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Pride Perseverance Possibilities



GDI Communicator

The GDI Communicator is an internal newsletter intended to increase communication between management and staff of the Gabriel Dumont Institute of Native Studies and Applied Research

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Strategies to Resolve Workplace Conflict

By Shepell

Your Employee and Family Assistance Program (Edited by James Oloo)

In an article that appeared in the December 2013 *GDI Communicator* (page 1), Gabriel Dumont Institute Human Resources Director Jim Edmonson discussed the dangers of workplace conflict, as well as some ways conflict could occur at the workplace. The article noted that “conflict is inevitable.” In this article, we will share seven strategies to combat workplace conflict and help you resolve the conflict in the best way for your organization.

Encourage discussion

Meet with everyone involved and ask each person to summarize their point of view. To find a compromise, work backwards from common long-term goals. Sometimes everyone may agree to disagree which can actually be quite relieving. Just be sure to intervene if employees start to attack each other. Realize that inviting people to speak up may initially increase the level of conflict, but sometimes you have to pass through this to find a solution.

Take ownership

Take a step back and ask yourself whether work conditions had an impact on this issue. If so, you may have to make changes to the way your workplace functions. As a manager, director, or someone in a position of authority, you have to take

some of the responsibility for the problem and be a part of the solution.

Realize the impact

Understand that the employees involved in the conflict are not the only ones affected. Everyone on your team can start to feel the stress of the issue and living through the hostile work environment. Therefore, extend your support to everyone and even ask for input—depending on the type of conflict you are dealing with.

Praise and recognize

Make efforts to reward your team for their hard work and build morale. This could mean a lunch out after meeting a big target or an evening event to celebrate an employee’s milestone. Make sure that your expectations are realistic and consistent and try to treat everyone equally. If your team feels valued and appreciated they will be less likely to start fights or be in harsh competition.

Practice what you preach

You cannot expect your team to act appropriately and get along if you don’t. It doesn’t help to gossip or to be swayed by office politics. Think before you speak and be aware of “danger zones.” Never comment on personal appearance and always

avoid jokes that relate to race, gender, religion, ethnicity, age, disability or sexual orientation. Lead by example and your team will be more likely to follow suit.

Workplace Violence

If workplace conflict ever escalates to threats, sexual harassment, physical contact or intimidation, action must be taken immediately. The employee in a position of authority should help ensure safety of the team. To prevent conflict from reaching this point, try to be as approachable as possible and keep your eyes and ears open for warning signs.

Mitigation and Management

The job of mediator comes with the territory for an employee who supervises others. This can be a real challenge because of the dicey situations you may be faced with and there’s no straightforward rulebook to reach for. Conflict in the workplace is inevitable but by dealing with these issues before they become more complex, you’ll ensure squabbles don’t escalate into poor morale, lost productivity or worse still, harassment. Help create a work environment that lets others succeed by identifying and defining inappropriate behaviour, setting a good example and creating a culture of openness. 





GABRIEL DUMONT INSTITUTE
of Native Studies and Applied Research
NOTICE OF ANNUAL GENERAL MEETING

Notice is hereby given that the Gabriel Dumont Institute Board of Governors has called for an annual meeting of the membership.

Date: Saturday, February 11, 2017

Location: 2002 Airport Drive,
Saskatoon Inn,
Saskatoon, SK.

Time: Registration: 9:30 a.m. - 10:00 a.m.
AGM: 10:00 a.m. - Noon

For further information, please call Rhonda Pilon at (306) 242-6070

GDI Gave Me a Second Chance

By Vernon Natomagan

Dumont Technical Institute (DTI) Program Coordinator Dylan Pelletier asked Adult Basic Education (ABE) students to write about their community of Pinehouse and Gabriel Dumont Institute. Some of the articles by the students are presented in this edition of the GDI Communicator.

Vernon Natomagan is a student in the DTI's ABE (Level 4) program in Pinehouse Lake.

Gabriel Dumont Institute (GDI) has been around for a while and has helped a lot of people. It has offered courses and upgrading in

Pinehouse over the years. Because of the presence of GDI at Pinehouse, many people have had the opportunity to go back to school as adults and earn their high school diploma. Several other people from Pinehouse have completed GDI training programs including carpentry, plumbing, and pipefitting, or even in nursing.

Through the Institute, I am now upgrading my high school education which I did not finish years ago. I regret dropping out of high school when I had the chance. I just did not push myself enough to where I am at

today. Then one day I realized how much I needed a good education, so I got back up and kept trying. When I heard about the ABE program I was interested. I thought I would give it another go, but this time for good.

Many of us do not realize that education is important and that it may open many doors. I recommend this program to people that need to upgrade their education. It has helped me out and it will help anybody that wants it. I am now in Adult Basic Education (Level 4) and looking forward in graduating. I know GDI will be there for me as I consider my next step after graduation. 🌐

"Our History is Who We Are"

By Joanna Natomagan and Helen Natomagan

Joanna Natomagan and Helen Natomagan are Adult Basic Education Level 4 students at Pinehouse Lake.

In our home community of Pinehouse Lake, we have come a very long way from so much negativity. Our town has blossomed and grew from ways that might be painful for some to talk about. There were days when the proportion of the community's population that consumed alcohol was estimated to be in the high 90s. But today, the positive changes that have been achieved by our people are something to be proud of.

About 20 years ago, an interagency group was formed in Pinehouse. It involved local organizations coming together to brainstorm and develop a road map on how to move

our community forward. There are about 45 member organizations today.

The interagency group has adopted the name Reclaiming Our Community Group. It has spearheaded intervention programs and the results have been impressive. While there are still alcohol and drug-related issues, they are not as severe as they once were. Change has come gradually over time. Today, we have a new arena, a preschool, daycares, a co-op store, and an RCMP detachment. There is also a health centre, victim services, wellness centre, Kids First North, as well as schools.

Our town is one big family. It is small so everyone knows each other and what we have all collectively been through. This has

made us stronger as a whole and will continue to look forward to a brighter future for generations to come. As Glen McCallum once said, "Our history is who we are." In our history we have found ourselves, our common purpose, our challenges and strengths. Together we have decided to make tomorrow better for us and the future generation.

With the increased community engagement where regular meetings are held to discuss issues affecting us, we have become very proactive. The community has a strategic plan that is supported by all members and is based on our vision, mission and strategic goals. The future looks great for Pinehouse. Together we are succeeding. And GDI, through its education and training programs, has been a big part of that success. 🌐

SUNTEP graduates have gained excellent reputations as teachers and role models in schools across Canada. Their training combines a sound academic education with extensive classroom experience and a thorough knowledge of educational issues.

PROGRAM FEATURES

- a four-year, fully accredited Bachelor of Education program, offered by the Gabriel Dumont Institute in cooperation with Saskatchewan Learning, the University of Regina and the University of Saskatchewan
- the program is offered in three urban centres -- Prince Albert, Saskatoon, and Regina
- focus on Native Studies and cross-cultural education with an emphasis on Métis and First Nations history and culture
- a solid foundation in the theories and skills of teaching enhanced each year with classroom experience

Photo by James Oloo



Co-Workers and Social Media: To Friend or Not?

By Jim Edmondson

In today's world, where electronic messaging, texting and all types of social media are part of everyday life, saying it's important to understand these platforms and their potential ramifications would be an understatement! What was once a leisurely side activity for people has now evolved into a veritable necessity: studies have shown that 60% of North Americans have at least one social media account, and are more connected with people than ever before. As social media and its use increasingly play a role in our lives, many questions arise about boundaries and privacy. One of the trickiest, most delicate and indeed the most important of these social

media conundrums involve the question of if/how to include colleagues in our social media lives.

Should you accept a co-worker's friend request? Should your co-workers follow you on Twitter or Instagram? There are no hard and fast rules when it comes to answering these questions, but they are important questions that demand some careful thought. Here are some things to consider before a few easy clicks have you sharing more than you would like with your co-workers.

Case by case

Different social media handles may have different "feelings" for some people,

and fit in differently to their lives. While your Twitter may be impersonal, your Instagram account might feel more like a diary. It is perfectly acceptable to grant your co-workers access to one and not the other.

Generational question

Millennials, those born between 1982 and 1994, grew up with social media in one way or another, and as such have a different relationship to it than baby boomers or gen X'ers born between 1960 and 1980. Millennials are often at home in digital media and feel less of a private/public divide, allowing them to feel more comfortable sharing their online personas with their real life co-workers.

Continued on Page 5.

GDI Aboriginal Apprenticeship Update

By Chelsie Scragg and James Oloo

GDI Aboriginal Apprenticeship Project is a three year initiative (2014-2017) aimed at increasing Aboriginal participation in apprenticeable trades in Saskatchewan. The project is funded by Western Economic Diversification Canada and is a partnership involving employers, the industry, and Saskatchewan Apprenticeship and Trade Certification Commission (SATCC)

As of December 2016, the GDI Aboriginal Apprenticeship Project has met and surpassed four out of five performance indicators. We have partnered with 233 employers in 29 different trades (The target was 100 employers in 15 different trades). A total of 356 new

trades-related jobs have been created—which is 237% of the targeted 150 new jobs. Also, 114 clients have been indentured with the SATCC as apprentices (114% of the project's target of 100). Another 76 indentured apprentices have completed at least one term of technical training, surpassing the target of 50.

We are at 80% of the project goal of having 50 Aboriginal participants complete trades-related General Educational Development (GED). According to the Saskatchewan Ministry of Education, GED tests measure the academic skills and knowledge expected of the province's high school graduates. The program gives an opportunity to those who do not meet requirement of

Grade 12 education to join the GDI Aboriginal Apprenticeship Project.

Two intakes of the GED program were offered in Saskatoon and Prince Albert. In Saskatoon, 25 Aboriginal individuals started the program and 22 completed, for a completion rate of 88%. For Prince Albert, 32 started and 18 completed - a 56% completion rate. In total, 57 Aboriginal individuals started the trades-related GED and 40 (or 70.2%) successfully completed. As a comparison, the average Adult Basic Education completion rate for Saskatchewan was 63.6% in 2010-2011. A third cohort of the GED is currently being offered in Pinehouse. We anticipate that we will soon meet and /or surpass of the project targets. 🌐



GDI Publishing plays an important role of fundraising for the Métis Veterans Memorial Monument. Photos by James Oloo



2016 Staff Christmas Lunch in Saskatoon

By James Oloo



GDI Executive Director Geordy McCaffrey (L) presenting a gift to Jack Hillson
Photo by Sylvia Moss

As is always a December tradition at Gabriel Dumont Institute (GDI), the Institute employees across the province held Christmas lunch to mark the end of the year, reflecting on the fleeting present and looking forward to 2017.

In Saskatoon, the lunch was held at Il Salici Ristorante at the Willows Golf and Country Club on December 16. The event brought together GDI Board members as well as employees from the Saskatchewan Urban Native Teacher Education Program (SUNTEP) Saskatoon, Human Resources (HR), Finance and Operations, Gabriel Dumont College (GDC), Publishing, Dumont Technical Institute (DTI), and GDI Training and Employment. HR Director Jim Edmondson was the MC.

Following the delicious meal, GDI Board of Governors Vice Chair Glenn Lafleur expressed his appreciation to all employees and on behalf of the Board, wished everyone happy holidays.

Executive Director Geordy McCaffrey announced that the longtime GDI counsel Jack Hillson was retiring. Hillson was thankful for the opportunity to have worked with the Institute and said he will continue to follow the developments at GDI.

Geordy then gave a well-received speech that highlighted successes of all GDI companies during 2016. Some highlights are summarized below.

GDI Training and Employment had 859 interventions with 788 clients across all 12 Métis Nation—Saskatchewan

regions. It's GDI Aboriginal Apprenticeship Project has created a total of 356 trades-related jobs.

GDI Publishing rebranded its publishing operations to help refresh our brand and assist in obtaining long-term funding. This has led to the creation of GDI Press. The Publishing Department received critical success for Leah Marie Dorion's book *My First Métis Lobstick*. The book won the 2016 Saskatchewan Book Award for Children's Literature; and was shortlisted for Aboriginal Publishing Award, and Publishing in Education Award.

A total of 48 new teachers graduated from SUNTEP. The total number of graduates to date is 1,206.

GDC introduced two new programs: Justice Studies, and Practical and Applied Arts Program. It's second cohort of the Master of Education students is expected to graduate in the summer of 2017.

Gabriel Dumont Scholarship Foundation (GDSF) awarded 356 scholarships to Métis students, a 21% increase from the previous year. The total amount of scholarships awarded by GDSF exceeded \$2 million. During the year, GDI partnered with Conexus Credit Union, Farm Credit Canada, Bradyn Parisian, and Leland & Shari Parisian Family to provide a total of 14 new scholarships to Métis students.

During the year, GDI had a total of 191 full time employees. Of these, 71% were women. As well, 54% of the Institute employees self-identified as

Métis. GDI Training and Employment had the highest proportion of employees who are Métis at 81%.

DTI had a total enrolment of 849 students, the highest in three years. DTI also delivered a total of 40 Adult Basic Education and Skills training programs, the highest number of programs it delivered in three years. Since January 2016, GDI Testing Services has delivered 438 General Educational Development (GED) exams across the province including 148 that have been delivered via the Institute Mobile Lab. This is 20% more GED exams delivered than in 2015.

Payments by Electronic Funds Transfer (ETF) have been implemented Finance and Operations, and these are increasing becoming popular among employees and vendors. Payment process time has significantly reduced. As Cory McDougall says, "The main goal of Finance and Operations is to serve the staff, students and clients of the Institute. And as long as Finance and Operations is doing its work well, they are like a good officiating crew – nobody even realizes that they are there doing the job."

There was a tense moment when an employee lost his wedding ring. He was searching through trash when someone asserted that the ring had been found.

Non-perishable foods and \$300 were raised for the foodbank at the staff Christmas lunch. 🍷



Gabriel Dumont Institute Central Office, Saskatoon
Photo by James Oloo



Co-Workers and Social Media ... *Continued from Page 3*

If social media was something you encountered a little later in life, it may feel strange for you to share this facet of yourself with your colleagues. Respect your own boundaries, and recognize the generational differences that are at play.

Consistency is the key

Inevitably, we will have a connection with and be closer to some co-workers than to others. But if you are picking and choosing who to accept as a friend in the social media, you might run into hurt feelings and awkward conversations. If you are going to implement a rule such as “no friending of co-workers,” stick to it across the board.

You post it, it will be seen

Despite privacy settings and whom your friend or follower list includes, always be mindful about posting complaints about your workplace, tirades about your boss, or pleas for a new place of employment. Even if your posts get personal, keep in mind that they might be seen by people you work with, and proceed accordingly.

Log out when clocked in

Once you accept friend or follower requests, the people you work with will begin to see your online activity. Of course this sounds like common sense, but keep it in mind when you consider posting something while you are actually at work. While it

is implicitly understood that most of us do check our social media accounts during work hours, it can appear unprofessional. Save those posts for your lunch break or for when the work day is done.

Social media is still a relatively new mode of communication and networking. Many have not quite caught up with it in terms of figuring out how to use it. However, there is no question that it is potent and could impact your mental health. So, do pay attention to how you feel and never do anything you aren't comfortable with. If you aren't sure about whether you want to make that colleague a “friend,” give it time: their request will still be there the following week. 🌐



GDI Publishing plays a key role in raising funds for the Métis Veterans Memorial Monument. Photo by James Oloo

Payroll Cutoff Calendar, January 2017

By Carmala Thiessen and Veronica Buschnyski

| SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY |
|--------|---|--|---|---------------------------------|--|----------|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| | Stat Holiday | Cutoff @ Noon for Jan 6 Student Payroll Cutoff @ 4:30 for Stop Pmts on Student Jan 6 Direct Deposit | | Accounts Payable Cheque/EFT Run | Student Payday Cutoff @ 4:30 for A/c Payable Invoices | |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| | Cutoff @ 4:30 for TMS & Payroll Revisions for Jan 13 Payday Cutoff @ 4:30 for Jan 20 Student Payroll | | | Accounts Payable Cheque/EFT Run | Staff Payday Cutoff @ 4:30 for A/c Payable Invoices | |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| | | Cutoff @ 3:00 for Stop Payments on Student Jan 20 Direct Deposits | | Accounts Payable Cheque/EFT Run | Student Payday Cutoff @ 4:30 for A/c Payable Invoices | |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| | Cutoff @ 4:30 for Feb 3 Student Payroll | | Cutoff @ 4:30 for Timesheet & Payroll Revisions for Jan 31 Payday | Accounts Payable Cheque/EFT Run | Cutoff @ 4:30 for A/c Payable Invoices | |
| 29 | 30 | 31 | | | | |
| | | Staff Payday Cutoff @ 3:00 for Stop Payments on Student Feb 3 Direct Deposits | | | | |

Employee contracts due prior to payroll cutoff date.



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Visit us at
www.gdins.org

Back issues of this newsletter
can be obtained at:

[www.metismuseum.ca/browse/
index.php/833](http://www.metismuseum.ca/browse/index.php/833)

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GABRIEL DUMONT INSTITUTE
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3737 Wascana Parkway
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<http://gdi.voyager.uregina.ca/>

GDI Library Prince Albert

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GDI Mission:

To promote the renewal and the development of Métis culture through research, materials development, collection and the distribution of those materials and the development and delivery of Métis-specific educational programs and services.



GABRIEL DUMONT INSTITUTE
of Native Studies and Applied Research