



Indigenous Development and Training Program

Program user guidelines

Purpose

The goal of the Indigenous Development and Training Program is to support the professional development of Indigenous employees within the Government of the Northwest Territories (GNWT) by providing the necessary skills training and/or work experience for career expansion and/or advancement.

Program Objectives

- Provide career advancement which will support Indigenous employees who plan to progress into management positions.
- Promote and foster an environment that values development, diversity and growth opportunities for Indigenous employees within the workplace.
- Support Indigenous employees with career advancement by creating opportunities for further development.
- Provide Indigenous employees with opportunities to gain experience in multiple professional fields in order to create a unique and versatile career path.
- Create workplace training opportunities for Indigenous employees for occupations that are in labour market demand.
- Support learning and development goals.

Program Eligibility

Participants of the Indigenous Development and Training Program are:

- Indigenous Aboriginal person(s) who are currently employed with the GNWT; and
- Demonstrated the desire for developmental opportunities to support career advancement.

Indigenous Aboriginal Persons means those persons who are descendants of the Dene, Inuit or Metis people, indigenous to the present boundaries of the Northwest Territories and includes any Aboriginal person's resident at birth pursuant to Section 23 of the Vital Statistics Act and any Canadian Aboriginal persons who have lived more than half of their life in the Northwest Territories.

- The training request must be included within the applicants learning and development plan;
- Department mandated development and training is not eligible for funding; and
- The application will need to be completed in its entirety.



Selection Process

All applications must be supported and approved by management and requested training should be included in the employee's Learning Plan.

Applications can be submitted at any time to the Diversity and Inclusion Unit with funds being available starting April 1st of each fiscal year.

Each application will be assessed and approved by the Diversity and Inclusion unit based on set criteria. Priority of acceptance to the program will be as follows:

- First time applicants who have not yet received funding under the program.
- Applicants who are continuing within their program of study (i.e. MBA program)

Application Process – Employees

1. Employee must express interest in a training opportunity;
2. Manager and Employee discuss learning objectives, training request, and include it in the learning plan;
3. Employee and Manager fill out application; and
4. Employee submits application.

Roles and Responsibilities

Department of Finance

- Overall coordination and administration of the Program.
- Direct support, advice and assistance to managers.
- Support and guidance through the application process.
- Provision of tools and resources to client departments to assist with the learning and development of employees.

Client Department

- Recommends suitable candidate.
- Assist employee in creating learning objective and learning plan.
- Assist employee in filling out application.
- Upon completion of the program, the Manager will provide notification of success and training to the Diversity and Inclusion unit.



GNWT Employee

- Work with Manager in creating learning plan.
- Identify objectives and request training.
- Submit application to [Diversity and Inclusion](#).
- May be required to enter into an Education Leave Agreement.
- Upon completion, must provide proof of successful completion.
- If withdrawing, failing, or leaving a course the Employee must notify the manager.