PRACTICE TYPE: Human Resources
PRACTICE TITLE: Co-operative Human Resource Development Opportunities

A. Introduction
The College recognizes that faculty, support and administrative staff may be interested in seeking inter- and intra-institutionally based human resource development activities designed to offer staff an opportunity to explore, plan or pursue expanded career directions within or outside of the College.

The institutional benefits associated with co-operative inter- and intra-institutionally based human resource development opportunities can be significant and are thus encouraged providing the necessary details can be satisfactorily arranged.

B. Practice on Co-operative Human Resource Development Opportunities

1. To ensure staff are able to effectively plan and obtain maximum personal, professional and/or institutional benefits from these types of unique opportunities, requesting participants should incorporate and present these human resource development opportunities in the context of a clear and focused short- or long-term personal, educational or professional career development plan.

2. In keeping with a desire to maintain a flexible approach in response to the diverse range of potential co-operative institutional opportunities, the College has identified the following activities as indicators of the types of opportunities which might be considered under this practice:

(a) Exchange opportunities in which a temporary exchange of personnel (e.g. faculty for faculty, administrator for administrator, faculty for administrator) might be arranged with an educational or other institutional counterpart. Similarly, internal exchanges within the College might allow individuals to work within other College areas on an exchange, visiting or internship basis.
(b) Internship opportunities for College staff such as the following:

(i) the opportunity to work with or train staff in other areas of the College (e.g. administrative interns);
(ii) the opportunity to train interns from other colleges, businesses or industries (e.g. international teaching interns); or
(iii) an internship opportunity within a different educational or institutional counterpart (e.g. teaching at a hospital or other community college.)

(c) Secondment and/or placement opportunities, in which faculty, support or administrative staff might seek or obtain temporary positions in business, industry, government or an educational institution locations in order to develop contact networks, gain experience and/or test alternative career directions.

(d) Twinning or consortium opportunities arising from common inter-institutional needs and shared resources (e.g. Western Region Professional Development Steering Committee.)

(e) Alternative or non-traditional opportunities to utilize skills of a staff member in a new environment (e.g. China Exchange) or in a different professional context.

C. Procedures on Co-operative Human Resource Development Opportunities
Due to the individualized nature of co-operative opportunities, planning and implementation procedures may vary. The appropriate Vice-President should be advised of any co-operative plans and shall be responsible for advising the President.