMPUS | GRAND FORKS

boundaryce@selkirk.ca
486 72 Avenue, Box 968
Grand Forks BC V0H 1H0
Tel 250.442.2704
Fax 250.442.2877

NAKUSP LEARNING CENTRE

nakuspc@selkirk.ca
311 Broadway, Box 720
Nakusp BC V0G 1R0
Tel 250.265.4077
Fax 250.265.3195

CASTLEGAR CAMPUS

castlegarce@selkirk.ca
301 Frank Beinder Way
Castlegar BC V1N 3J1
Tel 250.365.1208 toll-free 1.888.953.1133
Fax 250.365.3929

NELSON/SLOCAN VALLEY:

SILVER KING CAMPUS

nelsonce@selkirk.ca
2001 Silver King Road
Nelson BC V1L 1C8
Tel 250.352.6601 toll-free 1.866.301.6601
Fax 250.352.3180

KASLO LEARNING CENTRE

kasloce@selkirk.ca
421 Front Street, Box 1149
Kaslo BC V0G 1M0
Tel 250.353.2618
Fax 250.353.7121

NELSON/SLOCAN VALLEY:

TENTH STREET CAMPUS

nelsonce@selkirk.ca
820 Tenth Street
Nelson BC V1L 3C7
Tel 250.352.6601 toll-free 1.866.301.6601
Fax 250.352.5716

KSA: KOOTENAY SCHOOL OF THE ARTS

artsce@selkirk.ca
606 Victoria Street
Nelson BC V1L 4K9
Tel 250.352.2821 toll-free 1.877.552.2821
Fax 250.352.1625

TRAIL CAMPUS

trailce@selkirk.ca
900 Helena Street
Trail BC V1R 4S6
Tel 250.364.5770
Fax 250.368.4983

READY TO REGISTER? | my course wish list

TITLE	PAGE
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Now, go to page 79 to complete the registration form!

registration form

name _____

address _____

_____ date of birth _____

tel _____ email _____

course title course location course start date fee

card# _____ expiry _____

signature _____

HOW TO REGISTER

OPTIONS

- Email, fax, call or visit the campus offering your course - see page 78 for campus details
- Complete this registration form
- Choose payment method (cheque, Visa or MasterCard)

PAYMENT

PHONE/FAX: If you are paying by Visa or MasterCard, we can process your registration over the phone.

MAIL: please send a completed registration form along with your cheque or money order.

IN PERSON: feel free to drop by, but please call first to confirm your campus is open that day. Debit is available at most locations.

Please note that fees are payable upon registration. We cannot hold a space for you until fees have been paid.

POLICIES

CLASS CANCELLATIONS: If there are not enough registratons to cover the cost of instruction, the course will be cancelled and fees refunded in full. No classes are on Statutory Holidays.

WITHDRAWALS: Full refund will be given for withdrawals made 4 days prior to course start. 50% of the course cost will be refunded for withdrawals 1-3 days prior to course start.

INCOME TAX: Course fees totalling more than \$100 are income tax deductible. Keep your receipt as no duplicates will be issued.

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