



Suggested Training Activities 2020 Context COVID-19

Here is a list of training activities that can be accessed externally from the Parks Canada network, the objectives of this initiative are to:

- Offer learning content without being connected to the Parks Canada network;
- Offer alternative resources/training activities that are available outside of Parks Canada;
- Encourage learning and acquisition of additional skills and knowledge, which will be an asset in the delivery of Parks Canada's mandate moving forward.

The list is organized by area of interest. Here is the legend accompanying the links:

- FR- available in French only
- EN- available in English only
- BIL- available in both official languages
- **\$ - there is a potential cost associated with this training¹**

The Learning, Development and Recognition team continues its pursuit of offering you new learning opportunities. If you have any questions, please contact us at pc.apprentissage-learning.pc@canada.ca.

Areas of Interest

- Canada School of Public Service courses (CSPS)
- Books
- Career Development
- Communication Skills
- Finances
- Fostering a Culture of Respect, Reconciliation and Relationship Building with Indigenous Peoples
- Language training
- Learn more about Parks Canada
- Office 2013 Quick Start Guides
- Online courses from Universities and other Institutions of Higher Learning
- Resources for Supervisors and Managers
- Talent Management and Performance Management
- Teamwork and group dynamics
- Workplace Health and Safety
- Workplace Wellness
- Learning suggestions

¹ ***Be sure to obtain your manager's approval before incurring expenses if a platform leads you to a paid registration***





Canada School of Public Service courses (CSPS)

The online courses from the CSPS, including self-paced required training and language maintenance tools, are now available through [GCcampus](#). GCcampus is accessible through public networks. Please do not use the Government of Canada network or Virtual Private Network (VPN) access when logging in.

Orientation for New Public Servants

- ✓ [Values and ethics foundations for employees](#) (C255) (BIL)
- ✓ [Who we work for?](#) (C218) (BIL)

Other Resources from the CSPS

- ✓ Introduction to GBA+: [Gender-based Analysis Plus](#) (BIL)

Books

Join bookstores or other online resources to access a wealth of e-books and e-magazines to develop and improve work-related skills.

- ✓ [Bang](#) (BIL)
- ✓ Articles
 - [Craft a Career that Reflects Your Character](#) (EN)
 - [Harvard Business Review](#) (EN)

Career Development

- ✓ [Resume Builder](#) (BIL)
- ✓ [How to apply for jobs](#) (BIL)

Communication Skills

- ✓ [Toastmaster](#) - presentation skills development

Finances

- ✓ *The deadline for **the training required for financial delegation has been extended to a later date.** The existing financial authorities for all persons will continue to apply until further notice.*

Fostering a Culture of Respect, Reconciliation and Relationship Building with Indigenous Peoples

- ✓ [National Center for Truth and Reconciliation](#) (BIL)
- ✓ [Truth and Reconciliation Commission of Canada](#) (BIL)
- ✓ [Indigenous Relations at Parks Canada](#) (BIL)
- ✓ [Canadian Museum for Human Rights](#) (BIL)





- ✓ [Métis Nations of Canada](#) (BIL)
- ✓ [Office of the Treaty Commissioner](#) (EN)
- ✓ Report- [Truth and Reconciliation Calls for Action](#)
- ✓ [Treaties and Agreements](#) (BIL)

Language training

- ✓ [Babbel](#) (BIL)
- ✓ [Duolingo](#) (BIL)
- ✓ [French Language Resource Centre](#) (BIL)
- ✓ [Resources of the Language Portal of Canada](#) (BIL)
- ✓ [Terminum](#) (BIL)

Learn more about Parks Canada

- ✓ [ParcsExtraNet](#) (BIL) - wellness and career development resources available
- ✓ [Parks Canada official website](#) (BIL)
- ✓ Reading park development plans (online) - [Google](#) the name of a Park + management plan (BIL)
- ✓ Parks Canada Social Media Platforms::
 - [YouTube](#) (BIL)
 - [Twitter](#) (BIL)
 - [Instagram](#) (BIL)

Office 2013 Quick Start Guides

Download these visual guides to quickly familiarize yourself with the new interfaces.

Please note that if an Office 365 version is established at Parks Canada, the following guides will be considered obsolete.

- ✓ [Excel 2013](#) (BIL)
- ✓ [OneNote](#) (BIL)
- ✓ [Outlook](#) (BIL)
- ✓ [PowerPoint 2013](#) (BIL)
- ✓ [Publisher](#) (BIL)
- ✓ [Word 2013](#) (BIL)

Online courses from Universities and other Institutions of Higher Learning

- ✓ [Canadian Parks Collective for Innovation and Leadership](#) (BIL)
- ✓ [Historica Canada](#) (BIL)
- ✓ [My MOOC](#) (Each university makes training courses accessible to all. It is also possible to pursue certification, in FR and EN). Here's an example: <https://www.my-mooc.com/en/mooc/leadership-and-influence/>





- ✓ [University of Alberta](#) (including Mountains 101 and Arctic Climate 101 and Indigenous Canada) (EN)
- ✓ [University of Toronto](#) (EN)

Resources for Supervisors and Managers

- ✓ Business Development Bank of Canada (BDC) [articles and tools](#) (BIL)
- ✓ Canadian Center for Occupational Health and Safety (CCOHS) [Telework / Telecommuting](#) (password may be requested) (BIL)
- ✓ Conference Board of Canada: elibrary@conferenceboard.ca
- ✓ EFPC: Etienne Laliberte, Innovation and Policy Services, CSPS [Video series 50 Ideas to improve Staffing and Recruitment in the PS](#) (EN)
- ✓ Government of Canada : [Human Resources Management](#) (BIL)

Talent Management and Performance Management

- ✓ [Manage Employees](#) (BIL)
- ✓ [Writing SMART objectives](#) (BIL)

Teamwork and group dynamics

- ✓ [Ted](#) Talks (BIL)

Here are some interesting suggestions (EN):

- Are you an ideal team player? - Patrick Lencioni | TEDxUniversityofNevada
- How great leaders inspire action - Simon Sinek
- How to make work-life balance work - Nigel Marsh
- The 3 As of Awesome - Neil Pasricha
- The Puzzle of Motivation - Dan Pink
- What Makes us feel good about our work? - Dan Ariely

Workplace Health and Safety

- ✓ [Canadian Center for Occupational Health and Safety \(CCOHS\)](#) (BIL)

Workplace Wellness

- ✓ [Gonoodle](#) (EN)
- ✓ [COVID-19 and Mental Health](#) (BIL)
- ✓ LifeSpeak (BIL)
To have access to LifeSpeak, [Log in](#) with the group ID / password: canada
- ✓ [Employee Assistance Program](#) (BIL)





Workplace Wellness - Resources and tools

- ✓ [Specialized content on pandemic navigation COVID-19](#) (password : canada) (BIL)
- ✓ [Coping with stress during the COVID-19 outbreak](#) (BIL)
- ✓ [Coronavirus can be overwhelming - how to be mindful of your mental health](#) (EN)
- ✓ [Coronavirus: Managing Stress & Anxiety](#) (EN)
- ✓ [COVID-19 and Mental Health](#) (BIL)
- ✓ [Fact or fiction QUIZ: how much do you know about the coronavirus disease \(COVID-19\)?](#) (EN)
- ✓ [How to stay emotionally healthy during the Coronavirus outbreak](#) (EN)
- ✓ [Mental Health and the COVID-19 Pandemic](#) (EN)
- ✓ [Stress, anxiety and depression associated with the Coronavirus COVID-19 Disease](#) (BIL) (Quebec)

Learning suggestions

- ✓ Involvement in the community or the following committees: Parks Canada committees and communities, external communities, Aboriginal Working Group (AWG), Green Teams, Lesbian, Gay, Bisexual, Transgender, Queer and Two-Spirit Group.
- ✓ [Innovate : Creating Accessible Learning Environments](#) (BIL)

