

ACR Aboriginal Programs Project Program Template

Program Area:	2.0	Workforce Development
Sub Program:	2.4	Programs Sponsored by Government and Non-Profit Agencies
Template:	2.4.16	Urban Aboriginal Petroleum Land Administration Program
Sponsor(s):	<i>Southern Alberta Institute of Technology (SAIT)</i>	

1. Objective

To provide focused pre-employment training at the Southern Alberta Institute of Technology (SAIT) for Aboriginal people that leads to employment in a promising career of petroleum land administration and an increased Aboriginal employment rate.

2. Description

The Petroleum Land Administration Assistant Program is a 29-week program designed to provide 15 students with training at a clerical entry level into a petroleum company. Graduates from this program will have acquired an understanding of the functions of a land department, the clerical skills necessary to provide assistance, and data entry skills in a land system software program. This training is customized to the urban Aboriginal client including the counselling and coaching support required to ensure success. The training program consists of 23 weeks in the classroom and six weeks of unpaid work practicum. Graduates of this program start as entry-level land assistants but they can look forward to significant opportunities to develop their skills and advance within the industry.

Specific program objectives are:

- To develop the office skills relevant to a clerical position in a land administration department
- To train students who will possess the clerical skills at an introductory level as a land administrator
- To provide the necessary life skills for an urban Aboriginal client
- To develop the job skills necessary to function in a corporate culture within a petroleum company

3. Implementation

Some of the key elements for implementation and management of this program are:

- Recruitment is through various urban Aboriginal career and employment organizations within Calgary.
- Criteria for client eligibility includes:
 - Aboriginal
 - Legally entitled to work in Canada
 - At least 20 years of age
 - Resident of Calgary for the last six months
 - Currently on Employment Insurance; or a "Reach Back" client (an individual who has no status with Alberta Human Resources and Employment, e.g., a mother who has not worked in 10 years and is returning to the workforce but is not currently on EI or Social Assistance); or receiving provincial welfare benefits; or an unemployed Albertan; or recipient of maternity (parental) benefits in the previous 60 months to care for their children; or returning to work; or eligible for funding through an Aboriginal funding body such as the Treaty 7 or Métis Nation of Alberta
 - Minimum Grade 10 or equivalent education

4. Timeframe for Results

Students stay in the program for 29 weeks, followed by a six-week practicum.

5. Measurable Criteria

These include:

- Number of students successfully graduating from the program
- Number of students who are employed in the field within six months of graduation

6. Budget

No cost to students. Funding bodies are listed below.

7. Partners and Sponsors

The funding partners are Alberta Human Resources and Employment (AHRE), Treaty Seven Economic Development Corporation, and the Métis Nation of Alberta. Several resource companies and government departments support the program by taking on students for a six-week hands-on practicum. These include: EnCana, TransCanada PipeLines Limited, Indian Oil and Gas Canada, Nexen Inc., Canadian Natural Resources Limited, Imperial Oil Limited and Suncor Energy.

A number of service companies such as Maverick Land Consultants, Cavalier Land Ltd. and Petro Land Services have been involved in providing hands-on training and some have consistently employed students coming out of the program.

8. Experience with the Program

The Petroleum Accounting and Land Administration area of the Energy Department at SAIT is focused on business training in the petroleum industry and has a history of successful programs that have been delivered over the past 14 years.

Of the May 2003 graduating class, 12 out of 15 were employed in the field a week after graduating, many of them hired by their practicum hosts. The program ran in 2003-2004 and 2004-2005 with a 90-per-cent employment rate. The class size has increased from 15 to 16 since 2003.

A new program began Oct 11, 2005.

Program history:

- **Urban Aboriginal Petroleum Land Administration - AHRE, Treaty Seven and Métis Nation of Alberta sponsored program, 2001-2002:** This class achieved an 80-per-cent placement rate less than three months after graduation. Most were employed before the end of the program. This program ran in the previous three years with similar or better placement statistics.
- **Petroleum Land Administration Assistant Program for First Nations - Stoney Band, July 2000 to April 2001:** This program was designed to provide 30 students from the Stoney First Nation with training at a clerical entry level into a petroleum company or at their band offices. The program was delivered on the Stoney First Nation Reserve. Alberta Human Resources and Employment and the Stoney Tribal Administration funded the program. Graduates from this program acquired an understanding of the functions of a land department and the clerical skills necessary to provide assistance. The training program consisted of 804 hours in the classroom and six weeks of unpaid work practicum. The focus of this training was on the Aboriginal client of the Stoney Nation facing barriers to employment due to a lack of skills required for employment in the petroleum industry. This program also provided training related to the administration of oil and gas assets at the band level. Subject areas included land administration training, introductory environmental assessment training and Aboriginal studies.
- **First Nations Advanced Land Administration, January 17 to March 31, 2000:** A 30-day course held over three months designed to enhance previous training in land administration delivered to five select pilot bands (SAIT 1995-1996). The program covered a review of the oil industry and land agreements portion, the legal aspects of First Nations land administration, presentation skills, lease record keeping for First Nations, negotiation skills and an introduction to the use of spreadsheets and databases to manage lease record keeping.

9. General Applicability

This program is good example of how training programs can be tailored to Aboriginal clients.

10. Additional Information or Support

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