

DFAIT Underlines Support

For Spousal Employment Abroad

DFAIT considers the maximization of spousal employment opportunities to be of prime importance to the survival of the career rotational foreign service in an era of two-career families and continues to support the implementation of this policy. As personnel and families are getting ready to go abroad, the Department re-iterated in February its encouragement of spousal employment opportunities abroad and underlined the need for Heads of Mission and managers abroad to continue to apply the policy.

Managing Staff Abroad

Kudos from the Clients

"Overall excellent, one of the best and most engaging courses that I have taken," is one remark on the evaluation sheets that clients were asked to complete after the last three-day "Managing Staff Abroad" course given as part of the pre-posting training offered by CFSI.

The program deals with human resource management in an overseas context. It is for personnel who will be supervising locally-engaged staff (LES), and includes topics such as supervisory skills, coaching and feedback, defusing conflict, and stress and time management. Dealing with under-performers, harassment and grievances, and hiring and firing are also important parts of the program.

Made to Measure Courses

For Officers on their First Posting

Foreign service officers getting ready to go on posting for the first time require a series of courses in:

- consular affairs, either the Basic Consular course (4 days) or the Consular Briefing (1 1/2 days);
- intercultural effectiveness;
- Public Diplomacy, (for Political/Economic officers);
- Managing Staff Abroad, (if the officer's duties include managing staff.)

There is an extensive professional training program offered to Trade and P/E officers, but most of those courses are also offered, in a slightly different version, as part of the Foreign Service Development Program (FSDP). Officers can complete their program and obtain some FSDP credits through those courses (credits are offered for the CFSD, CFSC and consular courses only). People on the FSDP, as all other officers, will take language training if required.

Officers will also take the Services Centre (SERV) two-day workshop "Comprehensive Pre-Posting Administrative Briefing," financial and move-

related workshops and any of the other SERV workshops that are relevant to their personal situation. These workshops include many directed to the needs of the family. Dependants are invited to participate in the ones of interest to them, such as the spousal employment workshop.

Getting Ready to Work Abroad

Pre-Posting Courses Are Front and Centre

There is lots to do before pack-up time for DFAIT employees embarking on a new posting this year and the 2001 pre-posting training program calendar offers more courses than ever before.

The Canadian Foreign Service Institute (CFSI) co-ordinates the training calendar which includes courses from CFSI as well as the Personnel Security and Security Education Section (ISDT), Consular Affairs Training (JPPT) and the Service Centre (SERV).

Time to Register

You get your posting offer and you accept. Now what? In early spring, CFSI program managers hold information sessions for different streams. Attend the relevant sessions. Then consult with your stream program manager as well as your supervisor about courses you would like to take.

The calendar and registration forms are available on the CFSI home page at <http://intranet/cfsi/menu-e.asp>.

Who's Who

For Pre-Posting Advice

CFSI program managers are happy to talk to you about courses you require.

For the Political-Economic stream, see Yvon Saint-Hilaire, 992-8228. Trade Commissioner Service personnel will talk to Maurice Bernier at 944-0037. Management-Consular employees should talk to Gordon Clost at 996-1929.

Administrative staff (SCY/CR) should talk to Michael Carroll at 944-2407.

For Information Technology Training, contact Mary Jane Champagne at 995-9808. Call Marie Morin at 996-2476, for SIGNET coaching skills and train-the-trainer courses.

For IMS courses, employees may contact Samine Hilaire (CFSM) at 995-9931.

For information and cancellations, call H  l  ne Anne C  t   at the Registrar's office, 944-5219.

You may need information or want to register for other DFAIT pre-posting courses. For consular course information, call Suzanne Chartrand (JPPT) at 996-9872. Registration is by e-mail.

Security course information is handled by Darquise Rochon (ISCT) at 992-6704. Registration is by e-mail.

SERV briefings and seminars are done on a first come, first served basis. For information call 944-7061. Registration is by e-mail to: Registration/Inscription-SERV or fax at 995-9335.

Technical training outside CFSI is handled by Roger Gigu  re (SXMT). You may e-mail or fax him at 946-9055, or call for information at 946-1510.

Finding Your Way

Cultural Navigation Skills Training

Values, beliefs and customs different from our own can make working in another culture a perilous business. Supervising people, managing projects, and negotiating contracts are all difficult skills to learn. When you do these across cultures it can be intensely frustrating and confusing. At times you simply feel lost at sea.

What if you could acquire a map of your new cultural destination before you get there? What if you could learn some cultural navigation skills for when you get there?

