




Course Descriptions



*3 Civic Plaza | ITC Construction Group
2018 Awards of Excellence Winner*

Contents

Course Credits	3
Business Development	5
Communication Skills for Construction	5
Construction 101	5
Construction Estimating	5
Construction Industry Ethics	5
Close Out a Construction Project	5
Introduction to Construction Blueprint Reading	5
Lean Project Delivery Bootcamp	6
Responding Successfully to a Request for Proposal	6
Think Outside the Site – Making Prefabrication Work For Your Project	6
Computer Skills	7
Microsoft Excel for Construction - Novice	7
Microsoft Excel for Construction - Advanced	7
Microsoft Project for Construction	7
Construction Procurement	8
Infrastructure Masterclass	8
Construction Management Contracts	8
Green Building	9
Green Building Raining Systems: An Overview and Comparison	9
LEED: Indoor Air Quality Management and Erosion and Sediment Control	9
LEED: Material Training	9
Leadership & Management	10
Construction Business Management	10
Email Etiquette	10
Hiring in a Candidate-Driven Market	10
Lead to Succeed: Leadership Skills for Foremen	11
Project Management	11
Planning for Foremen	11
Supervisory and Management Skills	11
Love Them or Lose Them: Employee Retention	11
Legal Matters	12
Builders Lien Act	12
Construction Law	12
Change Order Management	12
Joint Health & Safety Committee (JHSC)	12
Tender, Contract and Builders Lien Law	13
The Construction Industry and Legalized Cannabis: What Do You Need to Know?	13

Safety	14
COR Internal Auditor Training	14
Leadership for Safety Excellence™	14
Principles of Injury Management	14
Train the Safety Trainer	14
Online Courses	15
Business Development	15
BIM Technology	16
Computer Skills	17
Leadership & Management	17
Legal Matters	17
Safety	18
Instructor Biographies	19



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ONLINE REGISTRATION

To register for any of the courses featured in the
Course Catalogue, visit www.vrca.ca or email
education@vrca.ca.



Gold Seal Certification

CANADIAN CONSTRUCTION
ASSOCIATION

What is the Gold Seal Certification Program?

The Canadian Construction Association (CCA) Gold Seal Certification Program is a comprehensive certification program that showcases expertise and commitment to the construction industry and ensures practitioners are ready to meet the demands of construction projects across the country.

Why Choose Gold Seal Certification?

Gold Seal Certified (GSC) credentials set you apart from the competition! Because the credentials certify your education, experience and competency, they demonstrate your commitment to the industry and to your career. Industry recognized and developed, Gold Seal Certification ensures that both you and your construction projects excel.

Learn more about the Gold Seal Certification Program at: www.goldsealcertification.com.

Did you know?

The Gold Seal Certification program has introduced a requirement that effective January 1, 2017, all applicants need to take the **Construction Industry Ethics** course (both online and classroom portions) to qualify for certification. You can find information about these courses on pages 5 and 15.

Gold Seal Information Webinar

One hour complimentary information webinars are held monthly. Check out our [Education Calendar](#) for the next session and to register.

Ready to Challenge the Gold Seal Exam?

Upcoming exam dates:

- October 25, 2019
(apply by Sept. 13, 2019)



Residential Builders Continuing Professional Development

What is Continuing Professional Development?

In March 2015, the provincial government announced an enhanced licensing system for BC's residential builders. All general contractors are required to take Continuing Professional Development (CPD) as a condition of their licence renewal.

How can we help?

We offer both classroom and online courses that have been approved by BC Housing Licensing and Consumer Services (formerly Homeowners Protection Office) for points towards Continuing Professional Development (CPD) upon successful completion.

Learn more about Continuing Professional Development at:
www.bchousing.org/licensing-consumer-services.



**ARCHITECTURAL INSTITUTE
OF BRITISH COLUMBIA**

Recognized Educational Provider

What is the AIBC's Continuing Education System?

The AIBC's Continuing Education System (CES) was introduced in 2001 in response to the profession's recognition of its own needs and the public's increasing expectation that architects remain current with contemporary technology, business practices, methods and materials.

All architects and architectural technologists are required to earn 36 Learning Units every two years, consisting of "Core" and "Non-core" learning units as designated by the AIBC. The current CES reporting period covers July 1, 2016 – June 30, 2018.

VRCA is a Recognized Educational Provider (REP) for AIBC, and as such, several of our courses offer AIBC units.



Look for the Red AIBC Logo - which signifies AIBC units are available



WE CAN DESIGN A TRAINING PROGRAM FOR YOU!

The VRCA can work with you to develop a training solution that fits with your work schedule and is tailored to the learning needs of your employees. Our training is cost-effective and delivered by qualified instructors with industry experience.

**For more information, email
education@vrca.ca or call 604-294-3766**

Business Development

Communication Skills for Construction



Great communication is essential for construction leaders! In this course, participants will learn how to improve their listening, speaking and writing skills. Participants will leave with a better understanding of how to communicate goals and strategies effectively, as well as lead collaborative decision making.

Instructor: Tim Williams, BGC Partners Inc.
Price: VRCA Member - \$595 / Full - \$675
Format: Two days (16 hours) of in-class instruction & optional online component

Construction 101



Don't let the name "101" fool you! This course is intended for both new and experienced members of the construction industry. Participants will receive an introduction to the industry and learn about roles, responsibilities, construction documents, risk management, legal matters, project management, tendering, bidding and contracts.

Instructor: Debbie Hicks, DSH Consulting
Price: VRCA Member - \$395 / Full - \$495
Format: Two day (16 hours) of in-class instruction & an open book, take-home exam

Construction Estimating



This course is designed for construction estimators and those with experience in construction who want to improve their knowledge of estimating or become estimators. Participants will acquire knowledge and learn skills to estimate construction projects and prepare a successful bid. Course topics will include project analysis, risk analysis, bid strategies and processes, Construction Division Codes, bonding and insurance.

Instructors: Mark Waters, BGC Partners Inc.
 Tim Williams, BGC Partners Inc.
Price: VRCA Member - \$595 / Full - \$675
Format: Two days (16 hours) of in-class instruction & optional online component

Construction Industry Ethics



By maintaining high ethical standards and being consistent in our practices, we thrive both personally and professionally. This course will help you navigate the ethical grey areas you face every day.

Instructor: Tim Williams, BGC Partners Inc.
Price: VRCA Member - \$295 / Full - \$355
Format: One day (8 hours) of in-class instruction & optional online component

Note: Gold Seal participants are required to complete the Construction Industry Ethics online course prior to enrolling in the classroom course.

Close Out a Construction Project



Why would a Contractor, Owner Consultant or Subcontractor need to know best practices for closing out a construction project? The answer is simple - if you can't get it done then you can't reach substantial performance. Getting a project to substantial performance, and then to total performance, are two of the most difficult milestones in the construction industry to achieve.

Instructor: Lee Kelly
Price: Member \$295 / Non member \$395
Format: One day (8 hours) of in-class instruction

Introduction to Construction Blueprint Reading



This course takes participants through the stages of blueprint reading, including dimensions, elevation, drawing, specifications and schedules. Using both residential and commercial samples of blueprints, participants will gain experience and practical knowledge for their day-to-day work in construction companies.

Instructor: Chad Brechin, Integrity Design Studios Inc.
Price: VRCA Member - \$295 / Full - \$355
Format: One day (8 hours) of in-class instruction

Lean Project Delivery Bootcamp

Join us for a highly interactive workshop (including case-studies and simulations!) that introduces Lean project fundamentals and practices. We'll cover the process and requirements of the Last Planner® System (LP®S), and you'll learn how to improve productivity and deliver high value in less time, at lower cost, with reduced risk. During the workshop, attendees will build Lego buildings. In the first round, we'll be constructing our buildings based on traditional delivery methodologies and gaining a baseline on the team's planning and building capabilities. Next, we'll learn the Last Planner® System and how it is used to plan and execute projects with collaboration, discipline and accountability. In a follow-up round, we'll test the group's newly acquired LP®S knowledge and measure the results.



Instructor: Shift2Lean
Price: VRCA Member - \$599 / Full - \$699
Format: One day (8 hours) of in-class instruction

Responding Successfully to a Request for Proposal



More and more frequently private sector companies and government organizations are releasing RFP's as part of their procurement process and moving away from the traditional bid process. Construction companies often win or lose contracts based on their response to an RFP. Answering a Request for Proposal (RFP) effectively requires knowledge, understanding and a proposed solution of the subject, while convincing the potential Owner that your company your company is the best suited to build their project.

Instructor: Lee Kelly, M.A.A.T.O., P.GSC
Price: \$595 / Non member \$675
Format: Two days (16 hours) of in-class instruction

Think Outside the Site – Making Prefabrication Work For Your Project

High work volumes and worker shortages are increasingly creating challenges for contractors and designers, their clients and the industry as a whole. Coupled with the wide range of variables experienced on a construction site, is it any wonder that delivering timely, safe and quality projects on time is becoming more and more difficult? By looking at the options that exist to use a greater amount of prefabrication on projects, this half-day course is designed to help all project team members, regardless of role.

Using an interactive classroom presentation and hands-on examples, attendees are taken through the benefits and drawbacks, how to spot opportunities and then how to successfully include prefabrication on their project. Coming out of the course, attendees will be armed to better identify and then implement prefabrication options within their work area.

Instructors: Mark Taylor, P.Eng., G.S.C.
Price: VRCA Member - \$199 / Full - \$225
Format: 4 hours of in-class instruction



Western Pacific Enterprises | Johnson Street Bridge
 2018 Awards of Excellence Winner



Computer Skills

Microsoft Excel for Construction - Novice



During this one-day course, using Microsoft Excel tools, participants will learn how to better understand their business performance, examine profitability of various jobs and business areas, develop budgets and examine business scenarios. This course will cover basic Microsoft Excel tools including simple spreadsheets, presentations, reports and formulae to help improve efficiency and analyze data.

Instructors: Anne Leroux, ESCTT Inc.
Greg Leroux, ESCTT Inc.
Price: VRCA Member - \$299 / Full - \$379
Format: One day (8 hours) of in-class instruction

Microsoft Excel for Construction - Advanced



This advanced level course will give you a better understanding of how to analyze data to create what-if scenarios. Learn the advanced features of Microsoft Excel to consolidate data in minutes, perform audits, present and share complex workgroup information, as well as analyze, share and manage data. By using electronic forms, you can save hours of time, access consolidated data easily and improve communications between departments.

Instructors: Anne Leroux, ESCTT Inc.
Greg Leroux, ESCTT Inc.
Price: VRCA Member - \$299 / Full - \$379
Format: One day (8 hours) of in-class instruction

Microsoft Project for Construction



Every project manager understands scope creep, pressure on the schedule, and the necessity for cost control. One of the most effective tools for scheduling and cost control is MS Project. It is a communication tool that provides the project manager with a road map for project execution. It is a tool for managing deadlines and minimizing cost overruns. This 2-day hands-on workshop will give you a comprehensive understanding of how Microsoft Project can be used as a practical approach to project management.

Instructors: Anne Leroux, ESCTT Inc.
Greg Leroux, ESCTT Inc.
Price: VRCA Member - \$729 / Full - \$799
Format: Two days (16 hours) of in-class instruction

Construction Procurement

Infrastructure Masterclass



Procuring construction services in the public sector is a highly specialized practice requiring unique experience, knowledge and skill. With contractors in demand, resources at a premium and timelines tight, now more than ever procurement professionals hold the master key to successful project delivery. Designed for public-sector employees at the local, regional, and provincial levels, including those from school districts and health authorities who play a direct or indirect role in managing the procurement process for construction projects, this one-day workshop will review foundational best practices in procurement and highlight issues relevant to today's unique construction market challenge.

Instructors: National Education Consulting Inc.

Price: VRCA Member - \$599 / Full - \$779

Format: One day (8 hours) of in-class instruction

Construction Management Contracts

Construction Management (CM) form of project delivery takes a team approach to the construction process. The concept joins the Owner, Consultant and Contractor in a team whose objective is to deliver the project with emphasis on time, budget and constructability. The CCDC developed three CM contract forms:

- CCDC 5A Construction Management Contract – For Services
- CCDC 5B Construction Management Contract – For Services and Construction
- CCDC 17 Stipulated Price Contract Between Owner and Trade Contractor for CM Projects

Instructors: CCA

Price: VRCA Member - \$200 / Full - \$250

Format: 3.5 hours of in-class instruction

Advertise here!

**Visit our website for more
information on advertising
options in the VRCA
Education Catalog**



Green Building

Green Building Raising Systems: An Overview and Comparison



Come and join us at VRCA in a full day workshop that will walk you through a comparison of LEED, BuiltGreen, Passive House, WELL Building Standard, and briefly introduces the Living Building Standard.

Some of the learning outcomes include:

- Briefly describe how each of the rating systems evolved, and what their market is today
- Determine what types of projects (and owners) are suited to each rating system
- Describe what is included in, and excluded from each
- Explain the key aspects of how construction can meet each of these standards
- Know their role, and the role of others in contributing to project certification
- Know what will be required of trades for all material reporting

Instructors: Brenda Martens

Price: Member \$395 / Non member \$4955

Format: 8 hours of in-class instruction

LEED: Indoor Air Quality Management and Erosion and Sediment Control



Come and join us at VRCA in a half-day seminar that will develop your understanding of LEED indoor air quality and erosion and sediment control.

Some of the learning outcomes include:

- Understand the key components of an Indoor Air Quality Management Plan
- Review concepts behind preventing IAQ issues during construction
- Strategies and synergies between IAQ credits
- Understand why erosion and sediment control matters – why do we care and what regulations apply
- Understand how LEED defines and approaches erosion and sediment control
- Be able to recognize the risk level of different site conditions for erosion and sediment control

Instructors: Brenda Martens & Joanne Sawatzky

Price: Member \$150 / Non member \$175

Format: 4 hours of in-class instruction

LEED: Material Training



Come and join us at VRCA in a half-day seminar that will develop your understanding of the new LEED V4 Material selection and reporting requirements.

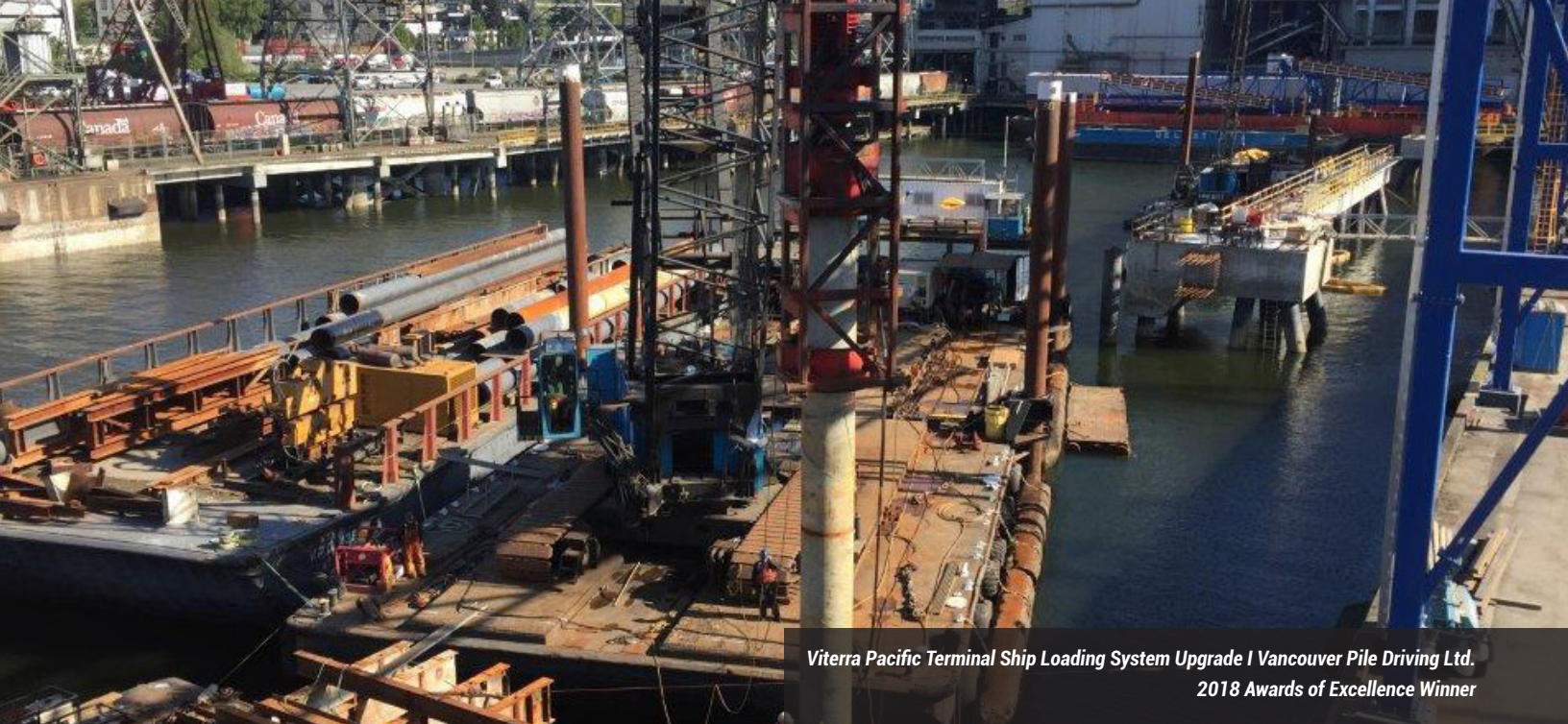
Some of the learning outcomes include:

- Understand the new metrics used in LEEDv4 with respect to credit achievement
- Be able to determine what a "product" is according to LEED
- Explain what an Environmental Product Declaration (EPD) is
- Awareness of the "raw material" reporting requirements

Instructors: Joanne Sawatzky & Brenda Martens

Price: Member \$150 / Non member \$175

Format: 4 hours of in-class instruction



*Viterra Pacific Terminal Ship Loading System Upgrade | Vancouver Pile Driving Ltd.
2018 Awards of Excellence Winner*

Leadership & Management

Construction Business Management



Learn how to improve the management and business systems in your construction company. This course will cover all areas of a construction business including strategic planning, business planning, marketing, operations, HR management, financial reporting, bonding and insurance and risk management.

Instructor: Tim Williams, BGC Partners Inc.
Price: VRCA Member - \$595 / Full - \$675
Format: Two days (16 hours) of in-class instruction & optional online component

Email Etiquette

This highly impactful workshop enables individuals and teams to think about how their email affects others. It covers the key areas of volume management, time management and email writing best practices. Individuals and teams gain consensus on ways to use email more effectively while developing clear and concise communication habits, both internally and with clients.

Case studies done in this area show that by simply increasing awareness of poor email habits, we can reduce the volume of email sent within an organization by up to 63% (equivalent to 10,400 people hours in a company of about 100 people) and increase the quality of email communications substantially.

Instructor: Think Productive
Price: VRCA Member - \$295 / Full - \$395
Format: 3.5 hours of in-class instruction

Hiring in a Candidate-Driven Market

Finding great people for your business is hard. With unemployment in British Columbia at historic lows, and persistent labour shortages in construction, hiring has become more challenging than ever. Without the right employees on your team, you can't take on new projects or meet important deadlines. On average, top candidates are only "on the market" for ten days. How can employers possibly keep up?!

Hiring is equal parts science and art. Learn strategies for building your workforce with the right key talent to ensure the continued growth of your business. This workshop will teach you how to attract, select and hire the right people for the right jobs.

Instructors: Envol Strategies
Price: VRCA Member - \$295 / Full - \$375
Format: One day (8 hours) of in-class instruction

Lead to Succeed: Leadership Skills for Foremen



How do effective leaders create an environment where they can inspire their teams to perform at their highest levels of engagement and commitment every day? In the past, old-school leaders worked from a top-down hierarchy model – using a carrot/stick mentality to try and manage behavior. These tactics sometimes produce short-term improvements, but fail in making real, lasting, changes in team performance.

This course is designed to help you discover a more effective way of leading your team – starting with yourself. Leadership is an inside-out exercise, and this course will give you tools to better understand your own leadership strengths, how to motivate others, and how to listen and communicate better with your team.

Instructor: Tony Healy
Price: VRCA Member - \$395 / Full - \$495
Format: One day (8 hours) of in-class instruction

Project Management



Learn how to successfully manage a construction project!

Participants will gain an understanding of the project processes and constraints encountered by project managers (using PMBoK 5th Edition approach). The course will cover project planning, contract process, risk management, estimating, cost control, scheduling, communications and postmortem analysis.

Instructors: Mark Waters, BGC Partners Inc.
Tim Williams, BGC Partners Inc.
Price: VRCA Member - \$595 / Full - \$675
Format: Two days (16 hours) of in-class instruction & optional online component

Planning for Foremen



Strengthen your skill (and value to your company) by gaining a strong foundation in practical task planning. Working with hands-on, practical exercises, you will practice working through the various elements needed to put together a complete activity plan for your crew. Course topics include calculating manpower needs, determining material and equipment needs, building quality and safety into your plan and much more!

Instructor: Mark Taylor, PEng., G.S.C.
Price: VRCA Member - \$295 / Full - \$355
Format: One day (8 hours) of in-class instruction

Supervisory and Management Skills



This course will enhance your ability to build a collaborative team culture, improve morale and effectively communicate with people on their job sites. Participants will learn about leadership, motivational theory and application, improving group and individual performance, psychographic testing, time and stress management, staff training, substance abuse, appropriate discipline techniques, negotiating skills, conflict resolution and construction management systems.

Instructor: Mark Waters, BGC Partners Inc.
Tim Williams, BGC Partners Inc.
Price: VRCA Member - \$595 / Full - \$675
Format: Two days (16 hours) of in-class instruction & optional online component

Love Them or Lose Them: Employee Retention

More than 80% of employees are either actively looking for a new job or are open to one. Organizations are investing in active retention more than ever before. Learn strategies for retaining your organization's key talent and ensuring the continued growth of your business.

Retention begins with having the right people on the bus. Not all turnover is bad turnover. This workshop will teach you how to identify your key players and develop strategies that keep them engaged and fulfilled with your organization. Join us!

Instructors: Envol Strategies
Price: VRCA Member - \$295 / Full - \$375
Format: One day (8 hours) of in-class instruction



*Emily Carr University of Art + Design | EllisDon Corporation
2018 Awards of Excellence Winner*

Legal Matters

Builders Lien Act

The Builders Lien Act is a useful tool if used properly, however, if misunderstood, it can lead to serious financial and legal consequences. This course will provide participants with the knowledge and background to understand the rights, remedies and processes created by the Builders Lien Act.

Instructor: Tyler Galbraith, Jenkins Marzban Logan LLP
Price: VRCA Member - \$89 / Full - \$139
Format: 3 hours of in-class instruction



Construction Law

In this course, participants will develop an understanding of contract law as it relates to construction and the various CCDC/CCA and other contracts used within the industry. Participants will also learn how the Builders Lien Act works and the other legal means to resolve construction disputes and avoid litigation.

Instructors: David Letkemann, Linley Welwood LLP
 Mark Waters, BGC Partners Inc.
 Tim Williams, BGC Partners Inc.
Price: VRCA Member - \$595 / Full - \$675
Format: Two days (16 hours) of in-class instruction & optional online component



Change Order Management

Changes are an inevitable part of the construction process but if not managed well, change orders can cause unnecessary project disruptions and lead to cost increases and schedule delays. This course will provide participants with best practices for successfully navigating this complex project management challenge.

Instructors: Mark Waters, BGC Partners Inc.
 Tim Williams, BGC Partners Inc.
Price: VRCA Member - \$295 / Full - \$355
Format: One day (8 hours) of in-class instruction



Joint Health & Safety Committee (JHSC)

A Joint Health and Safety Committee (JHSC) is composed of worker and management representatives and is a primary component of any employer's Occupational Health and Safety (OHS) management system. This co-operative involvement ensures that everything possible is done to identify, eliminate or mitigate workplace health and safety hazards. A JHSC has been a legal requirement for all BC workplaces with 20 or more regularly employed workers and must be given the necessary training to permit them to efficiently and effectively carry out their assigned duties. For smaller companies, a Worker Health and Safety Representative would be appointed in place of a JHSC.

Instructor: Tim Williams, BGC Partners Inc.
Price: VRCA Member - \$295 / Full - \$355
Format: One day (8 hours) of in-class instruction



Legal Matters Continued...

Tender, Contract and Builders Lien Law



The legal rights and obligations of those involved in a construction project crystallize in the tendering phase and end well after the project is completed. During the construction process, those legal rights and obligations change and expand based on, for example, the contracts in place, the Builders Lien Act and the bonds that have been issued. In order to ensure that the project is built properly, on time and on budget, it is important that all involved know and understand their legal rights and obligations. This course is designed to provide those involved in the construction industry with the legal foundation to navigate through the tender and construction phases of a project.

Instructor: Tyler Galbraith, Jenkins Marzban Logan LLP

Price: VRCA Member - \$89 / Full - \$139

Format: 3 hours of in-class instruction

The Construction Industry and Legalized Cannabis: What Do You Need to Know?

The use of recreational cannabis is now legalized and this raises new challenges for those in the construction industry, where safety is paramount and multiple employers and contractors may be operating on the same project or work site.

Please join Singleton Reynolds' workplace law Partner Melanie Samuels as she discusses the unique challenges faced by employers in the construction industry, and how they can be practically managed.

Instructor: Melanie Samuels, Singleton Urquart Reynolds Vogel LLP

Price: VRCA Member - \$45 / Full - \$65

Format: 1.5 hours of in-class instruction



Advertising & Event Sponsorship Opportunities

Promote your business through a broad range of member publications and networking opportunities at VRCA marquis events that include annual golf tournaments, Construction Leadership Forum, Awards of Excellence gala and a variety of breakfast seminars specifically designed for the general and trade contractors, manufacturers, suppliers and professionals who service the industrial, commercial and institutional construction industry.

Learn more on our website: vrca.ca/services/advertising-opportunities

Safety

COR Internal Auditor Training

Want To Be a BCCSA COR Internal Auditor? Here Are The Key Items You Will Learn:

- Experience and Background: A successful COR Internal Auditor Will Have...
- Tools Of The Trade
- Construction Industry Specific
- Obtaining Your COR Internal Auditor Certificate
- Maintaining Your COR Internal Auditor Certificate
- Quality Assurance

Instructor: BC Construction Safety Alliance
Dates: Visit our [Education Calendar](#) for dates
Price: \$200 * Eligible for No Cost Training
Format: Two days (13 hours) of in-class instruction

Leadership for Safety Excellence™

This course introduces the basic concepts of health and safety that the participants will need to know so that their company can set up an excellent health and safety program. It is designed for people who are responsible for health and safety in their organizations. We introduce leading-edge practice in health and safety and provide ideas and practical tools to take back to the workplace and use right away.



Instructor: BC Construction Safety Alliance
Dates: Visit our [Education Calendar](#) for dates
Price: \$200 * Eligible for No Cost Training
Format: Two days (13 hours) of in-class instruction

Principles of Injury Management

This one-day course introduces leading edge practices in injury management and provides ideas and practical tools that participants can take back to their workplace and use right away.



Instructor: BC Construction Safety Alliance
Dates: Visit our [Education Calendar](#) for dates
Price: \$100 * Eligible for No Cost Training
Format: One day (6.5 hours) of in-class instruction

Train the Safety Trainer

This one-day course is designed to assist participants to plan and deliver safety training. Ideas and strategies are presented that will provide participants with a basis for making sound decisions in their training settings. The emphasis in this course is on the development of practical skills that they can take back and use.



Instructor: BC Construction Safety Alliance
Dates: Visit our [Education Calendar](#) for dates
Price: \$100 * Eligible for No Cost Training
Format: One day (6.5 hours) of in-class instruction



*BCCSA's No Cost Training:

If your employer belongs to construction sector 72, or has the classification unit (CU) number 704008, or CU 712033 then you are eligible for FREE training in BC for select courses!

Contact BCCSA for more information: info@bccsa.ca

Enjoy the Flexibility of Learning Online!

The VRCA is excited to partner with the BC Construction Safety Alliance, Danatec, BuildForce Canada, BIS Training Solutions and Education To Go, to offer hundreds of online courses, a sample of which is outlined below. Designed to enhance business development, leadership and management, productivity, computer and safety skills, our online courses can be taken anywhere you have access to the internet.

Business Development

Building Teams That Work

Teams are becoming a staple in today's workplace. In this course, you'll learn the components of a successful team and the stages of its development. You'll master the skills you'll need to effectively manage projects, make decisions, and solve problems in a team setting. Plus, you'll have a chance to learn the pitfalls of unhealthy group interaction and minimize any of its effects on your team.

Along the way, you'll follow real-life examples and scenarios to help you identify with the team-building process. There's a lot more to it than just getting a number of people together in a room at the same time. Are you eager to develop your leadership qualities and be a quality team participant? Many of today's teams rotate leadership roles, so it's crucial to understand both perspectives as you learn the best ways to communicate and work together for positive change.

Communication, Negotiation, and Conflict Resolution

This course has been designed to help improve written, verbal and negotiating skills within the construction industry. The course contains interactive elements, case studies, practical examples, a search function, course glossary and reference library. This course is intended for supervisors, project managers, etc. who must deal effectively and professionally with clients, consultants, trade partners and employees.



Construction Industry Ethics

Ethical behaviour is paramount in the construction industry. By maintaining high ethical standards and being consistent in our practices, we thrive both personally and professionally. The Construction Industry Ethics course can help you navigate the ethical grey areas you face every day.

The Construction Industry Ethics course has been designed to help you understand ethics as it relates to the construction industry through practical examples of ethical decision making.

NOTE: Effective January 1, 2017, the online ethics course PLUS a full day classroom ethics course is mandatory to receive Gold Seal Certification (See Page 6).

Introduction to Building Information Modeling (BIM)

As an emerging technology, Building Information Modeling (BIM) is generating a lot of buzz in the construction industry. This course provides an overview of how this technology benefits the construction process.

As BIM is adopted by more and more companies in the construction industry, its usefulness has expanded beyond the original design phase activities. This course positions BIM in the context of all phases of construction, illustrating how to maximize BIM as a tool for the entire construction team. You will see how BIM fits into the construction workflow. It introduces the BIM philosophy in design, bidding, construction, commissioning, delivery and as-built stages of construction.



Introduction to Construction Estimating

Accurate and precise estimating is critical to the financial viability of a construction firm. This course provides an introduction to the field of construction estimating and covers all aspects of the production of an accurate estimate.

This training program will provide you with the knowledge and skills to visualize the scope and magnitude of a construction project and produce reliable estimates. This is accomplished by reviewing drawings through various phases of a project with the aim of determining the quantity and type of materials required for the project.

Mastery of Business Fundamentals

Are you interested in acquiring practical business experience in strategic planning, management and finance without enrolling in an MBA program? This course is for you! You'll understand the significance of strategic planning and discover how external and internal environmental factors affect an organization.

Using Social Media in Business

In today's fast-paced and globally connected environment, social media is a game changer for businesses and business owners who use this powerful medium in the right way. Whether you're looking for a new way to market your business or simply hoping to gain a better understanding about the excitement that surrounds social media, this course will empower you.



BIM Technology

Revit Architecture 2018 The Complete Guide (Guided)

Revit Architecture The Complete Guide is designed to give you a solid understanding of Revit Architecture, its features and capabilities, from the basics through to the most advanced and complex topics. This course covers Creating Walls, Adding Site Features, Using Massing Tools, Rendering and Walkthroughs, and Using Advanced Features.

Autodesk Revit allows professionals to optimize building performance and share model data with engineers and contractors. It is software for architectural design, MEP, and structural engineering, and a solution for collaborative BIM; its powerful tools let you use the intelligent model-based process to plan, design, construct, and manage.

AutoCAD 3D 2018 The Complete Guide (Guided)



AutoCAD 3D The Complete Guide is designed to give you a solid understanding of AutoCAD features and capabilities. This course covers Getting Started with 3D, Views of 3D Models, Creating Surface Models, Creating Meshes, and Cameras and Creating the Animation.

Autodesk AutoCAD is a powerful CAD software helping professionals create 3D models faster and with more precision. Its simplified 3D modeling allows teams work more efficiently by sharing models across connected desktop, cloud, and mobile solutions.

Navisworks Manage 2018 The Complete Guide (Guided)

Navisworks Manage The Complete Guide is designed to give you a solid understanding of Navisworks Manage features and capabilities from the basics to the more advanced topics.

Autodesk Navisworks is a software designed to provide an environment to coordinate project information in a neutral location. The intention is to ensure that all parties share their project information and link it to the Navisworks environment for better coordination and control of the project.

Bluebeam Revu Fundamentals



Bluebeam Revu is an award-winning software application that allows you to create, edit, markup, and collaborate using PDFs. In this course, you'll learn how to use Bluebeam Revu's core features on a basic level.

To get the most out of this course, we strongly recommend you review every topic within the course, and use all the learning styles to ensure you retain the important information within. We also encourage you to take all the progress tests to ensure you have retained the knowledge, and most importantly practice with the real world, Let Me Try examples.

3ds Max 2018 The Complete Guide (Guided)

3ds Max The Complete Guide is designed to give you a solid understanding of 3ds Max features and capabilities from the basics through to the most advanced topics. This course covers Object Selection, Materials and Maps, Animation Basics, and Particle Flow.

3ds Max is a complete 3D computer graphics program that helps professionals and artists create 3D animations, astounding environments, models, games, images, and everything in between.

Autodesk Vault Basic The Complete Guide (Guided)

Autodesk Vault Basic The Complete Guide is designed to give you a solid understanding of Autodesk Vault 2018 Basic features and capabilities. Vault data management software helps organize, manage, and track data creation, simulation, and documentation processes - for design, engineering, and construction teams.

Every course is designed to use all learning styles from text, audio, video, interactivity and quizzes.

You'll follow a workflow-based approach that mirrors the development of projects in the real world, learning about Working with Files, Vault Administration, and Extended Tools and Workflows.

To get the most out of this course, we strongly recommend you review every topic within the course, and use all the learning styles to ensure you retain the important information within. We also encourage you to take all the progress tests to ensure you have retained the knowledge, and most importantly practice with the hundreds of real world, Let Me Try examples.

Raster Design 2018 The Complete Guide (Guided)

Raster Design The Complete Guide is designed to give you a solid understanding of Raster Design features and capabilities, from the basics to the more advanced topics. This course covers Getting Started with Raster Design, Color Maps, Correlating, Rubbing and Cropping, and Using the Vectorization Tools.

Autodesk Raster Design is a toolset for AutoCAD based products, built purposely for working with raster images inserted into AutoCAD drawings.

Computer Skills

Microsoft Excel

Do you work with numbers? Then you need to master Microsoft Excel –and we have the courses to do it online. These step-by-step online courses have something for everyone, covering beginner, intermediate and advanced lessons in Excel.

Our course will provide you knowledge for various Windows versions of the program – from Microsoft Excel 2010 to Microsoft Excel 2016.

Microsoft Outlook

Are you overwhelmed by emails, meetings and to-do lists? Harness the power of Microsoft Outlook and you'll instantly enhance your efficiency and productivity.

You'll learn how to manage the flood of emails you receive, creating folders and archives so you can always find what you need. You'll discover how to keep track of your contacts, how to use Outlook's Calendar and Alert features and much more.

We offer courses for two Windows versions of the program – Microsoft Outlook 2010 and Microsoft Outlook 2013.

Microsoft Project

Discover how to effectively plan, implement and control projects using Microsoft Project. From sequencing tasks, producing a baseline and assigning resources and costs, to tracking progress, analyzing variances and revising your project plan, Microsoft Project can help you organize all your project's details quickly and effectively.

Our course will provide you knowledge for various Windows versions of the program – from Microsoft Project 2010 to Microsoft Project 2019.

QuickBooks for Contractors

Contractors have many unique bookkeeping needs, so we've designed this course from the ground up specifically for the construction industry.

We offer courses for three versions of the program – QuickBooks 2013 for Contractors, QuickBooks 2016 for Contractors and QuickBooks 2017 for Contractors.

Leadership & Management

Construction Project Management



This course is intended for everyone working in construction in any part of the country, in any sector (residential, industrial, commercial, institutional, pipeline, civil). The information presented in this course will help you understand what you can do to successfully administer projects, and will provide you with the necessary tools to help manage a project. This training program will provide you with the knowledge and skills to help you plan and administer projects from start to finish.

First Level Supervisor Training Program (FLST)



This course offers the critical basic skills and concepts needed to supervise a crew in the residential, institutional, commercial, industrial and civil construction sectors.

Supervisors play a key role in ensuring the job gets done on time, on budget and safely. This course will introduce you to all aspects of supervision, beginning with a discussion of the supervisor's role and the skills required. Then, the supervision basics are covered: leadership vs. management, due diligence, communication skills, meetings and handling disagreements and problems.

Leadership

Leadership skills can help you gain the respect and admiration of others, while also allowing you to enjoy success in your career and more control over your destiny. Contrary to popular belief, leadership skills can be learned and developed. Even if you don't hold a leadership position, this course will teach you how to use the principles of great leaders to achieve success in almost every aspect of your daily life.

Legal Matters

Construction Law



This course is intended to provide members of the construction industry with an understanding of construction law.

This course is designed to teach and familiarize owners, managers, supervisors and project managers with construction contracts and contract law; liabilities and responsibilities of all parties to a contract, compiling and submitting proper extras and claims and ways and means for leaders to avoid conflict with contracts, owners, trades and labour.

Diversity & Discrimination Awareness for Supervisors

The online Diversity & Discrimination Awareness for Supervisors course will help supervisors understand discrimination laws and actively promote diversity in the workplace.

Harassment Prevention

This powerful, engaging online course defines and explores various types of harassment, retaliation and bullying. It explains Ontario Bills 132 and 168, BC Bill 14, Harassment under the 1977 Human Rights Act, supervisor responsibilities, confidentiality, employee complaint procedures, the potential for legal exposure and much more.

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Safety

Arc Flash Hazard Awareness 2017

This course is designed with the intent of educating the participant in the hazards associated with the use of electricity. Whether you are a seasoned journey person, apprentice, engineer, student or manager, this course has been designed with you in mind.

Aerial & Scissor Lift Safety

Working at heights can be dangerous, and the majority of aerial lift accidents happen because of a lack of training or inattention. In this course, you will learn that operating aerial lifts safely begins with preventive maintenance, conditioning of machinery, and many other considerations before turning the key.

Confined Spaces Safety Awareness (CSP)



Confined spaces can be hazardous if not approached with an understanding of how to prepare for entry, how to enter and work safely and what to do if an incident occurs.

This course will introduce you to the types of confined spaces and the associated hazards.

Construction Safety Training System (CSTS-09)



Making sure that construction worksites are as safe as possible begins with providing basic safety training to all employees. CSTS-09 is a computer-based worker-specific safety program that is acknowledged industry wide. Self-paced and user friendly, the program is an excellent introduction or refresher to key construction industry safety considerations. CSTS-09 certificates do not expire and are VALID in BC, Alberta and the rest of Canada.

Electrical Safety Training

Canada's newest electrical standard, the CSA Z462, outlines the requirement for safeguarding workers from electrical hazards. Accordingly, this online course provides a well-rounded approach to the basics of electrical safety and helps increase understanding of the dangers of electricity from both a shock protection and arc flash protection point of view.

Fall Protection

This online Fall Protection course is designed to provide you with the knowledge to help minimize fall hazards and protect yourself and others from serious injury.

First Aid Basics Online

This online course is designed to help learners respond appropriately to first aid and emergency situations that may arise at work, home and around the community. This course teaches basic first aid only; it is not a substitute for full first aid training and certification or CPR training and certification.

Ground Disturbance for Supervisors 201

This online Alberta Common Ground Alliance endorsed course is designed for planners, managers, supervisors and employees who are or will be required to develop, plan and implement any kind of ground disturbance.

Hydrogen Sulfide (H2S) for General Industry

Workers who could potentially be exposed to hydrogen sulfide (H2S) in excess of ACGIH's Threshold Limit Values are required to receive annual H2S safety awareness training. Therefore, this online course is intended for employees who work with or around H2S.

Managing Medical Marijuana in the Workplace

Cannabis legalization has created unprecedented challenges for employers, especially those in safety-sensitive industries. Managing medical cannabis in the workplace is a delicate balance between the employer's duty to accommodate and the employer's responsibility to maintain a safe workplace.

This online course is the most comprehensive training on medical marijuana for employers available in Canada. It will provide an understanding of the regulations governing medical cannabis and provide you with direction on how to manage this complex topic in your workplace.

Pipeline Construction Safety Training Course (PCST)

This course has been designed and developed by the construction industry to address health and safety issues specific to pipeline construction in the oil and gas industry.

Construction safety is not to be taken lightly and it is something that the pipeline construction industry takes very seriously. This course is intended to familiarize you, the worker, with how to recognize, assess and control hazards on the work site.

Transportation of Dangerous Goods (TDG)

This online Transportation of Dangerous Goods (TDG) course covers crucial information pertaining to the legal transportation of dangerous goods on Canadian roads. After completing this course, participants should know the regulations governing the transportation of dangerous goods in Canada; the 9 classifications of dangerous goods; the placards, labels and accompanying TDG symbols required on vehicles and containers; requirements surrounding appropriate emergency response in the event of an accidental product release or spill; and documentation requirements when transporting dangerous goods.

Workplace Hazardous Materials Information Systems (WHMIS 2015)

This online WHMIS 2015 course aims to prevent workplace injuries, diseases and deaths resulting from the storage and use of hazardous products. This course implements the Globally Harmonized System of Classification and Labelling of Chemicals (GHS) standard for hazard classification and communication.

UBC Brock Commons I Urban One Construction Management
2018 Awards of Excellence Winner

BCCSA

British Columbia

Construction Safety Alliance (BCCSA) is a not-for-profit association that provides services to over 40,000 construction companies employing over 180,000 workers. It is funded by the construction and select aggregate and ready mix industries, who pay for BCCSA services through a portion of their WorkSafeBC annual assessments.

BCCSA offers a range of health and safety services that are compliant with WorkSafeBC requirements and straightforward and practical assistance to help contractors meet their health and safety needs and requirements.



CHAD BRECHIN, Integrity Design Studios Inc.

Chad Brechin, ASCT, is the President of Integrity Design Studios Inc. He is a "Georgie" award winning designer and has been designing commercial, industrial and high end residential construction projects for over twenty years. He received his ASCT in Building Science at BCIT and graduated with honours and an award resulting from a design competition. Chad joined the Applied Science Technologists and Technicians Association of BC in January of 1995. He is an experienced trainer who has taught technical drafting and AutoCAD 3D (BIM) at a university level.



TYLER GALBRAITH, Jenkins Marzban Logan LLP

Tyler Galbraith practices in the areas of construction and commercial litigation. Tyler has appeared before all levels of court in British Columbia and has been involved in several appeals, trials, arbitrations and mediations. He has acted in numerous builders lien and tender cases, disputes arising from delays, defective work, contract termination, bond claims and insurance coverage. He is the author of numerous construction law articles and other publications, with a focus on tender and builders lien issues.



ENVOL STRATEGIES

Make your business human. Sitting at the intersection of marketing and human resources, Envol specializes in recruiting, employer branding and human resources. We partner with organizations like yours to attract, hire, and engage great people.

We democratize your access to value-added hiring and people solutions, proving you don't need to rely on contingent recruitment agencies to build strong teams. Our solutions offer real dollar savings, providing you with access to actionable business intelligence and the ability to strategically manage your most important business asset: your people.

TONY HEALY,

Tony Healy is an EH&S Consultant who uses a coaching approach to empower successful safety cultures within his client companies. Tony is passionate about leadership coaching and has drawn upon his broad experience as a multi-sport, high-performance athlete, eight-year professional rugby playing career and his 15 year, highly-successful coaching career to deliver a course that takes the most up-to-date leadership theories and practices and boils them down to the essential.



DEBBIE HICKS,
DSH Consulting



With a comprehensive education background, including a Diploma in Business Administration, Bachelor of Science, teaching credential and an in-progress MBA, learning has been at the core of Debbie's career. She was President of the Southern Interior Construction Association in BC for 22 years and liaising with the buyers of construction services, architects, engineers and contractors in advocacy and education provides a solid base to her expertise. Through her experiences and teaching techniques, Debbie is able to bring both knowledge and interaction to the classroom.

**LEE KELLY, M.A.A.T.O.,
P.GSC,
Constructing Minds**



Lee's career began on the drafting boards on an Architect's office. There she learned a lot about the design perspective of construction but when she realized that Contractors had more fun, she left the boards and put on steel toed boots. With over 30 years of construction management experience under her belt, Lee has gained extensive knowledge and a solid foundation in construction practices, processes, and procedures. Lee was recently awarded The Construction Institute of Canada (TCIC) Chancellor's Award of Excellence.

GREG LEROUX,
*ES Computer
Training and
Technologies Inc.*



Greg Leroux has been a leading financial strategist, consultant and instructor since 2008. Greg has not only developed software that's currently becoming widely used in the financial industry, he's also been instrumental in implementing financial and data organization strategies for companies in various industry verticals across Ontario. Greg has worked closely with construction companies throughout Canada, lending his practical, results-driven approach to ensure success.

ANNE LEROUX,
*ES Computer
Training and
Technologies Inc.*



Anne is a founding partner of ES Computer Training and Technologies Inc. A graduate of the University of Waterloo, Anne has worked for large corporations and small ventures. Established in 1992, ESCTT Inc. provides computer infrastructure services to businesses in various industry verticals. Products/ventures have included risk management software for construction, business intelligence software, thin client data systems, distributed workforce software as well as establishing ESCTT Inc.

DAVID LETKEMANN,
Linley Welwood LLP



David Letkemann, BBA, LLB, is a partner at Linley Welwood LLP, a law firm that focuses its practice on business law and litigation. David practices in the field of civil litigation, including personal injury, commercial, estate and construction law. He has participated in numerous trials in the BC Supreme Court and has also appeared before the Court of Appeal on several occasions.

**BRENDA MARTENS (O.B.C., B.Sc.,
CSBA, LEED AP BD+C, LEED Fellow)**
Pinchin Ltd.

Brenda has worked in the building industry for over 25 years as a practitioner, educator and advocate in the field of green building and sustainability. She is past faculty with the Canada Green Building Council (CaGBC) and the University of British Columbia Continuing Studies and currently teaches green building and sustainability for BCIT. Brenda has worked on commercial, residential, industrial and institutional projects throughout the province and was involved in the design and construction of many signature green projects, including the Vancouver Olympic Village (LEED Gold and Platinum certified), the Whistler Athletes' Village, Okanagan College Centre of Excellence (Living Building Petal Candidate, LEED Platinum certified), and over 20 non-market housing projects in various communities across BC.

**National Education
Consulting Inc.**

National Education Consulting Inc. (NECI) is widely recognized as an industry leader in providing high quality, directly relevant and practical procurement and contract management training since 1991. With a long-established specialization in construction procurement and contract management education, NECI has worked with hundreds of public owners at all levels of government to specifically address risk areas, process considerations and risk mitigation strategies relevant to infrastructure projects. NECI's instructor team comes from a wide variety of backgrounds, with each individual recognized as a leader in the procurement and contract management field.

**JOANNE SAWATZKY (BTech, MSc.,
CPHC, LEED AP BD+C),
Pinchin Ltd.**

Joanne has over a decade of experience working in design, construction and operation on commercial, residential, and healthcare building projects across Canada. She is the first female BuiltGreen Canada High Density Verifier and has taught contractor training through the Vancouver Regional Construction Association (VRCA). She has also taught and mentored building science students in the Architectural Science Department at Ryerson University. Joanne has led many of Light House's most challenging and innovative projects, including The Whistler Athletes Village, The Foundry, and Telus Gardens Office and Residential. She works closely with a wide range of clients — from developers to architects — on implementing green building projects, technical policy development, contractor training, and post occupancy evaluations.

**MELANIE SAMUELS,
Singleton Urquhart
Reynolds Vogel LLP**

Melanie Samuels has extensive experience in Labour and Employment Law and has been practicing in this area for more than 25 years. She is Co-Chair of the Employment and Labour Group at Singleton Urquhart Reynolds Vogel LLP, and she is a member of the firm's Management Committee. She advises clients on all workplace issues including providing guidance on disciplining and/or dismissing employees, drafting employment contracts and policies and advising on human rights issues, including harassment and the duty to accommodate. Melanie is regularly invited to speak on key workplace issues including bullying and harassment. She also provides hands-on training to various industry groups seeking to ensure respectful work environments.



**DAVID SHEARER,
Pinchin Ltd.**

David Shearer is a Director in the Indoor Environmental Quality (IEQ) group. David holds a Bachelor of Science in Environmental Science from the University of Guelph and is a Canadian Green Building Council, Leadership in Energy and Environmental Design Accredited Professional (LEED AP) and a member of the Canadian Association of Radon Scientists and Technologists. David has more than 15 years of environmental consulting experience and has completed nearly 4,000 projects on behalf of Pinchin Ltd., including detailed mould, IEQ and hazardous materials site assessments; risk assessments; remedial solution design; quality assurance monitoring; reinstatement; and renovation. This experience extends to residential, commercial, industrial and government projects. David has been responsible for a variety of high-profile water damage and mould assessment projects in some of Western Canada's most valuable and unique buildings. This includes developing assessment methodologies, selecting assessment tools and analytical methods, evaluating remediation processes, implementation planning, monitoring and oversight.

Think Productive.

Think Productive is a global productivity training company founded on the principles of Graham Allcott's best-selling book *How to be a Productivity Ninja*. We firmly believe that in today's knowledge economy the real resource isn't time, but rather attention, focus, motivation and energy. We help organizations across Canada and the United States control information overload, reduce stress levels and increase playful, productive momentum at work. Our fun and engaging workshops help people gain control over their email in-boxes, banish procrastination, and free up time and energy to dive deeper into more meaningful and satisfying work.

**MARK TAYLOR,
Mark Taylor
Construction
Advisory Services
Ltd.**

Mark Taylor, P.Eng., G.S.C. President, Mark Taylor Advisory Mark is a construction industry veteran with over 30 years of front-line experience. Through his extensive experience running and guiding business units for major international contractors, Mark has developed proven systems and strategies to improve efficiency and effectiveness.



**MARK WATERS,
BGC Partners Inc.**

Mark Waters, CTech., GSC, is the Director of Training for BGC Partners Inc. His career in the construction industry spans the past thirty years. Mark is a Gold Seal Certified project manager and served many years in the industry as a senior project manager and estimator. His earlier career was field based, providing years of valuable experience as a project superintendent, general superintendent of field operations and surveying.



**TIM WILLIAMS,
BGC Partners Inc.**

Tim Williams, MBA, B.Econ., CPA, GSC, is the President of BGC Partners Inc. BGC Partners provides training services tailor made for the construction industry. Tim has worked with numerous construction companies for over twenty years. He is a Gold Seal Certified project manager. He is an experienced and sought after trainer who has trained construction owners and managers on behalf of construction industry associations across Western Canada.

