



Training Workshop for Permanent Participants

October 15-17, 2015
Vancouver, British Columbia

Hotel

The Westin Bayshore
1601 Bayshore Dr,
Vancouver, BC
V6G 2V4

Conference Venue

First Nations Longhouse at University of
British Columbia
1985 West Mall,
Vancouver, BC, V6T 1Z2, CA

Part 1: The Arctic Council

Thursday, October 15, 2015

A Refresher on the Arctic Council: History, Mandate, Structures, and Operating Procedures

- How is the Arctic Council structured?
- Why was the Arctic Council created?
- What are the roles and responsibilities of the Indigenous Peoples' Secretariat?
- What are the roles and responsibilities of the Arctic Council Secretariat and the Working Group Secretariats?
- What are the different roles within the Arctic Council?

7:30 Bus departs Westin Bayshore for UBC

8:00 Breakfast

9:00 **Welcoming Remarks and Overview of the Training Session**

Sara French

Senior Policy Analyst and Director of Programs
The Gordon Foundation

9:15 Introductory Remarks

10:00 **History of the Arctic Council**

- How did the Arctic Council come about?
- Why was the Arctic Council created?
- What does this history tell us about how the Arctic Council operates?



Bernie Funston
Executive Secretary
Sustainable Development Working Group

10:30 Break

10:45 **Structure of the Arctic Council: Roles, Responsibilities and Procedures**

- How is the Arctic Council structured?
- How does the rotating chairmanship work?
- What are the different roles within the Arctic Council?
- What are the major procedural elements that delegates should be aware of?

Tom Fries
Communications Officer
Arctic Council Secretariat

12:00 Lunch

1:00 **The Arctic Council Secretariat**

- What are the major responsibilities of the Arctic Council Secretariat?
- How is the Arctic Council Secretariat funded?
- What are the major elements of the Arctic Council Secretariat's work plan?

Tom Fries
Communications Officer
Arctic Council Secretariat

2:00 **The Arctic Council Working Groups**

- What are the different working group areas?
- How do the working groups determine which projects they will undertake?
- How do the working groups structure their operations?
- What is the normal life cycle of an Arctic Council working group project?
- How are working group projects funded?
- How do the permanent participants and the working groups interact?



Bernie Funston
Executive Secretary
Sustainable Development Working Group

Risa Smith
Former Chair
Conservation of Arctic Flora and Fauna Working Group

3:00 Break

3:15 **The Indigenous Peoples' Secretariat (IPS)**

- What are the major functions of the IPS?
- What are the major work-plan items for IPS?
- What are the different IPS staff roles?
- How is IPS managed?
- How is IPS funded?

Elle Merete Omma
Executive Secretary
Indigenous Peoples' Secretariat

4:15 Break

4:30 **Observers to the Arctic Council**

- What roles and responsibilities do observers have at the Arctic Council?
- Who are the observers?
- Why are they interested in being observers at the Arctic Council?
- How can observers and permanent participants engage one another?

Mr. Peter Tan (TBC)
Senior Arctic Official and Deputy Secretary
Ministry of Foreign Affairs of Singapore

Marc-Andre Dubois
Advisor, External Relations
WWF Global Arctic Program

5:30 Conclude for the day

5:45 Bus departs UBC for Westin Bayshore

6:40 Meet in the Lobby of the Westin Bayshore

6:45 Bus departs Westin Bayshore for Restaurant – Skwachays Lodge



Skwachays Lodge
31 West Pender, Vancouver

(Approximately 10 minute drive)

Part 2: Skills-Based Training

Friday October 16, 2015

Effective Communications

- How can you best get your point across?
- What are some tips of tricks for making powerful interventions?
- How do you best structure your message?
- Whom are you speaking on behalf of?

John Noble

Instructor

Norman Patterson School of International Affairs

Carelton University

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| 7:30 | Bus departs Westin Bayshore for UBC |
| 8:00 | Breakfast |
| 9:00 | Welcome and Introductions |
| 9:15 | Fundamentals for Effective Communications |
| 10:30 | Break |
| 10:45 | Case Study in Effective Communications 1: <i>Example TBD</i> |
| 12:00 | Lunch |
| 1:00 | Case Study in Effective Communication 2: Permanent Fund for Permanent Participants |
| 2:30 | Break |
| 2:45 | Simulation |
| 4:00 | Wrap-Up Observations and Questions |
| 4:45 | Bus departs UBC for Westin Bayshore |
| 6:30 | Meet in Westin Bayshore Lobby |
| 6:35 | Walk as a Group to Restaurant |



Cactus Club
1085 Canada Pl, Vancouver

Approximately 15 minute walk. Cabs available if required or weather-dependent.

Saturday, October 17, 2015

Negotiation Skills

- What are the best practises in engaging in multilateral diplomacy?
- How do you decide what your goals are in intervening in a discussion?
- How do you determine the timing of your intervention?
- What kind of interventions produce what kind of results?
- How do you analyze the interests of others at the table?
- How do you build allies and mitigate the impact of opponents?
- How does the consensus decision-making structure of the Arctic Council impact negotiations?

John Noble

Instructor

Norman Patterson School of International Affairs

Carelton University

7:00	Bus departs Westin Bayshore
8:00	Breakfast
9:00	Welcome
9:15	Three-Team Coalition Exercise
10:30	Break
10:45	Fundamentals of Preparing for Multilateral Negotiations
11:15	Case Study in Negotiations: Incorporating Traditional Knowledge in the Arctic Council
12:00	Lunch
1:00	Preparations for Multilateral Negotiations in the Arctic Council Context
2:30	Break
2:45	Simulation of Negotiations
4:00	Wrap-Up Observations and Questions



4:45 Bus departs for Westin Bayshore

7:00 Dinner - Seawall Bar & Grill at the Westin Bayshore

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