

Registration for TBC Employees

- **Delivery**

All Winter 2022 JSGS policy workshops will be delivered online, with the exception of two workshops that will be delivered in person (details on pages 4-5 of the Winter 2022 communique). All workshops include both a live workshop and an online curriculum that participants must complete the week prior to the workshop. The online curriculum may include videos, discussion questions, applied exercises, assignments, pre-reading, and recorded presentations.

- **Health and safety protocols**

In person workshops will be held at JSGS on the U of R's College Avenue Campus. Seating capacity will be limited because of pandemic restrictions. As per the University of Regina's policy, all participants must wear a mask during the workshop and must be fully vaccinated. Upon arrival, participants must provide JSGS with proof of vaccination. These workshops will be delivered entirely in person, so we are not able to accommodate participants joining through Zoom.

- **Time commitment**

Each half-day workshop includes a 1-2 hour pre-workshop online curriculum and a 3 hour live workshop. Each full-day workshop includes a 2 hour pre-workshop online curriculum and a 6 hour live workshop. Participants must be able to attend both live sessions to receive credit for a full-day workshop.

- **Who can attend?**

JSGS currently has a partnership agreement with several Treasury Board Crowns (TBCs), including Saskatchewan Crop Insurance Corporation, Saskatchewan Liquor and Gaming Authority, Tourism Saskatchewan, Saskatchewan Public Safety Agency, and the Financial and Consumer Affairs Authority. Each semester these TBCs nominate employees to participate in the program, and those participants are given access to a limited number of seats in each policy workshop. TBC employees who are interested in attending the Policy Workshop Series can contact their supervisor or JSGS. Our target audience is public sector employees who are directly involved in various aspects of development and implementation of public policy or who manage and provide oversight of the policy process.

- **Registration process**

Registration for employees of the TBCs listed above is accepted through the **JSGS website**. The direct registration link will be sent to TBC participants the morning of the registration launch. **Please note that cancellations must be received by email at least 24 hours prior to each workshop, or a \$100 cancellation fee will be charged.**

- **Registration launch**

TBC registration will open on the JSGS website on **Monday, November 15 @ 1 pm**. Because TBC seats typically fill up quickly, we encourage you to register as soon as registration opens to avoid disappointment. Each workshop will have a waitlist, and cancellations will be filled on a first-come, first-serve basis.

- **Certificates**

Participants who complete at least six full days of training will earn Policy Workshop Series Certificates of Completion. Two half-day workshops equal one full day of training. Please note that online workshops are worth the same as in-person workshops. **Participants are responsible for tracking their completed workshops.**

- **Cost**

The cost of workshops will be covered by the JSGS and TBC partnership and funding agreement, so there is no direct cost to participants.

- **Additional Training**

JSGS also offers policy workshops for specific ministries, departments, or organizations. If you are interested in organizing a workshop for your group, please contact sharri.dewey@uregina.ca

- **Contact Us**

If you have any questions about the Policy Workshop Series, please contact sharri.dewey@uregina.ca