

FNCFS Agency Board Training



Course Catalogue

Introduction

Our Board Governance training helps Non-Profit Board Members of Child and Family Service Providers learn about their roles and responsibilities so they can provide effective governance to their non-profit organizations.

Learning is provided by facilitators delivering competency-based courses on how to deliver programs.

Competency-based training is a method of instruction and delivery that aligns course content to specific roles and responsibilities participants have in their jobs. The courses are designed to engage participants by drawing on their own experiences and expertise, as well as the rest of the learning group, creating a collaborative and collegial approach to learning. A variety of activities are used that will be relevant, designed to engage, and reinforce learning.

Courses are culturally appropriate, trauma informed, and emotionally sensitive.

We actively engage Elder/Knowledge Keepers and honour their sacred teachings. We practice having an Elder/Knowledge Keeper present in each of our training deliveries to provide wisdom, guidance, and learner support.

Learners must have 100% attendance to receive a certificate.

First Nations Child and Family Service Agency Board Training

Course Length: 3 days

This three-day course is designed to be an introduction for Board members of First Nation child and family service agencies. The focus is on increasing the members' ability to perform Board-related tasks, support the Agency and the community, influence key stakeholders, and move the Agency further towards the mission of strengthening and providing support to families.

The course is divided into three sections:

1. Governance Environment
2. Board Governance Basics
3. Governance Support and Management

Each section of the course can be completed in one day. There are learning activities (individual and group) embedded throughout each section. Each section also has a final learning activity scenario at the end of the section. Your facilitator will guide you through all parts of the training.

Key Competencies

Key competencies are defined as the knowledge, skills and abilities that are needed to work effectively in your role. This course is designed to equip you with the ability to:

1. Understand the roles and responsibilities of Board Members in First Nation child and family service agencies.
2. Provide effective governance for the agency to ensure that adequate service delivery occurs.
3. Ensure the Board operates effectively to meet planned goals and objectives of the Agency.

SFNFCI Training Policy

Training Offerings

Our current training delivery model supports SFNFCI in offering a certain amount of training sessions annually. This guides our planning and helps us maintain high-quality delivery within budgetary constraints.

FNFCI Board Training is offered 2-3 times per year, strategically scheduled based on the evolving needs of our audience. This flexible approach ensures that each session is timely and relevant, aligning with current demand and maximizing impact.

Registration

Registration for a SFNFCI event (training or conference) is done using our online registration process. Please check the SFNFCI website Calendar of Events for current offerings. <https://sfnfci.ca/latest-events/>

Participants are accepted on a first-come-first-served basis so be sure to register by the deadline date to guarantee your spot. If the event is full, you will automatically be added to a waitlist and contacted if spaces open. If the registration deadline has passed and if there are still spots available, your registration may be accepted. Please contact SFNFCI at [\(306\) 373-2874](tel:3063732874).

Training Fees

On an annual basis Saskatchewan First Nations Family and Community Institute (SFNFCI) reviews the pricing structure for the training deliveries we offer. This annual review ensures that we are providing you with a level of service that is second to none and that our trainings are delivered in the most cost-effective way for you and your organization.

Our 2025-26 pricing structure is as follows:

One-day training: \$350

Two-day training: \$700

Three-day training: \$999

Payment

Once registration is confirmed, an invoice will be sent within 7 days to the email address provided on the registration form. A receipt will be issued and sent to you.

Training fees may be paid by cheque payable to:

Saskatchewan First Nation Family and Community Institute Inc.
221 – 2553 Grasswood Road West
Saskatoon, SK S7T 1C8

Withdrawal

We understand that schedule changes are sometimes unavoidable. However, the following procedures are in place to ensure we can consistently deliver quality training and conferences.

If you must withdraw your registration, you may send another person in your place. Please advise SFNFCI of any changes.

If substitution is not an option and you need to withdraw your registration, contact SFNFCI at [\(306\) 373-2874](tel:3063732874). You will be sent a withdrawal form to complete and submit. Once a completed withdrawal form is received, SFNFCI staff will process your withdrawal and may issue a refund based on eligibility.

Refunds

If you withdraw from a training course or event and submit a withdrawal form to SFNFCI seven or more days from the event start date, you will receive a 100% refund.

Refunds will not be issued for withdrawals submitted less than seven days from the training/event start date, no-shows, or withdrawal after the start of a training/event. If payment has not yet been made, an invoice will be sent, and the registered participant will be responsible for paying the event fees in full.

Cancellation

SFNFCI reserves the right to cancel any training and/or event. If this occurs, SFNFCI will make every effort to reschedule it within 6-12 months.

If SFNFCI must cancel a training/event for any reason beyond its control, it will not be held liable for any related costs incurred by participants or their organizations. In this unlikely event, SFNFCI will offer a full refund of event fees if the event has not yet started, or a pro-rated refund if the event has already begun. Circumstances beyond SFNFCI's control include, and are not limited to, human-induced and/or natural disasters.

Learner Expectations

To ensure a positive and productive learning experience for everyone, we kindly ask all participants to follow these expectations:

Arrive Prepared and On Time

Be punctual and ready to engage. Late arrivals may miss important content and disrupt the session. Training starts at 9:00am each day.

Respect the Learning Environment

Be courteous to facilitators and fellow learners. Maintain a professional and inclusive atmosphere throughout the session. Please demonstrate respectful behavior, remember all discussions are confidential

Use Technology Responsibly

Silence or turn off mobile devices unless they are needed for the training. Please try to avoid distractions such as texting, browsing, or using social media during the training

Bring Necessary Supplies

Please bring a notebook and pen or pencil to take notes and participate in activities. Additional materials may be provided, but having your own supplies ensures you're ready to learn.

Participate Actively

Contribute to discussions, ask questions, and complete any required activities. Your engagement supports a richer learning experience for everyone.