

Learning Agreement
Heritage Training Program
Between: Inuit Heritage Trust and Participant
[Date Range]

Statement of IHT’s Commitment to Heritage Training

IHT is committed to helping Nunavut beneficiaries graduate with post-secondary qualifications so that they will become heritage leaders in Nunavut and Canada. In order to have a real and immediate impact, IHT is committed to mentoring, providing modest support in addition to existing financial support programs and to using our network to find relevant employment during holiday times and after ones training is completed.

Individual Learning Goals

This is a personalized learning agreement for [Participant Name]. [Participant] learning goals are all geared towards them entering and completing the [Name of college/university program] at [Institution Name]. This program will allow [list qualifications and benefit to Nunavut’s heritage sector]. Specific learning goals are noted under each individual course/workshop learning objectives. After the completion of the Program, [Participant] is expected to pursue employment in Nunavut within the heritage sector. If no such employment opportunities exist upon graduation, it will be expected that she will continue to be active in the heritage sector and to be a heritage leader. Then, when there is an opportunity for employment in a conservation or collections-related field, they will be expected to apply for it.

Steps to be completed to reach the Learning Plan goals

There are three main steps for [Participant] to reach their goals:

1. Completion of ...
2. Then...
3. Followed by... to complete the qualification by [Date].

Specified reading and out-of-class preparation

No out of class or preparatory reading is required for this agreement aside from the regular expectations of her coursework.

Nature of Participation

Participants are required to participate in the process of developing their career through post-secondary education. This may include upgrading and gaining additional qualifications if required in order to apply for or continue in their program. It is up to the participant to be proactive and to enter this agreement with the intent to succeed and continue the training plan to its agreed upon conclusion. This also includes regularly communicating with IHT staff about their learning process, especially when there may be additional but unanticipated benefits and set-backs to their development.

Method of Evaluation

IHT will evaluate the success of this learning agreement informally on-going and formally annually from the date on which it was signed. If the steps planned to reach the ultimate learning goals are not being achieved to the satisfaction of IHT, they may re-visit the goals, the terms of the agreement and ultimately have the right to terminate the Learning Agreement.

Students are required to submit official grades for their courses to prove they have been successfully completed. They must maintain an overall average of 70% / B- in their courses in order to continue receiving IHT's support of their participation. This information will be kept in folders for the individual and not used or shared with anyone or any other organization except for proving that the student is meeting the terms of the Learning Agreement with IHT.

Attendance requirements

Students must attend all scheduled classes, exams and other mandatory learning events connected to their program. Occasional sickness of them or their children is an acceptable absence and the participant must ensure they catch up with anything they missed.

Should there be any new issue that develops which is threatening their full attendance, they must communicate with IHT about this immediately. If in the event of numerous and extended absences from their program, IHT may cancel their support through the Heritage Leadership Program and terminate our agreement. In some cases, this may mean that the student would need to return to their home community before their program is completed.

What you can expect to gain from the Heritage Leadership Program

- Advice on heritage career planning
- Information and links to existing heritage post-secondary training programs in Canada
- Mentoring in overall career and life goal-setting
- Support along the way both academically (where possible) and personally
- Help in locating local resources necessary for supporting academic success (ie. local helping organizations, housing, daycares, etc...)
- Help in applying for regular sources of funding for post-secondary education
- Modest financial support for mandatory materials and supplies, course fees, etc...that are not covered by other regular sources of post-secondary funding programs. The need for financial support will be discussed with IHT and decided upon on a case-by-case/item-by-item basis
- Help in locating meaningful employment during summertime or scheduled gaps in training delivery.
- Application to funding programs during these gaps so that the participant may earn a better wage during their short-term employment
- Help in locating and applying for relevant employment after their studies have finished

What you can expect from IHT Staff

- To have experience and/or general awareness of the topics you are studying
- To clearly communicate in a timely manner so the program and individual learning plan can be understood
- To be interested in growing your career in a holistic fashion

- To be an advocate for your training and for Inuit heritage training in Nunavut in general
- To be available for consultation about personal concerns relating to the course outside class (not professional long-term counseling)
- To be respectful of you as a learner and keep personal issues discussed in confidence unless it results in large adjustments or the termination of the Learning Agreement. The only other people that may learn of general personal issues if it affects the Learning Agreement is IHT management or board, no one else outside of IHT.

What IHT/the Heritage Leadership Program expects of you

- To enter into the Heritage Leadership Program with the full commitment and intention to complete the Learning Agreement as set out
 - Carry out set tasks and programs in a timely and dedicated manner
 - Meet the grade average minimum of 70% / B-
 - Report upon each step of your progress, supplying receipts, copies of certificates, etc...as proof of your completion
 - To identify professional and personal development needs and goals
 - Be the main driver in formulating an action plan to achieve goals
 - Seek regular guidance and advice on effective approaches to practice
 - Accept responsibility for personal decisions and actions and maintain confidentiality
- Be receptive to feedback and coaching

Please sign below, indicating that you have read and agree with the Learning Agreement.

I _____ (print name) agree to the above points. If I ever have any questions about any aspect of this agreement, I will speak to IHT staff.

Participant

Signed Date

Witness to Participant Signature

Signed Date

IHT

Signed Date

Witness to IHT Signature

Signed Date

Contact Information IHT:

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Contact Information Participant:

Name

Address

Phone Number

Email