



# Indigenous Development and Training Program

## **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 funding for necessary skills training for career expansion and/or advancement.

The objectives of the Indigenous Development and Training Program are to:

- 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 persons in accordance with the Indigenous Employment Policy;
- A GNWT (Indeterminate or 2-year Term) employee;
- Demonstrated the desire for developmental opportunities to support career advancement; and
- Identified the learning goal within their learning plan.

## **Funding Parameters**

The Indigenous Development and Training Program may be used to support the following professional development costs but not limited to the following:

- Certificate/Diploma/Degree/Master's Tuition fees;
- Programs/courses to support Indigenous languages (mentorship fees or other related expenses for learning)
- Mandatory student or registration fees;
- Professional certification fees;
- Textbooks, software and other required materials;
- Examination fees;
- Workshops; and,



- Any short-term travel expenses associate with courses/workshops/training.

The Department of Finance will cover all costs of training, up to a maximum of \$10,000 per year. The money will be provided to the Department in a lump sum payment.

Employees under this program may be required to enter into an Education Leave Agreement where the funding request is to access education support. Under this agreement, the Employee will be required to provide proof of successful completion of the course(s) and must satisfy a return of service with the GNWT after successful completion of the course(s). If the Employee withdraws from, abandons or fails a course the Employee will be indebted for amounts paid. It will be the responsibility of the department to notify the Diversity and Inclusion Unit of such change immediately.

Please note that employees who access IDTP funds without entering into an Education Leave Agreement are still required to provide proof of successful completion of their course(s), as well as notify the Diversity and Inclusion team of any modifications to parameters of the training that would affect funding.

### **Selection Process**

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

Applications can be submitted during the designated intake periods to the Diversity and Inclusion Unit with funds being available following the review and selection process.

Each application will be assessed and approved by the Diversity and Inclusion unit based on set criteria.

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

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).

### **Program Evaluation**

The Diversity and Inclusion unit will routinely evaluate the program through the collection of program activities, effectiveness and outcomes to ensure that the program is meeting objectives.