

INVESTING IN PEOPLE TO CREATE A STRONGER MUNICIPALITY

As the world of municipal government continues to evolve, so must the skills of our municipal employees and leaders. To be truly responsible and adaptable to the needs of ratepayers, our municipalities are looking to not only retain their employees longer, but are recognizing the need to create strong training and development programs as well.

To help urban and rural municipalities in this goal, SUMA and SARM have created a partnership with Southeast College to develop a Municipal Management Essentials training program. Different from the Municipal Leadership Development Program (MLDP) which focuses on responsibilities and concepts, the Management Essentials program focuses on building skills and capacity. The Management Essentials program has a stream of training for administrative staff and another for foremen. Many of these workshops would be applicable to Councillors and they are welcome to attend as well. The modules in each are as follows:

Administrative Training Stream
Conducting Effective Meetings
Presentation Skills
Leadership Skills
Communicating Effectively
Time Management & Organizational Skills
Assertiveness for Personal & Business Success
Basic Business Law
Marketing for Managers
Conflict Management

Foreman Training Stream
Supervisory Skills
Being a Safety Leader
Customer Relations
Accounting & Finance for Non-Accountants
Negotiation Skills
Problem Solving & Decision Making
Communicating Effectively
Time Management & Organizational Skills
Conflict Management

Each stream contains nine modules totaling 112 hours of training. Students that complete 35 hours of training will receive a SUMA – Southeast College Level I Certificate. After 70 hours of training, they will receive a SUMA – Southeast College Level II Certificate and after all 112 hours have been completed they will receive a SUMA – Southeast College Level III Certificate.

These are essential skills to today’s workplace. The challenges facing our employees today are much different than they were even 15 years ago. We ask much more of our employees today, and that is why investing in them is critical.

Beyond building a better team to serve ratepayers, having a structured training system in place also aides in developing and retaining quality people. Municipalities now have the ability to help their employees achieve milestones which can be linked to salary negotiations or promotions.

Please take this opportunity to elevate yourself and your municipality to the next level. For more information on this exciting new initiative please reach out to our partners at Southeast College.

Thank you for your commitment to Saskatchewan and its people.

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