



**ONWAA**

ONTARIO NATIVE WELFARE ADMINISTRATORS' ASSOCIATION

# COURSE CATALOGUE

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2026-2027

*Dedicated to providing culturally appropriate social service training since 1972.*

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If you have any questions about the training offered in this catalogue, please contact our team at **705-942-3157** or email [info@onwaa.ca](mailto:info@onwaa.ca).

## About Us

The Ontario Native Welfare Administrator's Association (ONWAA) is a professional association committed to providing culturally appropriate training and services to First Nation social service administrators.

ONWAA is a First Nation membership owned non-profit organization in Ontario. For over 54 years, ONWAA has established a reputation as a leader in training and advocacy in the delivery of First Nation social programs.

ONWAA is committed to providing quality professional services to First Nation communities, while respecting local delivery needs and realities. We take pride in supporting First Nations to build community capacity and enhance social services.

Included in this course catalogue is an overview of the training and courses ONWAA provides. Our accomplished and experienced staff can provide training courses in this catalogue or provide customized training to cater to the specific needs of communities.

## Core Competencies & Values

ONWAA's staff strives to maintain Organizational Values and Core Competencies. These values provide guidance to reflect the organization's unique ideals and beliefs. ONWAA is proud to integrate competencies and values from an Indigenous Lens into our work and services. We are committed to continued professional growth to best serve our membership in culturally connected ways.

### ONWAA's 4 Values:

- 1) Indigenous Cultural Integrity
- 2) Community Capacity Building
- 3) Effective Interactive Communication
- 4) Initiative

# Main Training

These courses include ONWAA's specialized, paid training products. Pricing for courses is \$1600/day for members and \$2500/day for non members.

| Course                                                     | Length | Delivery                                | Audience                                                          | Description                                                                                                                                                                                                                                                                                                                                            |
|------------------------------------------------------------|--------|-----------------------------------------|-------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Achieving Accessibility Standards for First Nations</b> | 2 days | Webinar<br><br>In-Person<br><br>E-Learn | Income Assistance Staff                                           | Achieving Accessibility is the process of improving the individual's quality of life in today's society. This training will provide participants with strategies and tools to ensure accessibility and social inclusion are achievable standards within their community and how to provide services in ways that are non-judgmental and equal for all. |
| <b>Administrator Authority</b>                             | ½ day  | Webinar<br><br>In-Person                | Income Assistance Staff<br><br>Chief & Council & Upper Management | During this session, participants will gain an in-depth understanding of the roles of the First Nation Ontario Works Administrator, Chief & Council, Ministry of Children, Community and Social Services (MCCSS), and clients. They will also review the delegation of authority.                                                                      |
| <b>Advanced Case Management Skills</b>                     | 3 days | In-person                               | Income Assistance Staff                                           | A workshop dedicated to communication, problem-solving, and progression planning with recipients to engage and motivate change and progression. Specialized skills and                                                                                                                                                                                 |

|                                             |        |                          |                                                                       |                                                                                                                                                                                                                                                                      |
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|                                             |        |                          |                                                                       | training will be provided to those front-line workers who work exclusively to motivate and facilitate individuals to reach their employment goals.                                                                                                                   |
| <b>Case Management</b>                      | 2 days | Webinar<br><br>In-person | Income Assistance Staff                                               | Case management, or sometimes termed “case coordination”, supports the clients’ achievement of safe, realistic and reasonable goals within a complex health, social and fiscal environment.                                                                          |
| <b>Chief &amp; Council Bilateral</b>        | ½ day  | Webinar<br><br>In-person | All Income Assistance Staff<br><br>Chief & Council & Upper Management | This session provides an overview of Income Assistance in Ontario and the rest of Canada. It includes directions communicated on the provincial and national levels.                                                                                                 |
| <b>Client-Centered Engagement</b>           | ½ day  | Webinar<br><br>In-person | Income Assistance Staff                                               | Strategies to understand, engage, and motivate individuals we serve and those we partner with.                                                                                                                                                                       |
| <b>Coaching From a Trauma-Informed Lens</b> | 3 days | Webinar<br><br>In-person | Everyone                                                              | Trauma-informed care requires an understanding of how historical trauma and experiences can impact individuals, communities, and front-line workers. This workshop will provide an overview of core principles of trauma-informed care, with an emphasis on coaching |

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|                                                                    |        |                          |                         | and emotional intelligence competencies required to coach and motivate individuals effectively.                                                                                                                                                                                                                          |
| <b>Cultural Competency</b>                                         | ½ day  | Webinar<br><br>In-person | Everyone                | This is a first glance at Indigenous peoples in Ontario, including terminology, differences in protocols, colonization, and the vast differences between First Nations communities within the Ontario context. Best practices and relationship building with on-reserve Income Assistance offices will be explored.      |
| <b>De-escalation, Personal Protection, &amp; Boundaries</b>        | 1 hour | Webinar<br><br>In-person | Income Assistance Staff | This workshop will provide frontline workers with the effective skills and strategies needed to de-escalate crises while maintaining personal protection and minimizing harm. Participants will learn how to recognize escalating situations and how to respond using communication or physical intervention techniques. |
| <b>Designing Culturally Appropriate Income Assistance Programs</b> | 2 days | E-Learn<br><br>In-person | Income Assistance Staff | This two-day interactive workshop provides best practices from Income Assistance models from around the world to generate ideas and facilitate discussions to identify essential supports and provisions                                                                                                                 |

|                                                 |          |                          |                                          |                                                                                                                                                                                                                                                                                                                                                                                                                         |
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|                                                 |          |                          |                                          | required to live a culturally appropriate sustainable lifestyle in First Nations.                                                                                                                                                                                                                                                                                                                                       |
| <b>Financial Literacy and Budgeting</b>         | 1.5 days | In-person                | Income Assistance<br><br>Financial Staff | This workshop provides a basic introduction of financial processes to effectively manage Income Assistance programs and breaks down the process of bank reconciliation of understanding.                                                                                                                                                                                                                                |
| <b>Lands and Estates</b>                        | 1-2 days | In-Person                | Income Assistance Staff                  | In this session, participants can expect to learn information on estate planning, guardian and trusteeships, estate executor appointment, how to create a will, and processing and managing estate settlements.                                                                                                                                                                                                         |
| <b>Life Stabilization &amp; Case Management</b> | 1 day    | In-Person<br><br>E-Learn | Income Assistance Staff                  | Case management is the practice of working with individuals and stakeholders to develop client-centered plans that coordinate and integrate support services and resources needed to stabilize, support, & motivate an individual's journey from where they are. Integrating Life Stabilization supports within case management allows case managers to support clients' unique needs to achieve stabilization and Mino |

|                                                     |                |                          |                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
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|                                                     |                |                          |                         | Bimaadiziwin- 'the good life'.                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Local Policy Development</b>                     | Based on needs | In-Person<br><br>Webinar | Income Assistance Staff | Case management is the practice of working with individuals and stakeholders to develop client-centered plans that coordinate and integrate support services and resources needed to stabilize, support, & motivate an individual's journey from where they are. Integrating Life Stabilization supports within case management allows case managers to support clients' unique needs to achieve stabilization and Mino Bimaadiziwin- 'the good life'. |
| <b>Mental Health First Aid First Nations</b>        | 20 hours       | In-Person                | Income Assistance Staff | Mental Health First Aid First Nations is an interactive 20-hour certificate course that is designed to provide an opportunity for First Nations participants and others who work with First Nations to learn and have serious conversations about mental health and wellness.                                                                                                                                                                          |
| <b>Motivational Strategies of Change Management</b> | 3 days         | In-Person                | Income Assistance Staff | The objective of this workshop is to understand the stages and theories of change and explore tools and strategies to support the                                                                                                                                                                                                                                                                                                                      |

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|                                                                               |          |                          |                                                   | transition of change for individuals and organizations. A portion of this unit will focus on conflict, resistance to change, and various personality traits when dealing with conflict and change.                                                                                                                                |
| <b>Self Employment</b>                                                        | ½ day    | In-Person<br><br>Webinar | Income Assistance Staff<br><br>Employment Workers | This course is designed to educate the caseworkers working with participants on self-employment on the appropriate way of delivering the program under Ontario Works legislation.                                                                                                                                                 |
| <b>Social Inclusion</b>                                                       | 1.5 days | In-Person<br><br>Webinar | Income Assistance Staff                           | This session will network with other communities to identify how to make our clients feel accepted in society. Participants will gain knowledge and discuss best practices when delivering programs in their communities.                                                                                                         |
| <b>Self-Care &amp; Resiliency Train the Trainer:<br/>Ozhi'mushkuhweze-win</b> | 2.5 days | In-Person<br><br>E-Learn | Everyone                                          | This workshop will provide participants with tools and strategies to enhance personal wellness, build resiliency, prevent burnout, and to share the knowledge with others in your field. As a train-the-trainer workshop, the overall goal of this session is for you to become a community champion as a "self-care expert", and |

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|  |  |  |  | walk away from the workshop with a toolkit and skillset to lead self-care retreats for others to improve their own self-care, wellness, and resiliency |
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## MYC Training & Development

These courses are ONWAA's training products that are subsidized by the Ministry of Children, Community, and Social Services for First Nations delivery agents in Ontario.

| Course                        | Length  | Delivery             | Audience                | Description                                                                                                                                                                                                                                                                       |
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| <b>Assets</b>                 | ½ day   | Webinar<br>In-Person | Income Assistance Staff | This training will provide an in-depth review of determining assets.                                                                                                                                                                                                              |
| <b>Assignment of Benefits</b> | 1 hour  | Webinar<br>In-Person | Income Assistance Staff | This session will provide step-by-step instructions on how to process an Assignment of Benefit application, identify reimbursable amounts, record reimbursement income evidence, and process reimbursements for OW and Ontario Disability Support Program (ODSP) overlap periods. |
| <b>Case Notes</b>             | 2 hours | Webinar<br>In-person | Income Assistance Staff | Participants can expect to learn that case notes build a better understanding of the client. The ongoing notes that you record contain information, plans, and                                                                                                                    |

|                                            |        |                                         |                                                                   |                                                                                                                                                                                                                                                                                                                                                                                    |
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|                                            |        |                                         |                                                                   | the progress of the community member.                                                                                                                                                                                                                                                                                                                                              |
| <b>Chief &amp; Council – Ontario Works</b> | 1 day  | Webinar<br><br>In-person                | Income Assistance Staff<br><br>Chief & Council & Upper Management | Developed for Chief and Council, this session provides an overview of the OW service contract, the roles of MCCSS, Chief and Council, the Ontario Works Administrator, and the clients, as well as rates, important dates, and common situations the First Nation Ontario Works Administrator may experience                                                                       |
| <b>Directives Training</b>                 | 2 days | Webinar<br><br>In-person<br><br>E-Learn | Eligibility Review Officer                                        | Participants will learn how to process and calculate assistance, determine and monitor eligibility, provide benefits, manage participation, and meet program standards according to the Ontario Works Act, regulations, and policy directives. Participants can expect to participate in group discussions and share best practices on how to exercise administrators' discretion. |
| <b>Discretionary Benefits</b>              | ½ day  | Webinar<br><br>In-person                | Income Assistance Staff                                           | An in-depth look at discretionary benefits.                                                                                                                                                                                                                                                                                                                                        |
| <b>Eligibility Verification Process</b>    | ½ day  | Webinar<br><br>In-person                | Income Assistance                                                 | This session reviews the legislative and program requirements, as well as third-party checks, and                                                                                                                                                                                                                                                                                  |

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|                               |          |                                         | Case-Worker                                               | the eligibility verification process and outcomes.                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>Employment Programming</b> | ½ day    | Webinar<br><br>In-person                | Income Assistance Staff<br><br>Employment Worker          | This training will provide participants with an overview of Employment Assistance legislative requirements and best practices.                                                                                                                                                                                                                                                                                                                               |
| <b>Enhanced Verification</b>  | 1.5 days | Webinar<br><br>In-person<br><br>E-Learn | Income Assistance Staff<br><br>Eligibility Review Officer | The Enhanced Verification workshop will assist case managers in strengthening their case files and identify Ontario Works file requirements, audit requirements, and program standards. Participants can expect to explore various websites and portals to help recipients access benefits they may be eligible to receive and learn how to obtain and use third-party information for verification to support case files and determinations of eligibility. |
| <b>Equifax Verification</b>   | ½ day    | Webinar<br><br>In-person                | Income Assistance Staff<br><br>Eligibility Review Officer | Learn how to register and request access to Equifax reports and how to use the information for verification purposes.                                                                                                                                                                                                                                                                                                                                        |
| <b>Form Completion</b>        | ½ day    | Webinar<br><br>In-person                | Income Assistance Staff<br><br>Case-Worker                | This covers in-depth training on how to complete all mandatory Ontario Works forms.                                                                                                                                                                                                                                                                                                                                                                          |

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| <b>Funerals &amp; Burials</b>  | 2 hours | Webinar<br><br>In-person | Income Assistance Staff<br><br>Chief & Council & Upper Management | This session will help Ontario Works staff define roles and responsibilities for funeral and burial arrangements when a community member passes away. Participants will learn how to process funeral and burial requests for Social Assistance Recipients (SARs) and Non-Social Assistance Recipients (Non-SARs) and how to receive reimbursements. |
| <b>Income &amp; Exemptions</b> | ½ day   | Webinar<br><br>In-person | Income Assistance Staff                                           | Participants will learn the requirements of writing letters for the delivery of Ontario Works, including the Notice of Decision.                                                                                                                                                                                                                    |
| <b>Internal Reviews</b>        | ½ day   | Webinar<br><br>In-person | Everyone                                                          | An internal review is an administrative process that occurs when a recipient does not agree with a decision that affects their social assistance. In this training, participants will learn how to establish and complete an internal review process according to the Ontario Works Act & Regulations.                                              |
| <b>Letter Writing</b>          | ½ day   | Webinar<br><br>In-person | Income Assistance Staff<br><br>Case-worker                        | This training is designed to equip participants with the essential skills required to write clear, professional, and accurate correspondence within the Ontario Works                                                                                                                                                                               |

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|                                   |        |                      |                         | <p>legislations. By the end of this course, participants will be able to write effective Delegations of Authority in according to policy requirements, prepare Notice of Decisions per program standards and understand the role of written communication in service delivery programs.</p> <p>This is ideal for all staff regardless of professional levels working with Ontario Works or related social services roles who wish to strengthen their written communication skills.</p> |
| <b>Month End Processes</b>        | ½ day  | In-Person            | Income Assistance Staff | Learn about required month-end processes, including subsidy claims and bank reconciliations.                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>Navigating Resources</b>       | 1 hour | In-Person<br>Webinar | Income Assistance Staff | Learn about resources available to First Nation Ontario Works offices from MCCSS and ONWAA.                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>New Administrator Training</b> | 2 days | In-Person<br>Webinar | Income Assistance Staff | This session is for new administrators and caseworkers that will focus on how to properly take an application, client verification, case file standards, and an                                                                                                                                                                                                                                                                                                                         |

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|                                               |          |                          |                                                                   | overview of Ontario Works policies.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>Outcome Measures</b>                       | 1.5 days | In-Person<br><br>Webinar | Income Assistance Staff                                           | This training will provide participants with an understanding of the outcomes that are measured within the Ontario Works program and how to choose outcome targets that are reflective of community resources and priorities.                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Privacy &amp; Third-Party Verification</b> | 1.5 days | In-Person<br><br>Webinar | Income Assistance Staff<br><br>Chief & Council & Upper Management | This training will explore best practices of how information is collected, verified, and safeguarded, and how to obtain specific information required to meet Ontario Works program standards. This training will introduce guidelines for information sharing to conduct third-party verification and will provide participants with an understanding of how to maintain privacy and confidentiality in the workplace. Together, we will share third-party verification best practices and explore the differences of third-party verification of First Nations vs. different technology systems. |
| <b>Recoveries &amp; Repayments</b>            | ½ day    | Webinar<br><br>In-person | Income Assistance Staff                                           | This training will provide participants with the practical tools required to navigate managing recoveries and                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |

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|                              |           |                                 |                                                                                  | <p>repayments within the Ontario works program. By the end of this course, participants will be able to identify cases require recovery of funds, calculate and determine appropriate recovery actions, manage repayment agreements including monitoring and adjusting, and apply legislative requirements to ensure compliance and accountability. This is ideal for staff responsible for case management and wish to enhance their skills in recoveries and repayments with accuracy and consistency.</p> |
| <b>Service Planning</b>      | 2.5 hours | <p>Webinar</p> <p>In-person</p> | <p>Income Assistance Staff</p> <p>Chief &amp; Council &amp; Upper Management</p> | <p>This session is an overview of the service planning process. Participants can expect to learn the elements of a service plan, understand how the service plan can assist in achieving outcome measures, and explore best practices on facilitating a planning process that is reflective of your program, participants, and community.</p>                                                                                                                                                                |
| <b>Subsidy Claim Process</b> | 1 hour    | <p>Webinar</p> <p>In-person</p> | Income Assistance Staff                                                          | <p>This session is a step-by-step guide to preparing the monthly Subsidy Claim form, explaining</p>                                                                                                                                                                                                                                                                                                                                                                                                          |

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|                                                             |        |                          |                                                                                          | how the advance Electronic Funds Transfer (EFT) funds are adjusted and deposited.                                                                                                                                     |
| <b>Transfer Payment Ontario (TPON) &amp; Budget Package</b> | 2 days | Webinar<br><br>In-person | Income Assistance Staff<br><br>Chief & Council & Upper Management<br><br>Financial Staff | This training guides participants on registering for TPON and how to complete the Ontario Works Budget Package and MCCSS reporting requirements.                                                                      |
| <b>Transitional Support Fund (TSF)</b>                      | 1 hour | Webinar<br><br>In-person | Income Assistance Staff                                                                  | Upon completion of this session, you will understand TSF policies, how to process TSF payments, the application process, and reporting requirements.                                                                  |
| <b>Transitional Child Benefit (TCB)</b>                     | ½ day  | Webinar<br><br>In-person | Income Assistance Staff                                                                  | During this course, participants will learn how to calculate the mandatory Transitional Child Benefit, how to determine recovery amounts, and how to calculate assistance where an amount is being recovered for TCB. |

# Homemakers Training

ONWAA's culturally appropriate training for Homemakers Coordinators to learn best practices, safety, and skills for Homemakers servicing clients in their homes.

| Course                                                                  | Length  | Delivery | Audience             | Description                                                                                                                                                                                                                                                                                                                       |
|-------------------------------------------------------------------------|---------|----------|----------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Childcare and Development as a Role</b>                              | 1 day   | E-Learn  | All Home-maker Staff | This online training session is for Homemakers and PSWs to understand the importance of their roles when in a home working with clients on the care of a child or children and training and instruction in household management and the care of children. The exploration of referrals to other resources will also be discussed. |
| <b>Coaching and Mentoring Clients in Food Preparation and Nutrition</b> | 4 hours | E-Learn  | All Home-maker Staff | This online training session is for Homemakers and PSWs working with clients around the area of food preparation to understand their role and best practices in food preparation and coaching clients on nutrition.                                                                                                               |
| <b>Coaching and Mentoring Clients in Personal Finance</b>               | 4 hours | E-Learn  | All Home-maker Staff | This training session is for Homemakers and PSWs working with clients who require basic personal finance training to support them in the home.                                                                                                                                                                                    |

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| <b>Homemakers Financial Literacy</b> | 6-8 hours                              | E-Learn<br><br>In-person<br><br>Webinar | All Home-maker Staff     | Participants will learn to understand the cost of administration, direct service funding, and where their funding is coming from to facilitate their Homemakers program. This course will provide information on how to submit their monthly reporting. During this session, participants will participate in hands-on exercises to increase their knowledge of the financial aspects of their homemakers' program.                  |
| <b>Homemakers Core</b>               | 1.5 days in person<br><br>1 day online | E-Learn<br><br>In-person<br><br>Webinar | Home-Makers Coordinators | In this online training session, participants will learn the obligations and limitations of community Homemakers services under the Homemakers and Nurses Services Act (HNSA). This session provides an in-depth exploration of the application process, mandatory and supplementary forms with interactive case studies will solidify attendees' knowledge. Monthly reporting and one-time funding requests are explored in detail. |
| <b>Homemakers Local Policy</b>       | 1 day in person<br><br>½ day online    | E-Learn<br><br>In-person                | Home-Makers Coordinators | Participants will learn the foundational skills required for development and implementation of local policy unique to their community specific                                                                                                                                                                                                                                                                                       |

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|                                     |        | Webinar                  |                           | to the Homemakers program. A baseline understanding of HNSA expectations reflected in local community policy with a main focus on balancing compliance while championing community autonomy.                                                                                                                                                                                                               |
| <b>Homemakers Case Management</b>   | ½ day  | Webinar<br><br>In-Person | Home-Makers<br>Coordintor | Participants will learn the foundational skills needed to effectively support clients in maintaining safe and independent living environments. This session will cover best practices in assessing, care planning, communicating and coordinating services through homemaker's support. We will offer practical tools, activities and networking opportunities to enhance services and client experiences. |
| <b>Home Cleaning and Organizing</b> | 1 day  | E-Learn                  | All Home-maker<br>Staff   | This virtual training session is for Homemakers and Personal Support Workers to understand the importance of their roles, client management, and best practices of keeping homes clean and organized for clients.                                                                                                                                                                                          |
|                                     | 3 days | Webinar                  | Home-Makers<br>Coordintor | Ontario Works Administrators and Homemakers                                                                                                                                                                                                                                                                                                                                                                |

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|  |  | In-Person |  | Coordinators attending this Homemakers Policy Development session will gain knowledge and discuss best practices, processes, and procedures when developing policies and procedures for the Homemakers program. |
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# Digital Training

ONWAA's Digital Training offers E-Learn opportunities to improve computer proficiency for all roles.



| Course                    | Length                     | Delivery | Audience | Description                                                                                                                                                                                                                                                  |
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| <b>Digital Literacy 1</b> | 1.5 days<br><br>Self-paced | E-Learn  | Everyone | This training will provide participants with a fundamental understanding of how to use their computer systems for an office environment.                                                                                                                     |
| <b>Digital Literacy 2</b> | 1.5 days<br><br>Self-paced | E-Learn  | Everyone | Building on the Digital Literacy I course, and for those who are familiar with basic digital literacy concepts, the Digital Literacy II course will focus on intermediate skills and knowledge to aid social assistance staff and managers in the workplace. |

# Certificate Programs

## **First Nation Social Service Administrator Certificate (FNSSAC)**

The First Nation Social Service Administrator Certificate (FNSSAC) program is a four-module certificate offered online in partnership with Algoma University. It is recognized by MCCSS.

Students will gain a comprehensive overview of the Ontario Works program and explore various skills and knowledge to implement the program effectively. Accreditation occurs for all four modules thru Algoma University.

This program is a pre-requisite to get into the ONWAA/Algoma University First Nation Social Policy and Community Development Certificate which is now offering new courses.

## **First Nation Social Policy & Community Development Certificate (FNSPCD)**

The First Nation Social Policy and Community Development Certificate (FNSPCD) is a 10-course Algoma University Certificate offered in partnership with Algoma University.

This program will provide students with an introduction to key issues in social policy and community development relevant to First Nations service programs. Students will be exposed to a range of community approaches, skills, and methods necessary for researching relevant policies, identifying community, regional/tribal, and national policy-making organizations, analyzing and critically examining gaps in existing policy, and identifying challenges and best practices related to processes for policy implementation in First Nations communities. The course will introduce methods for preparing policy briefs for Chief and Council, community members, and external government agencies, as well as advocating for policy change at the local, regional, and national levels.

The First Nation Social Service Administrator Certificate (FNSSAC) is a prerequisite into this certificate. FNSSAC Module III and Module IV courses count towards the 10 required courses.

**Please email [info@onwaa.ca](mailto:info@onwaa.ca) or call (705) 942-3157 for more information.**

# FNSSAC Certificate Program

| Course                                                      | Length | Delivery  | Audience | Description                                                                                                                                                                                                                                                                         |
|-------------------------------------------------------------|--------|-----------|----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>FNSSAC Module 1:<br/>Financial Assistance</b>            | 5 days | Webinar   | Everyone | <p>This course is the first of four modules that comprise the First Nation Social Service Administrator Certificate.</p> <p>Participants will learn an overview of the Ontario Works program, directives, and processes of administering financial assistance on First Nations.</p> |
| <b>FNSSAC Module 2:<br/>Employment Assistance</b>           | 5 days | Webinar   | Everyone | <p>This course is the second of four modules that comprise the First Nation Social Service Administrator Certificate. Participants will learn about Ontario Works Employment Assistance, directives, and processes of administering employment assistance on First Nations.</p>     |
| <b>FNSSAC Module 3:<br/>Social Service Administration I</b> | 5 days | In-person | Everyone | <p>This course provides students with an introduction to social service administration in First Nation communities, aimed at fostering critical analysis, leadership,</p>                                                                                                           |

|                                                                  |        |           |          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
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|                                                                  |        |           |          | <p>written and oral (presentation) skills within a holistic, First Nation/Indigenous framework, emphasizing the applications of these skills within community development and service contexts in First Nation communities. A culturally appropriate model of individual and community empowerment is explored within historical, cultural, and current contexts of First Nations communities.</p>                                                                                                                                                                    |
| <b>FNSSAC Module 4:<br/>Social Service<br/>Administration II</b> | 5 days | In-person | Everyone | <p>This course provides students with an introduction to social service administration in First Nation communities, aimed at fostering critical analysis, leadership, written and oral (presentation) skills within a holistic, First Nation/Indigenous framework, emphasizing the applications of these skills within community development and service contexts in First Nation communities. A culturally appropriate model of individual and community empowerment is explored within historical, cultural, and current contexts of First Nations communities.</p> |

## FNSSAC Schedule & Cost

| Course                                                                                                | Location                                                                                                 | Cost     |
|-------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------|----------|
| Module 1 - CESD 1806<br>Ontario Works Overview<br>April 8 to May 15, 2026                             | ONWAA LMS<br><a href="http://www.onwaa.ca">www.onwaa.ca</a>                                              | \$761.62 |
| Module 2 - CESD 1807<br>Employment Assistance<br>June 2 to July 10, 2026                              | ONWAA LMS<br><a href="http://www.onwaa.ca">www.onwaa.ca</a>                                              | \$761.62 |
| Module 3 - CESD1206<br>Social Service Administration in First Nations I<br>September 2026 (Dates TBC) | In-Person, Sault Ste. Marie (TBC)<br><a href="https://courses.algomau.ca">https://courses.algomau.ca</a> | \$761.62 |
| Module 4 - CESD1207<br>Social Service Administration II<br>February 2027 (Dates TBC)                  | In-Person, Sault Ste. Marie (TBC)<br><a href="https://courses.algomau.ca">https://courses.algomau.ca</a> | \$761.62 |



ONWAA is committed to ensuring our content is accessible to users of all abilities. All materials provided by ONWAA are available in alternative formats, upon request.

We look forward to providing you with culturally appropriate training in 2026-2027.

If you'd like more information or have any questions, please contact:

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