

Introduction

Aboriginal Human Resource Development Agreement (AHRDA)

The policies and procedures defined herein are subject to amendment and ratification by the Board of Directors of the Sahtu Secretariat Inc.

The Yamoria Training Program is financed by a contribution from Human Resource Development Canada (HRDC). The Contribution Agreement with HRDC establishes funding allocations by program, program design parameters, and policy guidelines and defines the management responsibilities of the Sahtu Secretariat Inc. The Sahtu Secretariat Inc. Board of Directors has also provided ongoing direction in the delivery of the Programs. In addition, the Sahtu Secretariat Inc. Board of Directors has passed a resolution providing for District Committees decision-making with respect to program funds.

Administrative policies and procedures associated with the Program are defined in detail with respect to functions such as budget approval, applicant eligibility, the approval process, project monitoring and reporting relationships. Effective implementation of these policies and procedures are essential to the success of the Program.

The roles and responsibilities of parties to this Agreement are also defined in detail. This includes the roles and responsibilities of the Sahtu Secretariat Inc., the Regional and District Program Coordinators, the District Training Committees and the Applicants. A clear understanding of these relationships will assist in program delivery.

It is anticipated that the Sahtu Secretariat Inc. staff and District Coordinators who are responsible for the administration of the Yamoria Training Program will use this manual. Members of the District Training Committees may also use this document as a reference with respect to the details of program delivery, career development and employment opportunities for aboriginal people residing in the Sahtu Region of the Northwest Territories.

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