

TRAINING AND SKILL SET DEVELOPMENT

In the next exercise, Roles, Responsibilities and Authority you identify the tasks that need to be transitioned as part of the management transition plan. The plans you make most likely involve internal on the job training — whether or not you formally talked about any training. This is the most common form of management transition on farms.

However, as part of the transition plan, external training may be beneficial. The next step in the management transition plan is to identify areas where external training may be beneficial and to develop a plan for this training.

The following list of training resources and courses is **not** meant to be an extensive list. It is meant to be a suggestion of known training resources for farm families. Consider consulting the following for additional training and education opportunities:

- government
- agricultural trade shows
- local fairs and exhibitions
- banks, credit unions or other financial institutions
- insurance agents
- producer groups and associations
- producers publications and media outlets
- university agriculture departments
- agricultural colleges

The Executive Program for Agricultural Producers (TEPAP)

TEPAP teaches advanced agribusiness skills such as international business development, niche market evaluation, analyzing and forecasting financial position, as well as personnel management and negotiation. Sharpen your management and leadership skills. Check the appendix on page 311 for contact information.

Canadian Total Excellence in Agricultural Management (CTEAM)

CTEAM is the most innovative program of its kind in Canada where progressive farmers come together to learn from each other, network and access the top agricultural experts in Canada. Check the appendix on page 311 for contact information.

Farm Credit Canada (FCC) Learning

FCC learning events feature hands-on workshops and seminars to help you make the most of your opportunities. Improve your management skills. Get information and insight, or gain a deeper understanding of issues that affect our industry. Check the appendix on page 311 for contact information.

Farm Management Canada Agriwebinar®

The Agriwebinar® is a web-based conference bringing the expertise of today's agricultural leaders that will inform and inspire you from the comfort of your home or office. There is no travel and no reason to miss out. The Agriwebinar® is free and anyone can participate as long as they have a computer and an internet connection. Even computers connected by a dial-up service can participate.

Check the appendix on page 311 for contact information.

Agritalent.ca – Government of Canada

This bilingual database provides concise listings of training and learning programs in agriculture offered across Canada. It was developed for producers, farm managers and other workers in the agriculture sector, as well as those without any experience seeking learning opportunities. Check the appendix on page 311 for contact information.

Why is this relevant?

External training is beneficial to family owned businesses. It may introduce new skills to the family, improve the management abilities of the team overall and introduce members to industry contacts. Making a plan for external training with associated timelines makes sure that individuals attain the skills they need to accomplish management transition plans.

Instructions

Refer to your Roles, Responsibilities and Authority chart that you make in the next step.

1. Review the roles and responsibilities that you made a transition plan for.
2. Determine if anyone would benefit from external training.
3. If yes, consult the list above, your MAFRD Go Office or other training/agriculture resources for opportunities.
4. Develop a training plan that includes:
 - a. an annual budget
 - b. who will attend courses or seminars
 - c. when they will attend
 - d. any follow-up to inform or educate the rest of the family
5. Review the training plan annually and make adjustments as required.



EXAMPLE

TRAINING AND SKILL SET DEVELOPMENT

| Activity 1: Attend a workshop on financial management. | | |
|---|--------------|--|
| Hosting organization: Farm Credit Canada | | |
| Location (if applicable): Rural town, MB | | |
| Budget: \$75.00 for travel costs | | |
| Who Attends | Dates | Follow-up |
| Rebecca and John | March 23rd | Report back to the family. |
| | | Determine if there's value in attending the second workshop. |

How does this apply?

Keep this document on file and refer back to it annually or as your situation changes. Use the following questions to guide the review.

- Are training plans happening according to schedule?
- Have family members run into problems maintaining the training plan timeline?
- Are there further training and skill-set plans that have been identified during the year and that need to be addressed?



EXERCISE: Go to the forms appendix at the back of this guide for a blank copy of the Training and Skill Set Development exercise on page 293.



WHAT TO WATCH FOR:

- If you are having trouble finding a course or seminar with subject material that meets your needs, contact your local MAFRD GO Office Business Development Specialist - Farm Management for help and further information.
- Refer to the MAFRD *Human Resource Management for Farm Businesses in Manitoba* for additional information.

Next steps

Congratulations on completing this topic. You are now a step closer to having a transition plan for your farm. Please proceed to the next topic area on your Transition Plan, but don't forget to add any assigned tasks that were generated by working through this topic.

Training and Skill Set Development

| Activity 1: | | |
|----------------------------------|--------------|------------------|
| Hosting organization: | | |
| Location (if applicable): | | |
| Budget: | | |
| Who Attends | Dates | Follow-up |
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