



## ©BETTER SUPERVISION SUPERVISORY TRAINING PROGRAM ELIGIBILITY & CANCELLATION POLICY

While this policy applies to the general participation of the Better SuperVision Supervisory Training program, CLR reserves the right to amend or make exceptions to this policy at its sole discretion.

### PROGRAM ELIGIBILITY

Registered participants must be affiliated with a union which is a member of the BC Building Trades (BCBT) or the Bargaining Council of British Columbia Building Trade Union (BCBCBTU).

A maximum of sixteen (16) seats are available per program session. In any given session, there will typically be a limit of three (3) non-CLR member registrations.

CLR will, at its discretion, cancel a program session if a minimum of ten (10) seats are not registered for a given session. If a session is cancelled by CLR, those that are registered will be offered the choice to either receive a refund of the registration fee or be put on a waiting list for future sessions. Those on the waiting list will have the first right of refusal for any available seats in upcoming sessions.

### CANCELLATIONS

Cancellations must be received at least forty-five (45) calendar days prior to the scheduled start date to be eligible for a refund. Any cancellation received less than forty-five (45) calendar days and up to fourteen (14) calendar days prior to the scheduled start date shall have the cost of the program credited to the company to use for future registrations subject to the PIN exception outlined in transfers below.

### TRANSFERS

Registration transfers will be permitted up to seven (7) calendar days prior to the scheduled start date. The online component PIN for the program is non-refundable and non-transferable once it is redeemed; therefore, a transfer after the PIN has been redeemed will result in an additional fee to provide a new PIN for the replacing participant.

## © *Better SuperVision* Candidate Registration and Profile

November 18 & 19 and 25 & 26, 2022

**SECTION 1 – Candidate Information**

**CLR Member**

**NON-CLR Member**

**Name:** \_\_\_\_\_ **Trade:** \_\_\_\_\_ **Years in Trade** \_\_\_\_\_  
(e.g. Carpenter, Electrician etc.) (Total)

**Current Position:** \_\_\_\_\_ **How Long?** \_\_\_\_\_ **Supervisory Experience:** \_\_\_\_\_  
(e.g., FMN, GF, Supt., Coordinator) (Current Position – Months? Years?) (Months? Years?)

**Section 2 – Company Sponsor & Candidate Mailing and Preferred Contact Information**

Company Name and **Complete** Mailing Address: \_\_\_\_\_ Candidate's **REQUIRED** Information:

\_\_\_\_\_ **Email Address:** \_\_\_\_\_

\_\_\_\_\_ **Cell Phone #:** \_\_\_\_\_

\_\_\_\_\_ **Union:** \_\_\_\_\_  
(primary associated union)

\_\_\_\_\_ **Collective Agreement:** \_\_\_\_\_  
(collective agreement you refer to)

Email: \_\_\_\_\_

Business Phone: \_\_\_\_\_ *(If you are a non-CLR member, an electronic copy of the collective agreement you refer to must be submitted with this form).*

**Section 3 – Candidate's Immediate Supervisor (Mentor) Information:**

The **©Better SuperVision** Supervisory Training Program includes post-classroom training. Each candidate will develop a Personal Learning Plan by using a Coaching Tool. The candidate and their immediate supervisor will select 3 – 5 competencies from the Coaching Tool to develop and will meet at least three times over a period of several months to evaluate progress.

Please provide the name, title/classification and contact information for this candidate's immediate supervisor, or if unable, the person who will perform this function.

\_\_\_\_\_ (name) \_\_\_\_\_ (title)

Business Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**Section 4 – Company or Sponsor Acknowledgement and Authorization:**

Non-refundable Fee: **CLR Member** - \$1,000 plus GST      **Non-CLR Member** - \$1,300 plus GST

\_\_\_\_\_ Name (please print)      \_\_\_\_\_ Title (please print)      \_\_\_\_\_ Signature      \_\_\_\_\_ mm / dd / yy

**Upon completion – please send to:**

Construction Labour Relations Association of BC  
 Email: [admin@clra-bc.com](mailto:admin@clra-bc.com) Phone: 604-524-4911