

Advancing Local Government Administrators Program (ALGAP)

Expression of Interest

Community Government _____

Administrative Contact _____

Governance Contact
(Mayor / Chief) _____

Expression of Interest approved by:

Mayor or Chief (Signature) Date

Local Government Administrator (Signature) Date

This Expression of Interest is an opportunity for the community government to describe their need, their commitment how they want to be involved in the ALGAP, and to outline their current management situation and to propose a general training plan to MACA. For example:

Category 1

The community is without an LGA and they want to hire an LGA Trainer and invest in a northern LGA Trainee, who upon completion of the agreed upon training and development plan, will become the LGA for a minimum of 24 months.

Category 2

The LGA is leaving or retiring and is willing to train a successor. The community can plan ahead by hiring a northern LGA Trainee to be trained under the current LGA and succeed the departing LGA as the new LGA for a minimum of 24 months.

Category 3

The LGA is interested in pursuing SAO Occupational Certification and/or receiving one-to-one mentoring/coaching assistance, or specific skills training.

The document should explain how the proposed project meets the objectives of the ALGAP program as listed below.

ALGAP Objectives:

- Assist community governments with recruiting, training, developing and retaining NWT residents into LGA positions;
- Support needed knowledge, skill and leadership development and/or pursuing Senior Administration Officer Occupational Certification; and
- Develop a pool of qualified northern LGAs in and for the Northwest Territories.

Select a category and turn to the corresponding page:

<p><i>Category 1</i> <i>Investing Locally</i></p>	<p><i>Category 2</i> <i>Succession Planning</i></p>	<p><i>Category 3</i> <i>Skill Builder</i></p>
<p>There is no LGA on staff.</p> <p>The community government wants to:</p> <ul style="list-style-type: none"> • Hire an LGA Trainer • Hire and train a northern LGA Trainee • Hire the Trainee for a minimum of 24 months upon successful completion of the agreed to training and development plan 	<p>The LGA is leaving or retiring within two years.</p> <p>The community wants to:</p> <ul style="list-style-type: none"> • Hire and train a northern LGA Trainee • Hire the Trainee for a minimum of 24 months upon successful completion of the agreed to training and development plan 	<p>The LGA needs training.</p> <p>The community government wants to:</p> <ul style="list-style-type: none"> • Support the LGA's efforts to pursue Occupational Certification • Support the LGA with on-site training, mentoring, one-to-one coaching and/or specific skills or training
<p><i>Go to Section A (page 3)</i></p>	<p><i>Go to Section B (page 4)</i></p>	<p><i>Go to Section C (page 5)</i></p>

Section A: Category 1 – Investing Locally

1. How long has the LGA position been vacant? _____
2. Is there an LGA Trainer identified? Yes ___ No___
3. If yes, when can this person start? _____
- If no, does the community have a recruitment plan? Yes ___ No___
- If no, would the community like MACA assistance to develop one? Yes ___ No___
4. Is there an LGA Trainee identified? Yes ___ No___
- If yes, when is this person available? _____
- If yes, and on the job, when did they start? day_____ month_____ year_____
- If yes, what qualifications does the candidate have? _____
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- If no, does the community have a recruitment plan? Yes ___ No___
- If no would the community like MACA assistance to develop one? Yes ___ No___
5. Is your council able to support the following program requirements:
- Salary and benefits for the LGA Trainer? Yes ___ No___
 - At a minimum match ALGAP funding up to \$20,000 per year for additional training expenses of the LGA Trainee? Yes ___ No___
 - All council members attend two governance workshops: Yes ___ No___
 - 1. SAO – A Team Resource
 - 2. Roles and Responsibilities
 - Approve training plan, monitor and report on progress of ALGAP Trainee? Yes ___ No___
 - **Commitment to hire the LGA Trainee for a minimum period of 24 months upon successful completion of the agreed to training and development plan?** Yes ___ No___
 - Support the Trainee's ongoing pursuit of the SAO Occupational Certification Program both financially and operationally. Yes ___ No___
6. On a separate sheet, tell us how this ALGAP project will help your community government. Please provide any additional information that is important to share and that may assist you to receive ALGAP funding assistance.

Section C: Category 3 – Skill Builder

1. When did your present LGA start in this position? day _____ month _____ year _____
2. What relevant education, certification or training does this person already have? _____

3. What training is this person interested in? (check all that apply)

	SAO or Band Manager Occupational Certification
	One-on-One On-Site Training i.e. Coaching
	Mentoring
	Relevant Skill Specific Training

4. Is your council able to match funding up to a minimum of \$20,000 per year for additional training expenses of the LGA? Yes ___ No ___
5. Will your council support the ongoing pursuit of the SAO Occupational Certification Program both financially and operationally? Yes ___ No ___
6. On a separate sheet, please:
 - a. describe the general plan of what is intended (including specific skills);
 - b. tell us how this project will help your community government and staff person;
 - c. provide any additional information that is important to share and that may assist the community in receiving ALGAP funding.