



# Gitxsan Development Corporation

## ENROLLMENT FORM 2016-2018

<b>IMMEDIATE SKILLS &amp; TRAINING APPLICATION FOR ADMISSION</b>					
Today's Date:					
<b>CONTACT &amp; DEMOGRAPHIC INFORMATION</b>					
Last Name:		Dependents                      YES                      NO			
First:		# of Dependents			
Middle:		Do you have childcare? YES                      NO			
Is this your legal name?	If not, what is your legal name?	Status Number:	Birth date:	Age:	Sex:
Address:					
Social Security no.:		<b>Home phone no.: (KEEP CURRENT)</b>		<b>Cell phone no.: (KEEP CURRENT)</b>	
On Reserve:		Off-Reserve		Community you live in	
Employed: Yes		Income: (Please circle which applies)			
No		EI                      INCOME ASSISTANCE                      NO INCOME                      OTHER:			
<b>EMAIL: (KEEP CURRENT)</b>					
<b>COURSE INFORMATION</b>					
<b>Please indicate which training course(s) you are interested in:</b>					
<b>SEE BELOW FOR DESCRIPTIONS AND START DATES</b>					
<b>Course Applying For:</b>					
<b>EDUCATION LEVEL</b>					
<b>What is the highest level of education you have completed? **Please circle &amp; specify as required</b>					
<ol style="list-style-type: none"> <li>1. Up to and including Grade 8</li> <li>2. Some high school</li> </ol>					



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3. Leaving/Completion Certificate, Evergreen Certificate (specify): \_\_\_\_\_
  4. High school diploma or a high school equivalency certificate (i.e., General Education Diploma)
  5. Trade certificate (specify type and level of completion):  
\_\_\_\_\_  
\_\_\_\_\_
  6. College, university or other non-university certificate or diploma(s) (other than trades certificates) (specify):
  7. Do you have a minimum one year college, university?      YES                      NO
  8. Have you had an educational assessment?                      YES                      NO
- IF YES: WHAT WERE THE RESULTS? \_\_\_\_\_

## PROGRAMS & DESCRIPTIONS

PLEASE NOTE THAT THESE COURSES ARE OFFERED FROM 2016 TO 2018. SOME OF THESE COURSE DATES MAY CHANGE.

**CONTACT OFFICE IF YOUR INFORMATION SUCH AS PHONE NUMBER OR EMAIL CHANGES!  
WE CAN NOT CONTACT YOU FOR PROGRAM IF WE DO NOT HAVE YOUR CONTACT INFORMATION!**

### **CONSTRUCTION SAFETY OFFICER TRAINING**

#### **START DATE: TBD**

This course is an introduction to Occupational Health and Safety.

The learning objectives cover the fundamental elements of health and safety management systems, hazard recognition, assessment, and control. It covers safety legislation and the requirements of a safety program: inspections, accident investigations, worker participation, training, and effective communications.

### **RECERTIFICATION & UPGRADING.**

#### **START DATE: ONGOING**

Some participants are work ready. This program will support recertification, or upgrading their skills. Students will apply for funding with a letter from institution describing program, and will submit a write-up on how training will assist them in their chosen profession.

### **CAMP SERVICES: STANDARD OPERATING PROCEDURES.**

#### **START DATE: TBD**

Training will include; safety training, WHMIS, life skills, and practical knowledge as it relates to specific positions including: heavy duty janitors, janitors, housekeeping managers, and housekeepers

### **PROFESSION COOK LEVEL 1**

#### **START DATE: TBD**

A Professional Cook 1 usually works in a supervised environment and performs basic cooking and food preparation tasks utilizing knife skills, correct terminology, and a variety of cooking methods. They must be able to follow recipes, weigh and measure food accurately, and have an understanding of the major techniques and principles used in cooking, baking, and other aspects of food preparation. At this level, a Professional Cook should have a solid foundation of culinary skill.

NWCC would offer this face-to-face program in conjunction with the GDC. This 28 week program delivers the complete theoretical and practical outcomes of the ITA approved course Foundations Program. Also included in this quote is a 2 week upgrading program that will give the students a refresher and prepare them with the basic skills that will assist them in the foundation program.

### **PROFESSION COOK-PRACTICAL**

#### **START DATE: TBD**

NWCC would offer this face-to-face on-site practical program in conjunction with the GDC. This 16 week program will immerse the students in a real life Cooking environment. The students will be able to log hours towards their Trades hours requirements. Students have to have acquired a designated amount of hours and must be registered as an apprentice and submit a Trades Worker Identification (TWD) # upon registration



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## **PROFESSION COOK- LEVEL 2**

### **START DATE: TBD**

This 14 week Level 2 program builds on the complete theoretical and practical learned in the foundations program. Students should have logged a designated amount of hours and must be registered as an apprentice and submit a Trades Worker Identification (TWD) # upon registration.

## **CLASS 1 DRIVERS TRAINING**

### **START DATE: TBD**

This program prepares students to become Class 1 drivers in the trucking industry. Training will include 22 hours of airbrakes endorsement, 20 hours of hands-on training in regular maintenance, safety procedures and pre-trip inspection on the truck and tractor. It also includes 56 hours of behind the wheel driver training. The vehicle will also allow for one other student to ride "shot gun" during the other students' session. Two drivers are done per cohort over approximately one month.

## **CLASS 3 DRIVERS TRAINING**

### **START DATE: TBD**

This program prepares students to become Class 3 drivers in the trucking industry. Training will include 22 hours of airbrakes endorsement, 13 hours of hands-on training in regular maintenance, safety procedures and pre-trip inspection on the truck and tractor. It also includes 35 hours of behind the wheel driver training.

## **HEAVY EQUIPMENT OPERATOR (HEO)- FOUNDATIONS**

### **START DATE: TBD**

Road Builder Heavy Construction Foundations students are prepared for entry into the Heavy Equipment Operator Technician Apprenticeship program. In this 150 – hour program, students learn correct industry terminology, how to identify and classify machines and processes, and general engineering principles related to road building and heavy construction, in additions to approximately 15 hours of HEO simulators.

## **(HEO) TECHNICIAN-APPRENTICESHIP**

### **START DATE: TBD**

Heavy Equipment Operator Technician program students log operator time on four pieces of heavy equipment: excavator, articulated rock truck, dozer and loader. These machines are used universally in construction, earth moving, road building, mining and forestry operations. To qualify for the program, students must first complete Road Builder Heavy Construction Foundation Program.

## **PLUMBING FOUNDATIONS- 21 WEEKS & UPGRADING (4 weeks)**

### **START DATE: TBD**

Northwest Community College (NWCC) will partner with GDC to provide the Plumbing Foundation program. Plumbers install, alter, and repair the systems that keep our water disposal systems running, and that provide many of the basic amenities we rely on day-to-day. They read and interpret blueprints and project specifications. Plumbers also select the type and size of pipe required for a project and measure, shape, and join pipes according to the appropriate specifications. They sometimes alter structures to accommodate the pipes. Plumber is a nationally designated trade under the Inter-provincial Red Seal program.

## **LEADERSHIP TRAINING - 3 DAY MODULE**

### **START DATE: TBD**

The 3 day module of this accredited leadership development program is called ***Lead Yourself First*** and this module will allow student to:

- Identify your personal leadership strengths, values and ways of working
- Develop a clear personal vision and goals
- Gain a clearer understanding of how your reactions, feelings, thoughts, judgments, and beliefs impact you and those around you
- Apply skills for managing and developing yourself
- Understand the importance of trust
- Understand the significance of personal accountability.

## **TRAFFIC CONTROL FLAGGING**

### **START DATE: TBD**

This is a 2 day course covering: Roles and Responsibilities of TCP's; Complying with Regulations and Standards; Hazard Identification; Personal Protective Equipment; Traffic Control Devices; Setting up, Maintaining and Removing Work Zones; Working Safely Around Equipment; Building on Basic Traffic Control Skills; Communication and Positioning; Practical Skills (outdoors, dress appropriately)\* Practical Exercise and Competency Demonstration; Controlling a Two-lane, Two-Way Roadway, 50km/h; Controlling Work Zones; with 2 TCP's and 1 TCP Alone, in the same location.

## **BASIC SECURITY TRAINING**

### **START DATE: To Be determined**

Mandatory BST training is 40 hours in length, and focuses on the following content: Professionalism & Ethics, Legal Studies, Report Writing, and Personal Safety.



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## **OCCUPATIONAL FIRST AID LEVEL 3**

**START DATE: February 1-15, 2016**

This course is based on First Aid theory and practical skill development. It includes skills necessary to effectively manage workplace medical emergencies. OFA Level III certification requires an examination (written, oral, and practical), conducted by a certified examiner following course completion.

### **IN CASE OF EMERGENCY**

Name of local friend or relative (not living at same address):	Relationship to student	Home phone no.:	Work phone no.:
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### **TERMS & CONDITIONS DECLARATION**

- 1) The above information is complete and correct to the best of my knowledge.
- 2) I agree to inform Gitxsan Development Corporation of any barriers to training so they can assist me in addressing them.
- 3) I authorize Gitxsan Development Corporation to access my records of attendance with NWCC.
- 4) I am aware I may be disqualified from receiving benefits of future training should I voluntarily or involuntary exit the course or not attend on a regular basis.
- 5) I will inform Gitxsan Development Corporation as soon as possible if there are changes to this information. **PLEASE NOTE IT IS THE STUDENTS RESPONSIBILITY TO MAKE SURE CONTACT INFORMATION IS UPDATED AND ACCURATE!**
- 6) I agree the information, related to this initiative will be shared amongst participating Provincial Ministry's, Federal Departments, Public/Private Training institutions, organizations identified as being a partner to the training initiative/application of the client.
- 7) I will not hold Gitxsan Development Corporation responsible for any claims, losses, damages, costs and expenses related to any injury or death of a person, or loss or damage to property caused or alleged to be caused by this initiative and that all necessary liability and life insurance shall be maintained by me for the duration of this activity.
- 8) I understand personal information from this application will be protected and used in compliance with the Freedom of Information and Protection of Privacy Act (1992). Information will be used to verify my identity and for the purpose of research and evaluation.
- 9) If I am a successful applicant, I may be asked to fill out a Pre and Post Training survey. This survey will be used as an additional tool for evaluation of training program for future funding opportunities.

**By signing below, I agree to the above terms and conditions outlined above.**

Student/Guardian signature

Date

**FOR OFFICE USE:**

Recommendation:

Approved

Not approved