



Professional Development Day Indigenous Employees Forum

Monday, March 3, 2025



- 3 professional development courses delivered in-person
- 3 online options, and 2 hybrid, to encourage community participation
- 3 different career support services available throughout the day in-person & virtually

Course name	Summary information	YG Learn link to enroll
"Step up to speak up"	10 seats (in-person, all day) Arlin McFarlin's background in theatre, film and communications informs this workshop. She has learned that people are not always aware how they come across to others, so she designed a workshop where people can see themselves objectively, on video. This course is a great way to improve your public speaking skills and confidence.	IEF Step Up to Speak Up
"Standing in your potential"	18 seats (in-person, all day) Juniper Redvers runs this hands-on course, which includes activities throughout the day designed to map your personal strengths, practice boundary setting, and build mental wellness tools for overcoming personal challenges.	IEF Standing in your Potential
"Machinery of government"	20 seats (in-person, all day) Andrea Buckly provides this training to help public servants better understand how the Canadian/Yukon systems of government work. This course is a great way to learn how government decisions are made, budgets are set, policy is developed, and departments operate.	IEF Machinery of Government
"Values clarification"	25 seats (online, half-day) Tara Larkin leads this workshop, which guides participants through a structured values exercise. This process is more than just identifying strengths – it helps you uncover your core values that guide your beliefs and behaviors, ultimately revealing your internal operating system. This is a great course to improve your self-awareness and learn how you make decisions and behave in certain ways.	IEF Values Clarification



“Emotional Intelligence”	25 seats (online, full-day) Yukon University designed this one-day course on Emotional Intelligence, which is a cornerstone of success in all aspects of life. This is a great course to learn ways to foster empathy in your relationships, enhancing your personal and professional connections. This vital skill will propel you towards achieving your goals and thriving in both your personal and work life.	<u>IEF Emotional Intelligence - Online</u>
“The Working Mind”	15 seats (online, full day) Psychological Health & Safety mental health training course designed to initiate a change in how you think, feel, and act about Mental Health. recognize and tackle stigma, understand and use the Mental Health Continuum Tool, learn the skills of resilience during stressful times, and know how to find relevant mental health resources. It is developed by the Mental Health Commission of Canada and lead by Marie Fast.	<u>IEF The Working Mind</u>
“MS Word and Excel tidbits”	20 seats (hybrid, half-day) YG employee Anna Moeller will tailored this course to skill levels and interest. She will review tips and tricks to both MS Word and MS Excel. Learners are encouraged to revisit the course content on their computers after the course, using the provided resources links and handouts. <i>**If learners have a laptop and wish to follow along during the presentation, they are encouraged to bring it or participate online.</i>	<u>IEF Word and Excel Tidbits</u>
Resume writing and interview guidance for YG competitions	20 seats (hybrid, half-day) Career specialists who work in the Diversity and Inclusion Branch, in Yukon government, will share the foundational pieces of what makes a great YG resume. They will also go over critical tips and tricks on how to put your best foot forward in an interview.	<u>IEF Resume and Interview skills in YG</u>

All career support services can be booked for in-person or virtual visits



Career Support Services

Nathalie Ouellet (Career Services Advisor, Yukon government)

Nathalie offers one-to-one career development support for employees at any level. These services are delivered on a first-come-first-serve basis and use a client-centered approach. **Book your session** at <https://careerservicesYG.as.me>.

Rita Koeller (HR Specialist, Business Owner and Instructor)

Rita offers one-on-one individual sessions that offers employees guidance, strategic advice, career planning, self discovery through questioning, goal setting, assistance, support, and self-reflection. These confidential sessions provide a neutral and safe space for employees to discuss any career related matter or want support in their career and leadership journey. **Email** ief@yukon.ca **to book.**

Cultural Support

Lori Duncan (Elder in Residence, Yukon government)

Lori offers one-on-one or small group support that helps create culturally safe and inclusive workplaces across the Yukon government. This role provides guidance and support to all employees. Lori is a respected member of their community and is excited to share her knowledge of Yukon First Nations and/or Indigenous history, spirituality, cultural teachings, ceremonies and healing practices. Lori offers mentorship, guidance, teachings, and can share wisdom drawn from a lifetime of experience. **Email** Lori.Duncan@yukon.ca **to schedule a time** or let know you'll be dropping by, so to ensure she's not with another client.

