

Colour Key	Instructor Led E-Learning (Moodle)	Self-Directed E-Learning	Classroom
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### Community Finance

Note: For more details please contact Kevin Menicoche.

Course Name:	Delivery Mode:	Location:	Dates:	Classroom Facility:
Payroll Administration	Classroom	Hay River	Jun. 8-15, 2017	Senior Citizen Centre
General Financial Practices*	Classroom	Yellowknife	Dec. 5-12, 2017	SCG Training Rm.
Communications*	Instructor Led E-Learning	Online	Nov 14, 2017 - Feb 23, 2018	Part-time Online
Accounting Cycle I	Classroom	Yellowknife	Nov. 15-22, 2017	SCG Training Rm.
Accounting Cycle II / Sage	Classroom	TBD	To Be Determined	SCG Training Rm.

### Community Management

Note: For more details please contact Kevin Menicoche.

Course Name:	Delivery Mode:	Location:	Dates:	Classroom Facility:
Communications*	Instructor Led E-Learning	Online	Nov 14, 2017 - Feb 23, 2018	Part-time Online
Leadership (NEW)	Instructor Led E-Learning	Online	Nov. 21, 2017 - Jan. 30, 2018	Part-time Online
Community Development (NEW)	Instructor Led E-Learning	Online	To Be Determined	Part-time Online
Plan Build Maintain	Classroom (with Video)	YK/Inuvik	Jan. 10-15 2018	SCG/Inuvik Training Room
Municipal Law	Instructor Led E-Learning	Online	Jan. 23 - Mar 20, 2018	Part-time Online
Municipal Contracts, Tenders & Proposals* (NEW)	Instructor Led E-Learning	Online	Jan. 9 - Mar. 6, 2018	Part-time Online
Community Strategic Planning* (NEW)	Instructor Led E-Learning	Online	Feb. 6 - Apr. 3, 2018	Part-time Online
Land Administration (NEW)	Classroom (with Video)	Fort Smith	To Be Determined	MACA Training Room
Local Government Administrator (LGA) Essentials	Self-Directed E-Learning			
Climate Change (NEW)	Self-Directed E-Learning			
Energy Management	Self-Directed E-Learning			

### Recreation Leadership

Note: For more details please contact Michael Yakabuski.

Course Name:	Delivery Mode:	Location:	Dates:	Classroom Facility:
Traditional Games/Sport Coaching	Classroom	Inuvik	Aug. 14-19, 2017	
Personal Management Skills	Classroom	Fort Simpson	Jan. 15 - 19, 2018	MACA Training Room
Communications*	Instructor Led E-Learning	Online	Nov 14, 2017 - Feb 23, 2018	Part-time Online
Recreation Program Planning	Instructor Led E-Learning	Online	Jan. 18 - Mar 15, 2018	Part-time Online
Recreation Finances and Fundraising	Instructor Led E-Learning	Online	Jan 25 - Mar. 22, 2018	Part-time Online

### Recreation Facility Operations

Note: For more details please contact Michael Yakabuski.

Course Name:	Delivery Mode:	Location:	Dates:	Classroom Facility:
Pools Level I and II	Classroom	Inuvik	TBA	
Parks and Sportsfields level I & II	Classroom	Fort Simpson	July 11-13, 2017	
Curling Operations	Classroom	Fort Smith	Oct. 10-12, 2017	Fort Smith Curling Rink
Arena I and II	Classroom	Behchokq	Oct. 3-8, 2017	
Custodial Care	Classroom	Hay River	TBD	

### Youth Resiliency

Note: For more details please contact Michael Yakabuski.

Course Name:	Delivery Mode:	Location:	Dates:	Classroom Facility:
Active Kids- High Five	Classroom	Inuvik	TBA	
Active Kids- High Five	Classroom	Fort Smith	TBA	

### Water and Waste Management

Note: For more details please contact Crystal Lennie.

Course Name:	Delivery Mode:	Location:	Dates:	Classroom Facility:
Solid Waste Management	Classroom/ Video Conference	Inuvik	Dec. 4-5, 2017	MACA Classroom
Small Systems Wastewater Treatment	Classroom/Video Conference	Inuvik	Dec. 6-8, 2017	MACA Classroom
Class I Water Treatment	Classroom	Hay River	Sept. 11-16, 2017	MACA Classroom
Small Systems Water Treatment	Classroom/Video Conference	Yellowknife	Oct. 2-7, 2017	SCG Training Room
Custom Training for WTO Certification (NEW)	On Site One-on-One	Various	Various	Various
Class II Water Treatment	Classroom	Hay River	Jan. 22-27, 2018	MACA Classroom

### Community Infrastructure Maintenance

Note: For more details please contact Ralph Sanguetz.

Course Name:	Delivery Mode:	Location:	Dates:	Classroom Facility:
Maintenance Skills I (Carpentry, Painting, Drywall)	Classroom	Inuvik	Sept. 11-15, 2017	
Heating and Ventilation	Classroom	Norman Wells	Oct. 2-6, 2017	
Mobile Equipment Maintenance	Classroom	Hay River	Jan. 11-15, 2018	
Maintenance Skills II (Basic Plumbing and Electrical)	Classroom	Yellowknife	Jan. 29-Feb. 2, 2018	

### Community Airports Training

Note: For more details please contact Ralph Sanguetz.

Course Name:	Delivery Mode:	Location:	Dates:	Classroom Facility:
Airport Onsite Training	On Site	Sambaa K'e	June 19-23, 2017	
Airport Onsite Training	On Site	Aklavik	June 26-30, 2017	
Airport Summer Maintenance	Classroom	Hay River	June 6-15, 2017	
Airport Management	Classroom	Norman Wells	Nov. 14-23, 2017	
Airport Winter Maintenance	Classroom	Hay River	Feb. 5-14, 2018	

### Bylaw Enforcement

Note: For more details please contact Michael Yakabuski.

Course Name:	Delivery Mode:	Location:	Dates:	Classroom Facility:
Bylaw Enforcement Officer (NEW)	Self-Directed E-Learning	Online	Jan. 2018	

### First Responder

Note: For more details please contact Ralph Sanguetz.

Course Name:	Delivery Mode:	Location:	Dates:	Classroom Facility:
Standard First Aid	Classroom	Tuktoyaktuk	Apr. 3-4, 2017	
Emergency Medical Responder	Classroom	Ft. Simpson	Apr. 7-9, 21-23, 2017	
Standard First Aid	Classroom	Sachs Harbour	Apr. 11-12, 2017	
Standard First Aid	Classroom	Dettah	May 16-17, 2017	
First Responder	Classroom	Enterprise	June 16-18 and 23-25, 2017	
First Responder	Classroom	As Requested	As Requested	
Standard First Aid and Emergency First Aid	Classroom	As Requested	Delivered on Community Request	

### Community Firefighter Training

Note: For more details please contact Christine Landry.

Course Name:	Delivery Mode:	Location:	Dates:	Classroom Facility:
Fire Service Instructor I	Classroom	Yellowknife	To Be Determined	
Fire Inspection I	Classroom	Yellowknife	To Be Determined	
Community Level Fire Training*	Classroom	As Requested	As Requested	
1001 NFPA	Instructor Led E-Learning	Online	Delivered on Community Request	
Basic Emergency Management* (NEW)	Self-Directed E-Learning	Online	Delivered on Community Request	

### Governance Workshops

Note: For more details please contact Crystal Lennie.

Course Name:	Delivery Mode:	Location:	Dates:	Classroom Facility:
SAO: A Team Resource	Classroom and S-D E-Learning	As Requested	Delivered on Community Request	
Roles and Responsibilities	Classroom and S-D E-Learning	As Requested	Delivered on Community Request	
Codes, Conflict and Legal Awareness	Classroom and S-D E-Learning	As Requested	Delivered on Community Request	
Financial Awareness	Classroom and S-D E-Learning	As Requested	Delivered on Community Request	
Programs and Services (NEW)	Classroom and S-D E-Learning	As Requested	Delivered on Community Request	
Planning for Success	Classroom and S-D E-Learning	As Requested	Delivered on Community Request	
Role of Mayors & Chiefs/Effective Meetings (NEW)	Classroom and S-D E-Learning	As Requested	Delivered on Community Request	

Note: Governance Workshops are delivered online in a self-directed format to individuals. They can also be delivered with an instructor in a community setting to a full council.

### Advancing Local Government Administrator Program (ALGAP)

Course Name:	Delivery Mode:	Location:	Dates:	Classroom Facility:
ALGAP MACA Sponsored Training Series 1 (NEW)	Classroom	Yellowknife	June 5 - 7, 2017	
ALGAP MACA Sponsored Training Series 2 (NEW)	Classroom	Yellowknife	Sept. 12-14, 2017	
ALGAP MACA Sponsored Training Series 3 (NEW)	Classroom	Yellowknife	Dec. 5 - 7, 2017	
ALGAP MACA Sponsored Training Series 4 (NEW)	Classroom	Yellowknife	March 6 - 8, 2018	

Note: For more details please contact Sharon Morrison

### Conferences

Event Name:	Delivery Mode:	Location:	Dates:	Website:
NWT Association of Communities AGM	AGM	Inuvik	May 11-14, 2017	<a href="http://www.nwtac.com">http://www.nwtac.com</a>
Local Government Administrators of the NWT AGM	AGM	Yellowknife	Oct. 3-5, 2017	<a href="http://www.lgant.com">http://www.lgant.com</a>

### October 30, 2017

Statutory Holidays in Green

APRIL 2017						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						5 6
2	3	4				
9						
16						
23						
30						

ALERT! ... Always check the MACA website for the latest Calendar updates in all program areas. [www.maca.gov.nt.ca](http://www.maca.gov.nt.ca)

MAY 2017						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

NOTE! The Instructor Led eLearning courses are courses that you take on a part-time basis, usually over an eight week period. Participants spend approximately 5-8 hours per week on course work. Most participants are expected to do their course work during work hours if supervisors permit.

AUGUST 2017						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

SEPTEMBER 2017						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1 2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

OCTOBER 2017						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

NOVEMBER 2017						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1 2 3 4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

DECEMBER 2017						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1 2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

JANUARY 2018						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

FEBRUARY 2018						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1 2 3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

MARCH 2018						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1 2 3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

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**Occupational Certification**

Occupational Certification recognizes the skills and knowledge gained through work experience. Successful individuals receive a "Certificate of Competence" awarded under the NWT Apprenticeship, Trade and Occupations Certification Act. Candidates can pursue certification in the following Community Government Occupations: Senior Administration Officer; Finance Officer; Recreation Coordinator; Recreation Facility Operator; Community Works Foreman.

For more information, please contact: Sharon Morrison - Strategic Initiatives Coordinator, School of Community Government, MACA, GNWT. 867-767-9163 Ext 21059 [Sharon\\_Morrison@gov.nt.ca](mailto:Sharon_Morrison@gov.nt.ca)

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