

**TRAINING OPPORTUNITIES  
AUGUST – SEPTEMBER 2022**



Date/Time	Course	Delivered by	Location	Cost
<b>ONGOING</b>				
Ongoing and self-directed (6 hours)	<b>Business Writing Skills</b> <a href="https://www.hollandcollege.com/about/customized-training/business-writing-skills-online.html">https://www.hollandcollege.com/about/customized-training/business-writing-skills-online.html</a>	Holland College	Virtual	\$150 + HST
Ongoing and self-directed (32-40 hours/course)	<b>New Manager Training Microcredential Series</b> <a href="https://www.hollandcollege.com/about/customized-training/new-manager-training.html">https://www.hollandcollege.com/about/customized-training/new-manager-training.html</a> 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)	<b>Workplace Harassment – Are You in Compliance?</b> <a href="https://www.youtube.com/embed/fbZc3-BaSkA?rel=0&amp;controls=1&amp;showinfo=0&amp;fs=1&amp;modestbranding=1">https://www.youtube.com/embed/fbZc3-BaSkA?rel=0&amp;controls=1&amp;showinfo=0&amp;fs=1&amp;modestbranding=1</a>	WCB	Virtual	FREE

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Webinar (40 minutes)	<b>Young Worker Safety: Changing the Culture</b> <a href="https://www.youtube.com/embed/nvC3ekqcFlA?rel=0&amp;controls=1&amp;showinfo=0&amp;fs=1&amp;mode=stbranding=1">https://www.youtube.com/embed/nvC3ekqcFlA?rel=0&amp;controls=1&amp;showinfo=0&amp;fs=1&amp;mode=stbranding=1</a>	WCB	Virtual	FREE
Ongoing and self-directed (1 hour)	<b>Onboarding (HR)</b> <a href="https://www.cbdc.ca/en/cbdc-onboarding-course">https://www.cbdc.ca/en/cbdc-onboarding-course</a>	CBDC	Virtual	FREE
Ongoing and self-directed (25 minutes)	<b>Financial Literacy</b> <a href="https://www.cbdc.ca/en/financial-literacy">https://www.cbdc.ca/en/financial-literacy</a>	CBDC	Virtual	FREE
Ongoing and self-directed (10 minutes)	<b>Facebook Business Page Tutorial</b> <a href="https://www.cbdc.ca/en/facebook-business-page-tutorial">https://www.cbdc.ca/en/facebook-business-page-tutorial</a>	CBDC	Virtual	FREE
<b>AUGUST</b>				
August 10 9 am – 3:30 pm	<b>Dealing with Difficult People</b> <a href="https://www.upei.ca/professional-development/course/dealing-difficult-people">https://www.upei.ca/professional-development/course/dealing-difficult-people</a>	UPEI	UPEI Robertson Library Room 208	\$349 + HST
August 25-26 9 am – 12 pm	<b>Managing Stress, Time and Productivity</b> <a href="https://www.upei.ca/professional-development/certificates/certificate-in-mental-health-and-well-being">https://www.upei.ca/professional-development/certificates/certificate-in-mental-health-and-well-being</a>	UPEI	Online	\$449 + HST

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SEPTEMBER				
September 13 12 – 1 pm	<b>EForce PEI Info Session</b> <a href="https://ruralactioncentres.ca/event/eforce-pei-free-online-training-for-businesses-and-non-profits/?instance_id=619">https://ruralactioncentres.ca/event/eforce-pei-free-online-training-for-businesses-and-non-profits/?instance_id=619</a>	TBC	Wellington Rural Action Centre	FREE
September 14 11 am – 12 pm	<b>EForce PEI Info Session</b> <a href="https://ruralactioncentres.ca/event/eforcepei-information-session-3/?instance_id=618">https://ruralactioncentres.ca/event/eforcepei-information-session-3/?instance_id=618</a>	TBC	Montague Rural Action Centre	FREE
September 15 10 – 11 am	<b>EForce PEI Info Session</b> <a href="https://ruralactioncentres.ca/event/info-session-eforce-pei-free-online-training-for-businesses-and-non-profits/?instance_id=620">https://ruralactioncentres.ca/event/info-session-eforce-pei-free-online-training-for-businesses-and-non-profits/?instance_id=620</a>	TBC	Alberton Rural Action Centre	FREE
September 15 6 – 8:30 pm	<b>Successful Business Plan Workshop (1 of 4)</b> <a href="https://ruralactioncentres.ca/event/successful-business-plan-workshops-6/?instance_id=623">https://ruralactioncentres.ca/event/successful-business-plan-workshops-6/?instance_id=623</a>	Cathy Rose	Montague Rural Action Centre	FREE
September 22 6 – 8:30 pm	<b>Successful Business Plan Workshop (2 of 4)</b> <a href="https://ruralactioncentres.ca/event/successful-business-plan-workshops-6/?instance_id=624">https://ruralactioncentres.ca/event/successful-business-plan-workshops-6/?instance_id=624</a>	Cathy Rose	Montague Rural Action Centre	FREE
September 27 9 am – 4 pm	<b>Food Safety Course</b> <a href="https://www.princeedwardisland.ca/en/service/register-for-a-food-safety-course">https://www.princeedwardisland.ca/en/service/register-for-a-food-safety-course</a>	Government of PEI	Rodd Royalty, 14 Capital Drive	\$50 + HST
September 29 9 am – 4 pm	<b>Food Safety Course</b> <a href="https://www.princeedwardisland.ca/en/service/register-for-a-food-safety-course">https://www.princeedwardisland.ca/en/service/register-for-a-food-safety-course</a>	Government of PEI	Loyalist Inn, 195 Heather Moysse Drive	\$50 + HST
September 29 6 – 8:30 pm	<b>Successful Business Plan Workshop (3 of 4)</b> <a href="https://ruralactioncentres.ca/event/successful-business-plan-workshops-6/?instance_id=625">https://ruralactioncentres.ca/event/successful-business-plan-workshops-6/?instance_id=625</a>	Cathy Rose	Montague Rural Action Centre	FREE

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