



**AFOA Manitoba
Human Resources Management Essentials Workshop
Module 2 – The Employment Relationship &
Employee Experience
May 19, 2022**

**Victoria Inn Hotel & Convention Centre – Winnipeg Manitoba
1808 Wellington Avenue 1-204-786-4801**

Registration Form

CONTACT INFORMATION	
Name:	
Position:	
Company:	
Mailing address	
Work #: ()	Fax #: ()
E-mail:	

WORKSHOP REGISTRATION FEES:

Includes Breakfast, Lunch & Refreshments!!

Registration Fee – Non AFOA Member	\$ 600.00
Registration Fee – AFOA Member	\$ 500.00

****Maximum of 35 Participants****

Method of Payment:

Pay at Registration Desk (Cash, cheque or e-transfer to info@afoamb.ca)

AFOA Membership # _____ (If Applicable)

Your signature is required as authorization of registration to the above noted workshop

Signature

Date

Consent to photo release and waiver:

I hereby grant the Aboriginal Financial Officers Association of Manitoba (AFOA- MB) and the web designer of the AFOA-MB's website permission to use my likeness in a photograph and/or video in any and all it's publication, including press and website entries, without payment or any other considerations. I understand that these publications will become the property of the AFOA-MB and will not be returned.

Signature

Date

**AFOA - BUILDING A
COMMUNITY OF
PROFESSIONALS**

**Registration with Hot
Breakfast at 8:00 a.m.
Workshop starts
at 8:30 a.m. and ends at
4:30 p.m.
Wellington Room A**

Email registration form:
amunroe@tipipartners.com

Fax registration form:
1-204-623-3595

For more information:

Allan Munroe
amunroe@tipipartners.com
1-204-620-2933

Mailing Address:

AFOA Manitoba
PO Box 33004-1485 Portage Avenue
Winnipeg, Manitoba
R3G 0W4

Website – afoamb.ca

All participants are required to follow
provincial COVID-19 guidelines



Capacity Development Workshop

**Human Resources Management Essentials:
Module 2 – The Employment Relationship and Employee
Experience**

Workshop Introduction

Human Resources Management Essentials:

Module 2 – The Employment Relationship and Employee Experience

TIME (Central Time)	Topics
08:30 am – 08:45 am	Opening & Introductions
08:45 am - 09:00 am	Welcome
09:00 am – 09:30 am	Importance of Policy and Procedure
09:30 am – 10:00 am	Assignment 1 - Communicating Policies and Procedures
10:00 am – 10:15 am	BREAK
10:15 am – 11:00 am	Navigating Discipline and Termination
11:00 am – 12:00 pm	Assignment 2 – Conflict Resolution
12:00 pm – 1:00 pm	LUNCH
1:00 pm – 2:00 pm	Change Management
2:00 pm – 2:30 pm	Assignment 3 – Preparing our World for Change
2:30 pm – 2:45 pm	BREAK
2:45 pm – 3:15 pm	Employee Engagement
3:15 pm – 4:20 pm	Assignment 4 – Aligning Engagement
4:20 pm – 4:30 pm	Session Closing & Participant Evaluation

Session Introduction

Human Resources Management Essentials:

Module 2 – The Employment Relationship and Employee Experience

Workshop Learning Objectives

Creating a workplace that is mutually beneficial and mutually respectful is the goal of every Indigenous employer. This workshop will support you in identifying legal requirements and translating them into policies and procedures; navigating discipline and termination; fostering employee engagement and recognizing the change curve. Coming away from this workshop you will have the skills and resources that enable you to measure employee engagement within your Indigenous workplace.

Upon successful completion of this Workshop, you will be able to:

- Objective 1** - Explain the importance of current, well communicated policies and procedures.
- Objective 2** - Be prepared to effectively and successfully navigate disciplinary issues and termination.
- Objective 3** - Understand the importance of the change curve and the consequences of poor change management efforts.
- Objective 4** - Describe how employee engagement leads to positive business outcomes.