

TRAINING OPPORTUNITIES
JULY – AUGUST 2022



Date/Time	Course	Delivered by	Location	Cost
ONGOING				
Ongoing and self-directed (6 hours)	Business Writing Skills https://www.hollandcollege.com/about/customized-training/business-writing-skills-online.html	Holland College	Virtual	\$150 + HST
Ongoing and self-directed (32-40 hours/course)	New Manager Training Microcredential Series https://www.hollandcollege.com/about/customized-training/new-manager-training.html Courses offered in the series: Communication Skills Human Resource Management Performance Management Team Building Skills Leadership Skills Essential Management Skills Organizational Behaviour	Holland College	Virtual	\$249 + HST/course
Webinar (25 minutes)	Workplace Harassment – Are You in Compliance? https://www.youtube.com/embed/fbZc3-BaSkA?rel=0&controls=1&showinfo=0&fs=1&modestbranding=1	WCB	Virtual	FREE

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Webinar (40 minutes)	Young Worker Safety: Changing the Culture https://www.youtube.com/embed/nvC3ekqcFI?rel=0&controls=1&showinfo=0&fs=1&mode=stbranding=1	WCB	Virtual	FREE
Ongoing and self-directed (1 hour)	Onboarding (HR) https://www.cbdc.ca/en/cbdc-onboarding-course	CBDC	Virtual	FREE
Ongoing and self-directed (25 minutes)	Financial Literacy https://www.cbdc.ca/en/financial-literacy	CBDC	Virtual	FREE
Ongoing and self-directed (10 minutes)	Facebook Business Page Tutorial https://www.cbdc.ca/en/facebook-business-page-tutorial	CBDC	Virtual	FREE
JULY				
July 26 9 am – 3:30 pm	Marketing and Promotion for Beginners https://www.upei.ca/professional-development/course/marketing-and-promotion-beginners	UPEI	UPEI Robertson Library Room 208	\$349 + HST
AUGUST				
August 10 9 am – 3:30 pm	Dealing with Difficult People https://www.upei.ca/professional-development/course/dealing-difficult-people	UPEI	UPEI Robertson Library Room 208	\$349 + HST

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Date/Time	Course	Delivered by	Location	Cost
August 25-26 9 am – 12 pm	Managing Stress, Time and Productivity https://www.upei.ca/professional-development/certificates/certificate-in-mental-health-and-well-being	UPEI	Online	\$449 + HST