

Electives

Grant Proposal Writing-ECDSC 1004

Allows learners the opportunity to be introduced to the general concepts related to effective grant and proposal writing.

The Workplace: Enhancing the Quality of Work Life-ECDSC 1005

Learners will have the opportunity to study the concepts of creating a workplace environment that promotes a quality work life experience. In this course the learner will examine the elements that contribute to a healthy work environment.

Helping Others to Work Collaboratively-ECDSC 1006

This course is structured to allow learners the opportunity to study the concepts of working effectively in a collaborative work environment. In this course the learner will examine the elements that contribute to a work environment that supports collaboration.

Dealing with Problems and Conflict-ECDSC 1007

This course is structured to allow learners the opportunity to study the concepts associated with the resolution of conflict.

Wellness Planning-ECDSC 1008

This course is structured to allow learners the opportunity to study the concepts associated with work related stress and burnout and wellness planning.

Values and Ethics-ECDSC 1009

This course is structured to allow learners the opportunity to study the foundational concepts associated with work related values and ethics as a basis for their professional practice.

Mentorship-ECDSC 1010

This course is structured to allow learners the opportunity to study the foundational concepts associated with mentorship both from a provisional basis and a receptive basis in their professional practice.

Non-Violent Crisis Intervention-ECDSC 1011

Participants will learn how to prepare and manage aggressive situations safely.

Computer 101-ECDSC 1012

This course is structured to allow participants the opportunity to learn the basics of Microsoft Office Word (creating letters), Microsoft Office Excel (managing finances), Microsoft Office Publisher (documentation) and Webmail.

The Learning Manager (TLM)-ECDSC 1013

The Learning Manager is a system used by NSCC online learning to have a flexible learning experience in which course access and instruction is delivered. Learners have the option of completing their Early Childhood Education diploma through an alternate delivery/online learning experience. Throughout this course the learners will explore the components and many functions and abilities of TLM. Participants enrolled in this course can be a support person for co-workers who partake in such a learning experience.



Leadership/ Mentorship Development Program



Early Childhood Development Support Centre
NSCC Burrige Campus
372 Pleasant Street
Yarmouth, NS

Early Childhood Development Support Centre
NSCC Kingstec Campus
236 Belcher Street
Kentville, NS

Leadership/Mentorship

What is it?

It is a 60 hour modular certificate of accomplishment program.

Who is it for?

Existing industry partners in the Early Childhood Education (ECE) field.

The certificate of accomplishment, granted by the Nova Scotia Community College (NSCC), is obtained by completing six modules (10 hours of learning time each) of course material that is delivered in a blended format through various means including; NSCC online course format, Elluminate, face to face interaction or phone conferencing.

Course Description

This program will be a foundation for further NSCC ECE post diploma certificates. The intent is to provide training in the area of management and leadership skills and techniques that will enable the industry partner to enhance the service they currently offer in an accessible format. The course is offered in modular format with three mandatory modules and three electives to complete the 60 hours.

Program Prerequisite

Current employment in the Early Childhood Education Sector

How to Register

To register for the program, return registration form and payment to Monica or Justine at the Support Centre by **November 14**. This will automatically register you in the mandatory modules. *Electives will be chosen at a later date.* For those interested in individual modules, please refer to the newsletter.

Mandatory Modules

- 1. Understanding Self (Start Date: Nov 26)
- 2. Understanding Others (January 2012 via Video Conference)
- 3. Transitioning from Manager to Leader (February 2012 via Video Conference)

Elective Modules * March—May 2012

- 1. Grant Proposal Writing
- 2. The Workplace: Enhancing the Quality of Work Life
- 3. Helping Others to Work Collaboratively
- 4. Dealing with Problems and Conflict
- 5. Wellness Planning
- 6. Values and Ethics
- 7. Mentorship
- 8. Computer 101
- 9. The Learning Manager
- 10. Non-Violent Crisis Intervention

* subject to availability.



Each course is 10 hours. The price for each course is \$60, plus tax, with the exception of Understanding Self and Non-Violent Crisis Intervention as these both require textbooks. Financial assistance is available from the Department of Community Services for those who complete the program

Mandatory Modules

Understanding Self-ECDSC 1001

The purpose of this course is to provide the learner with a foundation of understanding and a general overview of personal strengths, leadership style and wellness.

Understanding Others-ECDSC 1002

The purpose of this course is to provide the learner with a foundation of understanding and a general overview of understanding others in relation to working effectively in the workplace.

Transitioning from Manager to Leader-ECDSC 1003

The purpose of this course is to provide the learner with a foundation of understanding and a general overview of the concepts of managing versus leading in the workplace.

"I took many ideas back to the classroom"

"I like the different ways of delivery. I enjoyed meeting people during the first 3 courses and then working on my own."