



**National Capital Region  
ANNUAL  
CHAPTER REPORT**

**May 2005**

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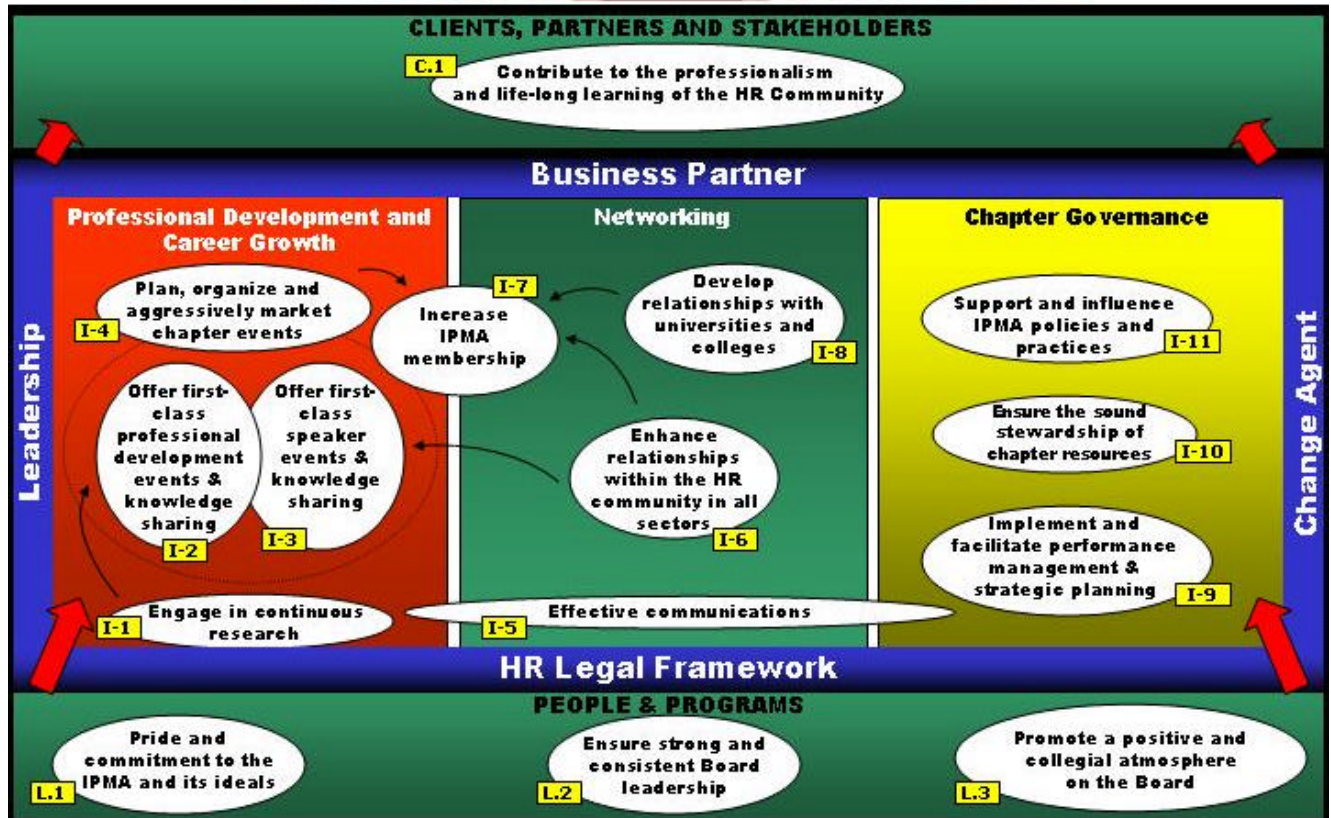
## Chapter Highlights

The Chapter continues to focus on its strategy aimed at addressing the challenges and needs of the NCR HR community. The outcome for the strategy is to: “Contribute to the professionalism and life-long learning of the HR community.”

The Chapter continues a regime of performance management. By adapting the balanced scorecard methodology to its unique environment, the Chapter is bringing clarity to its strategy and is poised to drive out the desired results.

The first stage of the process was to develop a “strategy map” which graphically portrays the Chapter’s strategy. Each objective on the strategy map has been assigned to a board member who is the champion for driving out measurable results. Board members have determined most of the applicable measures and targets for 2005. The Board will be guided by this strategy as they determine where performance gaps exist and how best to fill those gaps.

**The NCR chapter of IPMA-Canada will grow its membership and increase its relevance by providing a program of professional development, networking and career growth for the community of HR professionals and practitioners**



The implementation of our strategy is being hampered by vacant Board positions, and the inability of some Board member to fully contribute. Some Board members are finding it challenging to balance their regular work with the time needed to devote to their Board duties. We are hopeful that this will be rectified, as we would hate to further loose talented and dedicated Board members.

Valerie O’Callaghan has recently left the Board with our gratitude for her dedicated service. Valerie’s unexpected departure has left us with no Director of Professional Development, which is a key role within our strategy.

We welcomed Chris Klus back to the Chapter Executive Board. Chris has taken on the role of Director of Strategic Planning. We are looking to fill the roles of President Elect, Director of Professional Development, Director of Student Liaison, and Director of Government Liaison.

We have one chapter member who has expressed an interest to serve on the Board and will join us at our next chapter meeting

As part of the Chapter's commitment to increasing the value of membership in IPMA, we held a number of informative speaker events and professional development workshops throughout 2004 that provided continuous learning in the HR community. We will continue to offer professional development workshops and speaker events in 2005-06. Our professional development workshops and speaker events have been a huge success in our chapter and have given us financial security and a solid grounding within the HR community.

We are in very good financial situation and look forward to continuing to work towards our goals and objectives while building towards the future.

We have conducted a number of special initiatives aimed at increasing the visibility of IPMA-Canada and promoting our chapter to Heads of HR in the Federal Government.

In February 2005, we sent out a letter (Appendix "A") to all Heads of HR outlining the benefits of membership in IPMA-Canada and particularly our certifications. We accompanied this mail out with the poster "Finally an internationally recognized HR designation" and the desk card promoting this year's IPMA-Canada National Training Conference in Regina.

In April 2005, we sent out a letter to the same audience outlining the benefits of Agency membership. This initiative was done in partnership with Carol Hopkins from the National Executive. In this mail out we also included a copy of the Regina National Training Conference brochure, and a copy of our Chapter newsletter.

We hope that both these initiatives will help us to further our relationship with the Federal Government.

## **Chapter Objectives – 2004 to 2006**

### **VISION:**

The National Capital Region Chapter of IPMA-Canada will grow its membership and increase its relevance by providing a program of professional development, networking and career growth for the community of HR professionals and practitioners.

### **GOALS:**

Chapter goals for the next three to five years are:

- Represent the HR community
- Respond to members needs
- Providing value to member
- Promote HR professionalism

## Financial Summary

Our Treasurer (Karen Munro) is responsible for managing the finances of the IPMA-Canada, National Capital Chapter and co-ordinating the yearly audit. The Treasurer works closely with Centretown Corporate Services, who provide our administrative services, to co-ordinate and monitor the financial management for the National Capital Region Chapter.

Our Chapter is in a very good financial situation with our main income coming from our successful professional development and speaker. As at April 2005, our cash position is:

### CS CO-OP Bank

<b>Cash balance (net of payables)</b>	<b>\$12,440.</b>
<b>Term deposit</b>	<b>\$ 5,000.</b>

An annual financial report is prepared after our chapter fiscal year end (March 31<sup>st</sup>)

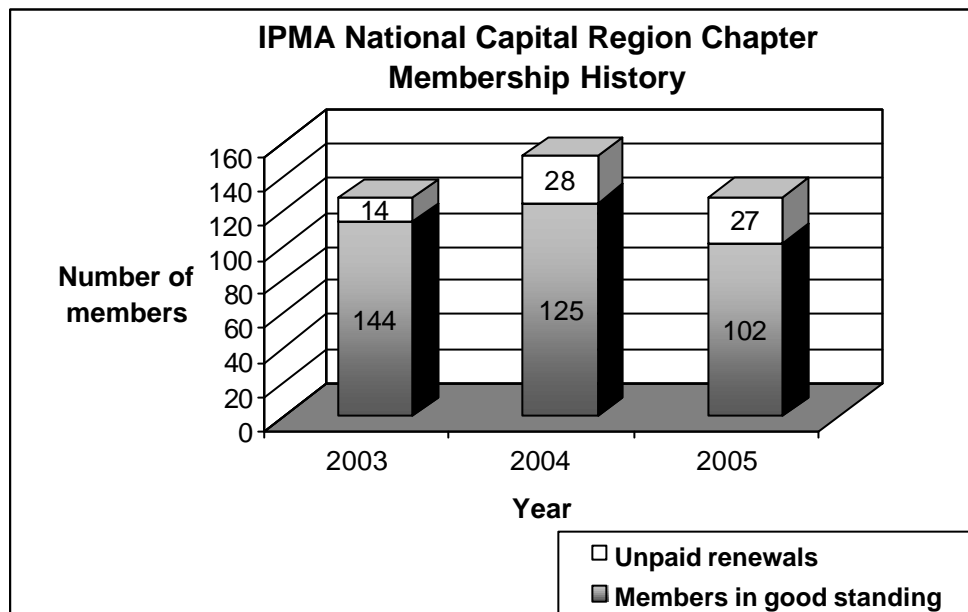
## Membership

Our membership base increased quite a bit in 2002 due to our chapter holding the IPMA international conference in Ottawa. The exceptional professional development and speaker's programs have been important in contributing to our members in good standing. We continue to work on our outstanding renewals which are a challenge as a lot of our members are in the government and constantly moving around and not updating their change of location.

Our goal beyond this year will be to grow our current membership, reduce our outstanding renewals and increase our certified number from our current membership and new members.

As of April 2005, our Chapter is pleased to have 129 members, including 61 who are certified members. Of the total, there are 27 members with fees in arrears, which we continue to work towards reducing. We had quite a few members that were given free memberships for registering for the international conference in 2002 but most of these individuals have not maintained their membership. Our National honorary life members are 10 and Chapter Honorary life members are 2. Our Agency membership remains at 6.

We are conducting a “special” membership drive for the months of April/May. We are offering our chapter members the opportunity to receive a beautiful Inuit carving for recruiting new members to our chapter (see details in our Spring 2005 newsletter).



## Certification

We have 67 certified members in our Chapter. We recently welcomed our first recipient of the IPMA-CS designation. Our Chapter celebrates new certifications by inviting the newly certified professionals to one of our events and presenting the plaque and badge. This both honours the person and encourages others to apply for certification. As well, we promote IPMA certification at all of our events.

## Student Liaison

Our position of Director of Student Liaison has remained vacant throughout the year. We did however welcome 2 new student members, and continue to look for new ways to attract and retain students.

## Government Liaison

The National Capital Region Chapter continues to maintain relationships with Federal Government HR liaison officers and look at making linkages with other government organizations. We promote our Chapter events to government-focussed organisations. We

have reconnected with the all the Heads of HR in the Federal Government and have updated our HR liaison officer list so that we have a solid connection to keep the government informed about our events and encouraged them to join IPMA. Unfortunately, the position of Director Government Liaison has also remained vacant.

## **Secretary**

The Secretary assisted in the coordination and preparation for the Annual General meeting in Nov.2003. The Secretary continues to keep the minutes of our meetings and all documents that relate to the chapter including our Directors Orientation Manual. She also assists on other projects throughout the year.

## **Speakers Program**

The main objective of the Speakers Program is to keep HR professionals informed on the latest HR trends and issues and to promote HR networking. We have developed a number of speaker events and with the theme of “HR Excellence” for this year. Our attendance at our speaker events averages between 25 and 30.

Our Speaker events are posted on the IPMA website, which will promote the events and encourage members and non-members to visit the site. Our Speaker events remain successful by offering relevant HR topics and excellent speakers along with excellent coordination and planning from the Director of Speaker Events, Joseph Perera. We have built a number of linkages with organisations that are now sponsors for our speakers’ events and cover the cost for some of our rooms, food and door prizes.

Our speaker events included:

September 29, 2004 - As you Hire, so Shall you Fire, Lynne Watt, McCarthy Tetrault LLP.

November 18, 2004 - Robert Chartrand spoke on Human Resource Innovation.

March 31, 2005 - Strategies for Changing Mindsets, Vanessa Charron, Director, Training & Development, Witz Training.

## **Professional Development**

Professional development is another important component towards keeping HR professionals current on trends and issues. One of the avenues to achieve this is through continuous learning. IPMA assists HR professionals by offering professional development workshops, courses.

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With innovative and relevant HR topics linked to IPMA human resources competencies, along with excellent facilitators/trainers and key coordination and planning from our Director of PD events (Valerie O'Callaghan), our PD workshops continue to be extremely successful as a recognized resource for training the HR community as well as generating excellent revenue for our chapter

Our professional development workshops are also posted on the IPMA website.

Our PD workshops included:

October 18, 2004 - •Leveraging Chaos: Redefining the Context, Presenter, Peter Dickens

February 28, 2005 - Working Your Network: The Human Resource Professional's Key Skill to Optimum Productivity, Strategic Positioning and Increased Relevance, Michael J. Hughes

Unfortunately, Valerie O'Callaghan recently resigned from the Board. We are actively looking for a replacement to fill this key position.

We are in negotiations with a Federal Government department to provide the IPMA-Canada Organization Design Course to 12 of their employees. The training is to take place June 15 to 19, 2005. During training the employees plan to review and redesign their HR Branch.

### ***HR Trends—2005-06***

In 2005, we will continue to stay up-to-date on the latest HR trends and issues in the public and private sectors. In addition to the areas examined through our workshops and speaker event seminars, we have identified the following additional trends and issues and will determine what learning events will add value to our members in these areas:

- Federal Government HR Modernization (the Quail taskforce)
- Competency-based HR systems
- Managing knowledge workers
- Recruitment and retention (including recognition and rewards)
- Performance and career management
- Continuous learning
- Alternative Dispute Resolution (ADR)
- HR and technology
- Monitoring and evaluating HR
- Strategic HR planning and integrated HR
- Work and life balance
- Maintaining corporate knowledge

- Workforce planning - blended workforce/competitive sourcing, evolving mission/changing technology, projected turnover.

## **Marketing and Communication**

This year we were very pleased to welcome Raf Khan to our Board in the position of Director of Marketing and Communication. Raf has produced a very professional Chapter newsletter for us. We will continue to develop the newsletter and look at other marketing options.

## **Awards**

The NCR chapter awards have not been active for a number of years. In 2004 we purchased a number of Inuit carvings that will serve as our Chapter awards. Dina Fox is currently working on establishing our award criteria.

## **Partnerships**

The National Capital Region Chapter has been developing strategic linkages to promote the IPMA website and our local Chapter events.

We have linked with the National Capital Region EAP association and developed a joint speaker event in April 2004.

We continue to obtain support from a number of organizations that sponsor some of the costs for speaker events and donate gifts for these events.

We have connected with Herzing College and are attending an advisory committee session to share the current HR issues/ topics and the importance of HR professionalism.

We are starting to explore the option of offering to deliver the IPMA HR Competency workshop in house as a training tool for their HR staff while promoting IPMA membership and certification.

We have developed a partnership with an organization that wanted us to coordinate and offer one of our successful PD workshops to their HR team in house and we will continue to build this type of partnership with other organizations in the future.

We will continue to develop partnerships with government organizations, educational institutions, associations, and private sector organizations.

## **Strategic Plan**

The NCR chapter has in place a strategic plan for the future. We remain focussed on our vision, goals and objectives, which are aligned with the national chapter. Using the balanced scorecard methodology we hope to drive out the desired results. Our measure template is attached as Appendix "C."

## Executive Board Directors

President	<b>Ronald Mostrey, IPMA -CP</b> Royal Canadian Mounted Police
President Elect	<i>Vacant</i>
Past President	<i>Vacant</i>
Treasurer	<b>Karen Munro, IPMA-CP</b> Public Service Commission
Secretary	<b>Alina Dan</b> Centre for Public Management Inc.
Speaker Program	<b>Joseph Perera, IPMA -CP</b> Herzing College
Membership	<b>Dina Fox IPMA -CP</b> Dare Human Resources Corporation
Government Liaison	<i>Vacant</i>
Certification	<b>Esther Becker, IPMA -CP</b> Office of the Auditor General of Canada
Marketing and Communication	<b>Raf Khan</b> Monster.ca
Director, Strategic Planning	<b>Chris Klus, IPMA -CP</b> Chris Klus HR Consulting
Director, Partnerships	<i>Vacant</i>
Professional Development	<i>Vacant</i>
Student Liaison	<i>Vacant</i>
Awards/Sponsorship	<b>Dina Fox IPMA -CP</b> Dare Human Resources Corporation
Conference/Symposium	<i>Vacant</i>

**Appendix "A"**

IPMA-Canada National Capital Region Chapter	AIGP-Canada Chapitre de la région de la capitale nationale
2005-01-31  Chief Human Resources Officer Department "X" 123 Bronson Street Ottawa, Ontario K1A 2J7	Le 31 janvier 2005  Dirigeant principal des ressources humaines Ministère X 123, rue Bronson Ottawa (Ontario) K1A 2J7
<b><u>Re: February: IPMA-Canada's Membership Month</u></b>	<b><u>OBJET : Février : Mois de la campagne de recrutement de l'AIGP-Canada</u></b>
Dear Sir or Madam:	Madame/Monsieur,
As the head of Human Resources for your organization, you are certainly interested in the continuous development and professionalism of your staff. This interest is fully shared by us at the NCR Chapter of the International Personnel Management Association - Canada. As a national, non-profit, bilingual association dedicated to the promotion of excellence in the practice of human resource management, we offer our members professional development and training events that will keep them up-to-date on the various HR topics and best practices. As a strategic business partner, it is important that your HR professionals continuously develop their HR competencies, and we are here to help.	À titre de responsable des ressources humaines de votre organisme, vous vous intéressez sûrement au perfectionnement continu et au professionnalisme de vos employés. Nous, du Chapitre de la Région de la capitale nationale de l'Association internationale de la gestion des ressources humaines du Canada (AIGP-Canada), partageons pleinement votre intérêt. Comme nous sommes un organisme national bilingue sans but lucratif voué à la promotion de l'excellence dans la pratique de la gestion des ressources humaines, nous offrons à nos membres des activités de perfectionnement professionnel et de formation qui leur permettent de rester à jour dans les divers domaines et les diverses pratiques exemplaires liées à la gestion des ressources humaines. En tant que partenaires d'affaires stratégiques, il est primordial que les professionnels des ressources humaines de votre organisme perfectionnent continuellement leurs compétences dans la gestion des ressources humaines, et c'est là que nous pouvons vous aider.

<p>The next year will be another exciting one for our members in the National Capital Region. The NCR Chapter will continue to offer first-class Speaker and Professional Development events on current topics of interest to your HR professionals, which will add value to you as an employer. Other Chapters across Canada including an emerging group in Vancouver are doing the same.</p>		<p>La prochaine année promet d'être palpitante pour les membres de la Région de la capitale nationale (RCN). Le Chapitre de la RCN continuera d'offrir des conférences de haut niveau et des activités de perfectionnement professionnel sur les sujets de l'heure qui vous intéressent à titre de professionnels des ressources humaines, qui ajoutent de la valeur en tant qu'employeur. Les autres chapitres du Canada, y compris le nouveau chapitre de Vancouver, font la même chose.</p>
<p>February is IPMA-Canada's membership drive month. There are many benefits to being a member, including excellent networking opportunities and significant discounts on our continuous development events, courses and our annual national training conference. Annual membership in the NCR chapter is an excellent value at \$125 (plus GST). As a special incentive, anyone joining IPMA-Canada in February will have a May 2006 renewal date - in other words, they receive 14 months of membership for the cost of 12 months.</p>		<p>Février est le Mois de la campagne de recrutement de l'AIGP-Canada. L'adhésion à l'Association apporte un grand nombre d'avantages, comme d'excellentes possibilités de constituer des réseaux et des rabais importants lors de nos activités de perfectionnement continu, de nos cours et de notre conférence nationale de formation annuelle. L'adhésion au Chapitre de la RCN, qui est de 125 \$ (en plus de la TPS) est une excellente aubaine. À titre d'incitatif spécial, toutes les personnes qui se joignent à l'AIPG-Canada au cours du mois de février ne renouvelleront leur adhésion qu'en mai 2006; en d'autres mots, elles sont membres pour une période de 14 mois pour le prix de 12.</p>
<p>Please find enclosed information about IPMA-Canada, its mandate and goals. I would like to draw your attention to our new international professional certification program: IPMA-Certified Professional (CP) and IPMA-Certified Specialist (CS), which replaces the previous certification, the Canadian Personnel Professional "CPP/PCP" designation. An IPMA-CP or CS certification demonstrates a high standard of competence as a Business Partner, Change Agent and HR Leader. Our new certification is already being listed as an asset in job postings in various jurisdictions</p>		<p>Vous trouverez ci-joint des renseignements sur l'AIGP-Canada, son mandat et ses objectifs. J'aimerais attirer votre attention sur notre nouveau programme d'agrément professionnel : Professionnel agréé de l'IPMA (IPMA-CP) et Spécialiste agréé de l'IPMA (IPMA-CS), qui remplace le titre précédent, soit la désignation Professionnel canadien du personnel « CPP/PCP ». Une personne possédant le titre IPMA-CP ou IPMA-CS démontre un niveau élevé de compétence en tant que partenaire d'affaires, agent de changement et leader des RH. Dans les offres d'emploi affichées dans</p>

across Canada.		diverses régions du pays, on commence déjà à considérer comme un atout le fait de posséder cette désignation.
I kindly ask you to make your staff aware of our membership drive and special welcome offer for new members, this month. Membership in IPMA-Canada will continue to give your staff a professional advantage.		J'aimerais vous demander de bien vouloir parler à vos employés de notre campagne de recrutement et de l'accueil spécial que nous réservons aux nouveaux membres au cours du mois. En étant membre de l'AIGP-Canada, vos employés jouiront d'un avantage professionnel.
For further information please call us at (613) 598-4688 or visit our national website at: <a href="http://www.ipma-aigp.ca">www.ipma-aigp.ca</a> .		Pour obtenir d'autres renseignements, communiquez avec nous au (613) 598-4688, ou visitez notre site Web nationale à : <a href="http://www.ipma-aigp.ca">www.ipma-aigp.ca</a> .
Sincerely,		Veillez recevoir, Madame/Monsieur mes salutations les plus distinguées.
Ronald Mostrey President IPMA-Canada, NCR Chapter  Enclosures		Ronald Mostrey Président AIGP-Canada, Chapitre de la RCN  Pièces Jointes

## Appendix “B”



IPMA-Canada  
National Capital Region Chapter

Chief Human Resources Officer  
Department “X”  
123 Bronson Street  
Ottawa, Ontario, K1A 2J7

2005-04-01

Dear Mary Smith,

RE: Support for IPMA-Canada

How prepared are you for the future of Human Resources in the federal public service? How prepared are your HR professionals? Changes are coming in the form of massive staff turnover due to looming retirements; modernization of public service processes and practices and potential changes to HR service delivery mechanisms through the Shared Services project. It is just a matter of time.

The International Personnel Management Association of Canada, IPMA-Canada, is an active partner in helping you cope with these changes. We promote excellence in the practice of human resources management through sound professional development programs for the federal HR Community across Canada. In the National Capital Region, we have an active Chapter, which presents speaker’s event and more structured course offerings to the entire HR Community regardless of specialty area. Some examples of topics we have covered lately include: Developing HR Competencies; Succession Planning, Competency-based Management and Becoming a True Change Master. We also have Chapters across Canada, offering similar programs. Our participants rave about the quality of our topics and presenters and being a volunteer-based not-for-profit HR Association, we can offer these events at a very reasonable cost.

**IPMA-Canada is an HR Association for Public Service HR professionals similar to the way the Financial Management Institute is an Association for Public Service Financial Managers.** We have been serving the NCR HR Community since 1906 under various names including the Canadian Public Personnel Management Association (CPPMA). Attendance at Association events allows HR professionals to network and share ideas on a wide variety of issues. In addition, our international certifications (IPMA-CP and IPMA-CS) are aligned with our competency profile, which stresses three main roles for HR as a Business Partner, Change Agent and Leader. These certifications

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are gaining recognition across Canada and now they often listed in job postings as an asset. Internationally many other countries are looking at adopting this certification program.

How can you encourage your HR staff members to maintain their professionalism?

- Support their attendance at IPMA-Canada learning events including the annual National Conference, which rotates around the country. Our next conference will take place in Regina, Saskatchewan from May 29 to 31, 2005
- Ensure there is a Liaison Officer in your organization who is responsible to post or electronically distribute our event notices.
- Encourage your employees to acquire their certification as an IPMA-CP or IPMA-CS and become leaders in the community.
- Value your employees who have achieved recognition as IPMA-Canada certified professionals or certified specialists.
- Encourage your staff members to be members and get involved at the Chapter Executive Council level. This will give them a chance to demonstrate leadership and stretch their skills.
- Nominate worthy HR professionals and groups for IPMA-Canada awards at the local and National levels.
- Make your needs known to the Chapter Executive on the types of learning that should be available for your staff.
- Support IPMA-Canada and your employees through an Agency membership or take out a corporate membership, which reduces the cost of individual fees on a sliding scale. Either of these initiatives would be a sound investment in the future of your staff.

We have attached both our Agency and our Corporate membership policies for your review. Please consider an IPMA-Canada Agency Membership for your organization.

Thank you for your interest in IPMA-Canada. We rely on employers such as yourself for our continued success. For further information, please visit our website at: [www.ipma-aigp.ca](http://www.ipma-aigp.ca) or you may contact Carol Hopkins at 226-2297 in Ottawa.

Best wishes,

Carol Hopkins, IPMA-CP  
Past National President,  
Former President NCR Chapter  
IPMA-Canada

Ronald Mostrey  
President, NCR Chapter  
IPMA-Canada

<b>IPMA-CANADA AGENCY MEMBERSHIP</b>
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**BENEFITS to being an IPMA-Canada AGENCY MEMBER:**

An Agency membership provides reduced rates to an Organization for all IPMA-Canada events and also provides the opportunity for the Agency to negotiate with IPMA-Canada for tailor made professional development programs.

**Agency Membership dues are a modest annual investment in continuing professional development for you and your staff. An Agency Membership provides the following to your organization:**

- Consultation and input into local Chapter programming to meet your professional development needs;
- Guaranteed reduced rates for delivery of IPMA-Canada-developed workshops for your employees;
- Membership privileges for a specified number of employees – allows them to attend IPMA-Canada National and Chapter events at the membership rate;
- Designation of one employee as an Individual member in the local Chapter (as per Bylaws item #4.9.1) with all the rights and privileges of membership;
- One Agency member representative is entitled to attend the Annual National Training Conference at the social fee cost (responsible for own travel costs).

**ANNUAL COST of an AGENCY MEMBERSHIP:**

The cost of an **Agency membership** is dependent on the size of the organization (total number of employees, not just human resources employees) and the size of the organization also determines the number of individuals from the organization who can participate at events and conferences etc. for the membership rate. It does not specify who those individuals are, so it could be a different group at every event.

COSTS	SIZE of ORGANIZATION	# of MEMBER PRIVILEGES
\$ 400.00 + GST	up to 200 employees	3
\$ 600.00 + GST	up to 500 employees	5
\$ 800.00 + GST	up to 1000 employees	8
\$ 1000.00 + GST	up to 1500 employees	10
\$ 1500.00 + GST	over 1500 employees	15

**POTENTIAL COST SAVINGS to an AGENCY MEMBER:**

- Annual individual membership fees are valued at \$125.00 plus GST in the NCR
- Individual registration fees for National and Chapter Training Conferences are approximately \$100.00 more for non-members than for members
- Chapter professional development events and speaker programs have a differentiated rate for members and non-members.

For further information on becoming an Agency Member please contact: IPMA-Canada National Office at 1-780-433-0234 or e-mail [National@ipma-aigp.ca](mailto:National@ipma-aigp.ca).



AIGP-Canada  
Chapitre de la région de la capitale nationale

Le 1<sup>er</sup> avr 2005

Dirigeant principal des ressources humaines  
Ministère X  
123, rue Bronson  
Ottawa (Ontario) K1A 2J7

OBJET : Soutien à l'AIGP-Canada

Madame, (Monsieur,)

Dans quelle mesure êtes-vous prêt pour l'avenir des ressources humaines dans la fonction publique fédérale? Dans quelle mesure vos professionnels de la gestion des ressources humaines sont-ils prêts? Des changements surviennent à cause d'un roulement important de personnel découlant des mises à la retraite imminentes, de la modernisation des processus et des pratiques de la fonction publique et des changements potentiels apportés aux mécanismes de prestation des services de ressources humaines (RH) par les projets de services communs. Ce n'est qu'une question de temps.

L'Association internationale de la gestion du personnel du Canada, AIGP-Canada, est un partenaire actif qui vous aide à composer avec ces changements. Nous faisons la promotion de l'excellence dans la pratique de la gestion des ressources humaines en offrant des programmes de perfectionnement professionnel solides pour la collectivité des RH fédérales d'un bout à l'autre du Canada. Dans la Région de la capitale nationale, nous avons un chapitre actif qui organise des conférences et qui offre d'autres cours plus structurés à l'ensemble de la collectivité des RH, quel que soit leur domaine de spécialité. Parmi les sujets que nous avons traités dernièrement, il y a notamment : Développer ses compétences dans la gestion des ressources humaines; la planification de la relève; La gestion axée sur les compétences; et Comment devenir un vrai maître du changement. L'Association possède également des chapitres répartis d'un bout à l'autre du Canada qui offrent des programmes similaires. Nos participants parlent avec enthousiasme de la qualité des sujets abordés et des animateurs invités, et comme nous sommes une association sans but lucratif regroupant des professionnels des RH oeuvrant sur une base bénévole, nous offrons ces activités à un coût très raisonnable.

**L'AIGP-Canada est une association de professionnels de la gestion des RH destinée aux professionnels de la gestion des RH tout comme l'Institut de la gestion financière est une association destinée aux gestionnaires des finances de la fonction publique.** Nous offrons des services à la collectivité des RH de la RCN depuis 1906, et ce, sous diverses appellations, notamment

l'Association canadienne de la gestion du personnel des services publics (ACGPSP). En participant aux activités de l'Association, les professionnels de la gestion des RH peuvent se constituer des réseaux et échanger des idées sur une grande variété d'enjeux. De plus, notre agrément international (pour les titres IPMA-CP et IPMA-CS) est harmonisé à notre profil de compétences, qui met l'accent sur trois principaux rôles joués par un professionnel des RH, à savoir le partenaire d'affaires, l'agent de changement et le leader. Cette désignation commence à être reconnue d'un bout à l'autre du Canada et apparaît souvent dans les offres d'emploi comme étant un atout. À l'échelle internationale, bon nombre d'autres pays examinent ce programme d'agrément et l'adoptent.

Comment pouvez-vous encourager les membres de votre personnel des RH à maintenir leur professionnalisme?

- En appuyant leur participation aux activités d'apprentissage de l'AIGP-Canada, ainsi qu'à la conférence annuelle, organisée en alternance dans diverses régions du pays. Notre prochaine conférence aura lieu à Regina, en Saskatchewan, du 29 au 31 mai 2005.
- En s'assurant qu'un agent de liaison de votre organisme affiche les avis de nos activités ou les distribue électroniquement.
- En encourageant vos employés à rechercher l'agrément en vue d'obtenir le titre IPMA-CP ou IPMA-CS et à devenir des leaders dans la collectivité.
- En appréciant vos employés reconnus comme professionnel agréé ou spécialiste agréé de l'AIGP-Canada.
- En encourageant vos employés à devenir membres et à s'impliquer au niveau du conseil exécutif du Chapitre. Cela leur permettra de démontrer leur leadership et d'accroître leurs compétences.
- En proposant la candidature des professionnels et des groupes du domaine de la gestion des RH qui le méritent aux prix de l'AIGP-Canada aux niveaux local et national.
- En faisant connaître vos besoins au conseil exécutif du Chapitre sur le type de formation qui devrait être offerte aux membres de votre personnel.
- En appuyant l'AIGP-Canada et vos employés par l'adhésion à titre d'organisme ou l'adhésion à titre d'entreprise. Ces formes d'adhésion vous permettent de réaliser des économies sur les frais individuels selon une échelle mobile. L'une ou l'autre de ces initiatives représenterait un bon investissement dans l'avenir de vos employés.

Nous avons joint nos politiques sur l'adhésion à titre d'organisme et à titre d'entreprise pour examen. Nous vous invitons à envisager l'adhésion à titre d'organisme de l'AIGP-Canada pour votre organisme.

Nous vous remercions de l'intérêt que vous portez à l'AIGP-Canada. Nous comptons sur des employeurs tels que vous pour assurer notre succès continu. Pour obtenir d'autres renseignements, veuillez consulter notre site Web à : [www.ipma-aigp.ca](http://www.ipma-aigp.ca), ou communiquer avec madame Carol Hopkins au 226-2297 à Ottawa.

Veillez recevoir, Madame, (Monsieur,) nos salutations distinguées.

Carol Hopkins, IPMA-CP

Ronald Mostrey

Présidente nationale sortante,  
Ancienne président du Chapitre de la rcn  
AIGP-Canada

Président, Chapitre de la rcn  
AIGP-Canada

## ADHÉSION À L'AIGP-CANADA À TITRE D'ORGANISME

### AVANTAGES d'adhérer à l'AIGP-Canada À TITRE D'ORGANISME :

Par ce type d'adhésion, un organisme bénéficie de tarifs réduits lorsqu'il participe aux activités organisées par l'AIGP-Canada, et il peut également négocier avec l'Association pour qu'elle offre des programmes de perfectionnement professionnel personnalisés.

**Les frais d'adhésion à titre d'organisme représentent un modeste investissement annuel envers le perfectionnement professionnel continu pour vous-même et pour les membres de votre personnel. En adhérant à titre d'organisme, vous bénéficiez des avantages suivants :**

- consultation et contribution au programme du chapitre local afin qu'il réponde à vos besoins en matière de perfectionnement professionnel;
- tarifs réduits garantis afin d'offrir à vos employés les ateliers conçus par l'AIGP-Canada;
- privilèges de l'adhésion pour un nombre précis d'employés – ils peuvent ainsi assister aux activités organisées par l'Association nationale ou par les chapitres tout en payant le tarif d'un membre;
- désignation d'un employé à titre de membre individuel du chapitre local (conformément au paragraphe 4.9.1 des Règlements généraux) qui bénéficie de tous les droits et de tous les privilèges de l'adhésion;
- un membre représentant l'organisme est autorisé à assister à la Conférence nationale de formation annuelle tout en payant le tarif de membre (il doit toutefois assumer ses frais de transports).

### FRAIS D'ADHÉSION ANNUELS à TITRE D'ORGANISME :

On utilise la taille de l'organisme (à savoir le nombre total d'employés et pas seulement le nombre d'employés des RH) pour déterminer les **frais d'adhésion à titre d'organisme**, et on utilise également la taille de l'organisme pour déterminer le nombre de personnes pouvant assister aux activités et aux conférences, etc., en payant le tarif de membre. Comme on ne précise pas qui sont ces personnes, on peut envoyer un groupe différent à chaque activité.

COÛTS	TAILLE DE L'ORGANISME	Nombres de MEMBRES jouissant de PRIVILÈGES
<b>400 \$ + TPS</b>	jusqu'à 200 employés	<b>3</b>
<b>600 \$ + TPS</b>	jusqu'à 500 employés	<b>5</b>
<b>800 \$ + TPS</b>	jusqu'à 1 000 employés	<b>8</b>
<b>1 000 \$ + TPS</b>	jusqu'à 1 500 employés	<b>10</b>
<b>1 500 \$+ TPS</b>	plus de 1500 employés	<b>15</b>

### ÉCONOMIES POTENTIELLES pour un MEMBRE-ORGANISME:

- On estime que la cotisation annuelle d'un membre individuel est d'environ 125 \$ (plus TPS) à l'échelle nationale.
- Les non-membres paient environ 100 \$ de plus en frais d'inscription que les membres pour assister aux conférences de formation nationales et des chapitres.

- Le coût des activités de perfectionnement professionnel et des programmes de conférenciers des chapitres est différent pour les membres et pour les non-membres.

Pour obtenir d'autres renseignements sur l'adhésion à titre d'organisme, communiquez avec le Bureau national de l'AIGP-Canada aux coordonnées suivantes : tél. : 1 (780) 433-0234, courriel : [National@ipma-aigp.ca](mailto:National@ipma-aigp.ca).

## Appendix "C"

OUR STRATEGY				
Objective	Definition	Measure	2005 Target	Initiatives
<b>C.1</b> <b>Contribute to the professionalism and life-long learning of the HR Community</b>  Owner: Director of Certification, Esther Becker	Encouraging people working in the HR field to look on themselves as highly qualified professionals; to obtain accreditation as HR generalists or specialists; to maintain their level of professionalism and to continue to advance in their HR career.	Number of successful applicants for IPMA-CP or CS certification.	5 by 2005-12-31	
		Number of people taking the IPMA competency course.  Number of members who obtain jobs on the strength of their IPMA certification.		
<b>I-1</b> <b>Engage in continuous research</b>  Owner: Director of Speaker's Program and Director of Professional Development Joseph Perera & TBD				

<b>OUR STRATEGY</b>				
<b>Objective</b>	<b>Definition</b>	<b>Measure</b>	<b>2005 Target</b>	<b>Initiatives</b>
<b>I-2</b>  <b>Offer first-class professional development events &amp; knowledge sharing</b>  Owner: Director of Professional Development, TBD	Profession development events help HR professionals to enhance their knowledge and skills. Our Professional development events must be of such a high quality, that they are sought out by members of the HR community. They are also an important source of revenue for the Chapter	The satisfaction level of attendees (survey result on a scale of 1 – 10)  The number of paid attendees at PD events	An average score of 8  25 attendees per event	Conduct an analysis of survey results, and follow-up accordingly (Valerie)  Advise all board members of confirmed attendance 2 weeks before event and have board members market the event to colleagues and contacts to ensure an attendance of 25 (TBD)
<b>I-3</b>  <b>Offer first-class speaker events &amp; knowledge sharing</b>  Owner: Director Speaker's Program, Joseph Perera	Speaker events showcase HR topics of interest. This events are intended to stimulate thought and further best practices within HR.	The satisfaction level of attendees (survey result on a scale of 1 – 10)  The number of paid attendees at Speaker Events	An average score of 8  An average of 40 attendees per event	Conduct an analysis of survey results, and follow-up accordingly (Joseph)  Advise all board members of confirmed attendance 2 weeks before event and have board members market the event to colleagues and contacts to ensure an attendance of 40 (Joseph)

<b>OUR STRATEGY</b>				
<b>Objective</b>	<b>Definition</b>	<b>Measure</b>	<b>2005 Target</b>	<b>Initiatives</b>
<b>I-4</b>  <b>Plan, organize and aggressively market chapter events</b>  Owner: Director, Marketing and Communication Raf Khan				NCR chapter microsite. (Raf)
<b>I-5</b>  <b>Effective communications</b>  Owner: Secretary, Alina Dan	Ensure the internal communication between board members and indirectly between board members and the IPMA-NRC members (through the administrative office)	IPMA - NRC members satisfaction with the timing and quality of information received  Board members (in particular the Chapter's President) with the timing and quality of information delivered to the IPMA-NRC members	Establish baseline	Bringing up to date all the material needed for regular meetings/sessions (e.g. Orientation Manual, AGM, monthly Board meetings) (Alina)  Speeding up the process of documents preparation and delivery (e.g. minutes) (Alina)  A better communication strategy put in place (based on a better organized documentation and filing) (Alina)

<b>OUR STRATEGY</b>				
<b>Objective</b>	<b>Definition</b>	<b>Measure</b>	<b>2005 Target</b>	<b>Initiatives</b>
<b>I-6</b>  <b>Enhance relationships within the HR community in all sectors</b>  Owner: Director, Government Liaison, Vacant				

<b>OUR STRATEGY</b>				
<b>Objective</b>	<b>Definition</b>	<b>Measure</b>	<b>2005 Target</b>	<b>Initiatives</b>
<p><b>I-7</b></p> <p><b>Increase IPMA membership</b></p> <p>Owner: Director, Membership, Dina Fox</p>	<p>In order to ensure the long-term viability, relevance and influence of the NCR chapter, we will increase the number of members in the chapter. We will make concentrated efforts to ensure members are in good standing, and that we promote and facilitate certification.</p> <p>We provide student memberships for those learning about HR as well as advanced memberships for certified professionals and certified specialists. Agency memberships are available for organizations who wish to allow many people to benefit from the services we provide at an economical rate. Individual memberships are available to those interested in or new to the HR professional community. We also nominate and award Honorary Life memberships to those who have provided exemplary service to the IPMA and to the HR profession.</p>	<p>The total # of members in the NCR chapter</p> <p>The # of certified members in the NCR chapter</p> <p>The # of student members</p> <p>The # of members in arrears</p>	<p>136 by 2005-12-31 (7 new members, an increase of 5%)</p> <p>61 by 2005-12-31 (3 new certifications)</p> <p>10 by 2005-12-31</p> <p>No more than 10% in arrears</p>	<p>Information letter to be sent to NCR HR heads. (Ron)</p> <p>Prize to NCR member who brings in the most new members in April/May. (Dina)</p> <p>Prize to NCR Board member who brings in the most new members in April/May. (Dina)</p> <p>Increased distribution of the winter NCR newsletter. (Raf)</p> <p>Update for February membership on our website.(Raf)</p>

<b>OUR STRATEGY</b>				
<b>Objective</b>	<b>Definition</b>	<b>Measure</b>	<b>2005 Target</b>	<b>Initiatives</b>
<b>I-8</b>  <b>Develop relationships with universities and colleges</b>  Owner: Director, Student Liaison, Vacant				
<b>I-9</b>  <b>Implement and facilitate performance management &amp; strategic planning</b>  Owner: Director, Strategic Planning, Chris Klus	Put in place a performance management regime and use it to drive out the strategic objectives of the Chapter.	The number of Board meetings where our strategy is reviewed using the balanced scorecard.	4 meetings by 2005-12-31	Implementation of the balanced scorecard (Chris)  Training of the Board in the use of performance management (using the balanced scorecard) (Chris)

<b>OUR STRATEGY</b>				
<b>Objective</b>	<b>Definition</b>	<b>Measure</b>	<b>2005 Target</b>	<b>Initiatives</b>
<b>I-10</b>  <b>Ensure the sound stewardship of chapter resources</b>  Owner: Treasurer, Karen Munro	To maintain and provide to the board members' monthly balanced bank statements.	The number of Board meetings where bank statements are provided.	10 meetings by 2005-12-31	Work closely with Eunice to ensure checks are received and deposited monthly. (Karen)  Ensure transfer of treasurer responsibilities completed and determine if 3 <sup>rd</sup> signing authority needed based on geographical locations of current authorities. (Karen)  Timely payment of invoices. (Karen)
<b>I-11</b>  <b>Support and influence IPMA policies and practices</b>  Owner: President, Ronald Mostrey	We support IPMA-Canada's national policies and practices by being informed about them and adhering to them. We influence national policies and practices by promoting our "best practices" and our Board's policy recommendations to the National Executive.	The number of policy recommendations communicated to the national executive	2 by 2005-12-31	Seek policy recommendations from the Board every other board meeting. (Ron)  Review of feedback from chapter members and event attendees. (Ron)

<b>OUR STRATEGY</b>				
<b>Objective</b>	<b>Definition</b>	<b>Measure</b>	<b>2005 Target</b>	<b>Initiatives</b>
<p><b>L.1</b></p> <p><b>Pride and commitment to the IPMA and its ideals</b></p> <p>Owner: Director, Membership, Dina Fox</p>	<p>The IPMA provides continuous learning for HR professionals at an International level. Our overall mission is to "Promote excellence in the practice of human resource management." The purpose of our chapter is to continuously improve the skills and recognition of Human Resources Professionals in:</p> <ul style="list-style-type: none"> <li>▪ leadership;</li> <li>▪ as a Change Agent; and,</li> <li>▪ as a Business Partner.</li> </ul> <p>We do this through:</p> <ul style="list-style-type: none"> <li>▪ Speaker Events;</li> <li>▪ Professional Development Events</li> <li>▪ Conferences;</li> <li>▪ National Training;</li> <li>▪ Recognition Awards; and,</li> <li>▪ Networking opportunities</li> </ul>	<p>% of yearly renewal of membership in the IPMA.</p> <p>% of board positions filled.</p> <p>The # of HR awards awarded.</p>	<p>80% renewal</p> <p>90% filled</p> <p>Issue 5 awards by 2005-12-31</p>	<p>Secure 5 quality HR awards. (Dina)</p> <p>Determine selection criterion for the recipients of the HR awards. (Dina)</p> <p>Choose and present the HR awards. (Dina)</p>
<p><b>L.2</b></p> <p><b>Ensure strong and consistent Board leadership</b></p> <p>Owner: President, Ronald Mostrey</p>	<p>That: all Board positions are filled; board members are content to provide leadership to the Chapter.</p>	<p>The average length of time members remain on the board.</p> <p>The percentage of attendance at board meetings</p>	<p>TBD (requires baseline)</p> <p>TBD (requires baseline)</p>	<p>Length of service recognition (Ron)</p> <p>Survey of board members (Ron)</p> <p>Awards and recognition (Ron)</p>

<b>OUR STRATEGY</b>				
<b>Objective</b>	<b>Definition</b>	<b>Measure</b>	<b>2005 Target</b>	<b>Initiatives</b>
<b>L.3</b>  <b>Promote a positive and collegial atmosphere on the Board</b>  Owner: Secretary, Alina Dan	Ensure that every Board member enjoys holding his/her executive position on the Board and has a good time at the meetings	Board member satisfaction with the existing ambiance and treatment during the Board meetings and in between  Rate of absenteeism  Turnover	Establish baseline	Finding ways to ensure a greater communication between Board members (in and outside the monthly meetings) and to bring more life and joyfulness to these meetings (Alina)

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