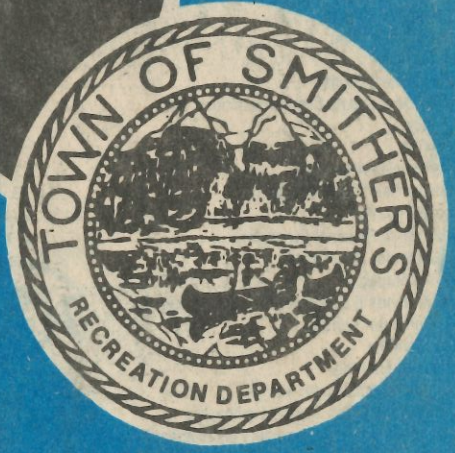


Dary Baker

SMITHERS



**NORTHWEST
COMMUNITY
COLLEGE**

**SMITHERS
RECREATION DEPARTMENT**

Pages 44 - 50

1987 WINTER PROGRAMS

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SMITHERS CAMPUS

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OUR STAFF

Regional Director

Smithers/Houston

Eileen Klassen

Program Co-ordinator

Houston

Tanya Widmark

Secretarial Staff

SMITHERS

HOUSTON

Jean Morris

Annette DuManior

Charlotte Gorley

Laurie Misener



A THANK YOU.....

To School District No. 54 for its co-operation and extensive use of school facilities that make the wide variety and number of courses possible for Smithers, Houston and surrounding communities.

LEARNING ... IT LASTS A LIFETIME

REGISTRATION

Full-time Programs -On a Continuous Basis as Space Available
Part-time Programs -Starting Saturday, January 3, 1987

You may register:

IN PERSON

At the College Centre
1070 Main Street
(Corner of Main and Alfred)

OFFICE HOURS

Days - 8:30 a.m. to 4:15 p.m.
Monday to Friday

Evenings - 7:00 p.m. to 10:00 p.m.
Monday to Thursday

TELEPHONE

847-4461

BY MAIL

A registration form is attached
**Mail-in Registration will only
be accepted after Giant
Registration Day.**

MAIL-IN REGISTRATION FORM

NOTE - PLEASE CONFIRM BY PHONE AVAILABILITY OF SPACE IN COURSES BEFORE

MAILING FEES.

Mail-in registrations will only be accepted **after** Giant Registration Day

NAME _____ PHONE (HOME) _____

ADDRESS _____ (WORK) _____

1) _____ (course) FEE: _____

2) _____ (course) FEE: _____

TOTAL: \$ _____ Cheque or money order is payable to: Northwest Community
College, Box 3606, Smithers, B.C. V0J 2N0. **Please no cash.**

Signature: _____ Date: _____



NORTHWEST COMMUNITY COLLEGE

GIANT REGISTRATION DAY

SATURDAY, JANUARY 3, 1987
9:00 a.m. to 1:00 p.m.

AT THE SMITHERS
COLLEGE CENTRE

If you want to make sure there's a place for you
in the course of your choice, come in and pre-pay
during our Giant Registration Day

FIRST COME — FIRST SERVED
PRE-PAID, IN-PERSON REGISTRATIONS ONLY

S-5

IMPORTANT INFORMATION

CLASS LIMITS

Most designated courses can only take a limited number of people. Your place in these courses will ONLY be held by pre-registration and payment of the fee by the pre-registration date. If you are registering by mail, confirm availability of space in courses with class limits, BEFORE mailing in registration fee. **NO REFUND WILL BE MADE AFTER THE PRE-REGISTRATION DATE.**

FEES

Tuition varies with each course and must be paid in full at the time of registration. You are encouraged to prepay for the course you wish to take. Courses with "class limits" must be pre-paid to ensure your place. All course fees must be paid no later than the second class. Students are required to present registration receipts to the instructor by this time. Credit will not be given for courses in which a student is not officially registered. Payment for courses, textbooks or other materials may be made by cash or cheque.

FEES FOR SENIOR CITIZENS

Senior citizens (aged 65 and over) and registered disabled persons are eligible for tuition-free enrolment in most Northwest College courses on a stand-by basis, provided that space is still available within 24 hours of the commencement of the course. This exemption will not apply to Security or Tool Deposits or to any charges for materials, books and supplies that are levied against other students in the course.

SPONSORED STUDENTS

Students whose fees will be paid by sponsoring agencies are required to present a letter to this effect from the agency concerned when registering.

INCOME TAX

Receipts totalling over \$100.00 are income tax deductible, so keep your receipts.

HOLIDAYS

Classes are not normally held on Statutory Holidays or when schools are closed.

PLEASE READ!

THIS IS NORTHWEST COMMUNITY COLLEGE

1986/87 Board Members Appointed by the Lieutenant-Governor in Council

Ernie Hill, Sr. Prince Rupert	Judy Jephson Terrace	Armand Robitaille Kitimat	Marjorie Spisak Ness Camp	
Terry Bennett Smithers	W. Hutchison Terrace	Joanne Monaghan Kitimat	William J. Smith Prince Rupert	Duane Gould Sandspit

STATEMENT OF PHILOSOPHY

GENERAL RESPONSIBILITY

Northwest Community College assumes general responsibility for all the valid educational and training services that are beyond the responsibility of the School Districts that exist in the College region.

DECENTRALIZATION

Northwest Community College is committed, wherever it is financially and physically feasible, to decentralize educational and training services so that the opportunities are equitably shared by residents of the regions. The College believes that access to these services can be facilitated where appropriate by utilization of modern technological developments in education.

PROVINCIAL RESPONSIBILITY

Northwest Community College's primary concern is with serving the needs of residents in its region. However, the College recognizes that, as part of the provincial educational system, it has a responsibility wherever possible to serve special needs of residents outside the College region.

ASSESSMENT OF NEEDS

Northwest Community College recognizes its mandate to provide for educational and training needs of all people in the College region by striving to facilitate access to the appropriate educational and training programs and services. To this end, the College actively seeks input from all segments of the community; it is especially responsive to recommendations made by advisory committees established by the College.

RELATIONSHIP WITH OTHER ORGANIZATIONS

When deemed appropriate, Northwest Community College co-operates with other educational and training organizations, both within and outside the region, in order that the best services possible might be provided.

PRESENTATION OF SERVICES

Northwest Community College strives for excellence in all the services it provides. It is committed to development of delivery systems that provide educational and training services for the people where they live and work. When considering the delivery systems to be used, the College is concerned not only with cost effectiveness but also with the quality of instruction.

COMMUNITY EDUCATION

Northwest Community College recognizes its responsibility to aid in the development of citizens who can participate fully and effectively in society in general and their individual communities.

GOVERNANCE OF COLLEGE

The governance and operation of Northwest Community College reflects the legitimate concerns of all elements within the College and in all the communities it serves.

ACCOUNTABILITY

Northwest Community College recognizes that it is a public institution utilizing public money for its operation, and that therefore it must be accountable to the public in everything it does. To this end, the operations of the College are open to public scrutiny. The College recognizes its responsibility to ensure that proper evaluation takes place in everything it does and that self-renewal is an ongoing obligation.

REFUND & LATE REGISTRATION POLICY

A NO-REFUND POLICY AFTER THE PRE-REGISTRATION DATE IS IMPOSED ON CLASS-LIMIT COURSES. The College reserves the right to change fees without notice, to limit registrations in any program, or to cancel or revise any of the courses listed.

General Conditions

1. Full refunds will be made only if a course is cancelled by the College or if a student withdraws from a course for medical or bereavement reasons in writing prior to the course start date.
2. Refunds requested prior to the course start date will be assessed an administration charge of \$10.00.
3. There will be no refunds for courses with tuition fees of \$10.00 or less except for those conditions in General Statement #1.

Part-time Courses (Includes all General Interest and Part-Time Vocational courses)

1. Withdrawal before the second class of a course - 100% of tuition fees less a \$10.00 administration charge.
2. Withdrawal after the second class of course - NO REFUND.
3. Special registration and refund policies apply to courses labelled as "Designated Courses". (These are all "CLASS LIMIT" courses.) NO REFUNDS will be made after the pre-registration date unless the space can be sold to another student, in which case the withdrawing student will be refunded 100% of the tuition fee less a \$10.00 administration charge.

Academic

1. A \$10.00 "late registration" charge will be assessed to any student registering after the second class.

2. Withdrawal after second class - 80% of tuition fee less a \$10.00 administration charge.
3. Withdrawal after third class or fourth class - 50% of tuition fee less a \$10.00 administration charge.
4. Withdrawal after fifth class - NO REFUND.

Vocational (Full-time)

1. A \$10.00 "late registration" charge will be assessed to any student registering after the first day of classes in a full-time vocational program.
2. Vocational full-time fees are assessed on a calendar month basis, prorated as necessary in the first and last months:
Entry between:
1st to 15th - 100% of monthly fee
16th to 23rd - 50% of monthly fee
24th to 31st - 25% of monthly fee
Leaving before:
1st to 7th - 25% of monthly fee
8th to 15th - 50% of monthly fee
16th to 31st - 100% of monthly fee
3. Refunds on withdrawal before completion date will be 100% of unused tuition (part months prorated as above) less a \$10.00 administration charge. (There will be no administration charge on refunds for students who have completed their program earlier than anticipated when fee payment was made.)

TEXTBOOK SALES & REFUNDS

Textbooks will be available at Northwest Community College, 1070 Main Street, Smithers, 9:00 a.m. to 4:00 p.m. Monday to Friday; or evenings, Monday to Thursday, 7:00 to 9:00 p.m., beginning Sept. 3, 1986.

REFUNDS: Refunds on textbook purchases will be made:

- (a) When a course has been cancelled by the College and a student returns the textbook purchased for a course to the College in "like new" and resalable condition within two weeks of the course cancellation, a refund of 100% of the purchase price will be made by the College.
- (b) When a student withdraws from a course during the first two weeks of classes in the case of full-time courses or on or before the date of

the second class in the case of part-time courses; and returns the textbook purchased for the course to the College in "like-new" and resalable condition within one week following withdrawal, the College will refund 75% of the purchase price of the textbook.

- (c) No refunds will be made in any case without original receipt.
- (d) The determination of "like-new and resalable condition" shall be at the discretion of the College.
- (e) No refunds will be made other than those contemplated in (a) and (b) above.

FINANCIAL AID

Does the **COST** of EDUCATION put a **STOP** to your plans?

\$\$ There is Help \$\$

Financial aid for education takes many forms. There are loans, scholarships and bursaries. You may borrow money, interest free, through the Canada Student Loan or B.C. Loan programs. The College provides over \$16,000 each year in non-repayable bursaries. The College has a new Entrance Scholarship program which may pay your full tuition.

Contact Bev Kealty, Financial Aid Officer.

Do not hesitate to apply. You won't receive help unless you do!

Don't let the cost of education stand in the way of your future.

The College Endowment Fund

Northwest Community College is currently conducting a fund-raising drive to establish the College Endowment Fund. This fund will generate funds for student financial aid in perpetuity.

As of September 1986 the Endowment Fund has grown to \$110,000 and is already generating interest which is being used for much needed student assistance.

Corporations, businesses, service clubs, unions and individuals may contribute tax-deductible donations to the fund by contacting the College. Your contribution will remain in the fund permanently and continue to provide student aid money. For information, call Brian Lopton 635-6511.

TELECONFERENCE COURSES

Academic Courses in your Community

Teleconferencing makes it possible for students in the Northwest to "get together" with each other and their instructor without leaving their communities.

Sophisticated "bridging" equipment in Terrace is linked to teleconference convenors (loudspeaker units and microphones) at regional centres. This bridging of a series of telephone lines allows everyone to communicate with each other.

Classes include lectures, audio visual presentations and interactive seminars. Problems or questions which arise will be discussed and dealt with immediately by the instructor and other students in several locations.

REGISTRATION

ALL COURSES RUN FOR 15 WEEKS.

Registration forms are available through the College office.
Tuition is **\$66.00 per course**, plus cost of textbooks.

More information is available from the Programs Division at Northwest Community College, Terrace Campus.

STARTING JANUARY 5, 1987

Economics 201

A continuation of Economics 202.

This course will continue to deal with current structural and regional problems of the Canadian economy, with specific aspects of private and public sector policies. It will also include a thorough presentation of traditional micro-economic theories and an analysis of the socio-political implications of the welfare state.

Prerequisite: Economics 202 or permission of Instructor.

Instructor: **Dr. Peter Weber**

Times: **Wednesday, 7:00 - 10:00 p.m.**

English 102 A continuation of English 101.

Reading and discussion of modern fiction and drama. Written assignments will be based on responses to the literature read and on subjects of general significance.

Prerequisite: Permission of Instructor.

Instructor: **George Stanley**

Times: **Tuesday, & Thursday
10:30 a.m. - Noon**

Psychology 102 A continuation of Psychology 101.

This course surveys fascinating research in the areas of thinking, motivation, personality, intelligence, psychological disorders and therapies, stress and health, and social influences on behaviour.

Prerequisite: Psychology 101.

Instructor: **Larry Dickerson**

Times: **Monday, 7:00 - 10:00 p.m.**

Sociology 102

An examination of the major institutions of society and some of the major trends of modern society. Religion, law, education, politics, urbanization, industrialization and social movements will form the basis of the course.

Prerequisite: Familiarity with Chapter 1 of Text.

Instructor: **Shannon Mark**

Times: **Thursday, 7:00 - 10:00 p.m.**

Early Childhood Education

ECED 206

(Working with Families) Post Basic Level II. The student will develop skills in working with families utilizing the team approach. Students will learn to co-ordinate home and program goals for typical and atypical children in child-care settings.

Instructor: **Larisa Tarwick**

Times: **Tuesday, 7:00 - 9:30 p.m.**

ECED 206 Lab: (Two Saturdays - T.B.A.)

Location: **Terrace Campus.**

Two traditional correspondence courses are also available:

ENGLISH 102 AND PSYCHOLOGY 102.

ADULT BASIC EDUCATION

General Information:

The Adult Basic Education program gives all adults in the college region a chance to upgrade their skills and knowledge of English, Mathematics and the Sciences. You may enter this program at any time during the year (as space permits). Instruction is individualized and self-paced. You may attend on a full-time or part-time basis, taking as few or as many courses as practical for your needs. An evening program is provided for those unable to attend days. The program is designed to enhance employment opportunities and prepare you for further Vocational Career/Technical programs or University level programs.

Sponsorship and Financial Assistance:

Limited sponsorship is available through the Canada Employment Centre. Contact the Smithers Office. Bursaries and grants (ABESAP) are also available. Ask for details at the College Centre.

Shift Workers:

May alternate between day and evening upgrading classes to suit work schedules.

Requirements for Admission to Upgrading:

Applicants must have been away from the public school system (high school) for at least one year. They must be capable of concentrated independent study. Admission to persons under 18 years is subject to additional criteria. Details are available at the College Centre.

ADULT BASIC EDUCATION

Would you like to improve your Math, English or Science? Would you like a specialized course in reading, spelling or report writing? If you left school without the requirements for a trades, business or academic program, this course can prepare you for further study. Begin at your own level and work at your own speed at an individualized program to suit your needs. Certificates are awarded for successful completion of the program. You may enrol at any time as space permits and work at your own speed.

DAY PROGRAM

DATES: **Mon. to Fri. starting
Jan. 5**

TIME: **9:00 a.m. - 4:00 p.m.**

PLACE: **College Centre, Room 4**

FEE: **\$67.00 per month for Full-time
\$34.00 per month for Part-time**

INSTRUCTOR: **Alec Deas**

EVENING PROGRAM

DATES: **Tues. & Thurs.
Jan. 13 - Mar. 19**

TIME: **7:00 - 10:00 p.m.**

PLACE: **College Centre, Room 4**

FEE: **\$36.00 per semester**

INSTRUCTOR: **Jo Stuckenberg**

GENERAL EDUCATION DEVELOPMENT EXAM PREPARATION

This is a course for adults who did not complete secondary school and wish to prepare to write a Ministry of Education Grade 12 Equivalency exam under the General Education Development Program. Adults will study for five tests: English Literature, English Grammar, Science, Social Studies and Mathematics. These classes will help you to prepare for the tests. Basic requirements are that you must be at least 19 years of age, out of school (high school) for at least one full academic year, and satisfy residency standards.

You may enrol in the Day or Evening upgrading courses at anytime as space permits.

GENERAL EDUCATION DEVELOPMENT (G.E.D.) EXAMINATIONS

Testing will be held at the Smithers College Centre May 8 & 9, 1987. Applications must be made by April 10, 1987. Examination fee: **\$10.50 payable to the Minister of Finance.**

COLLEGE PREPARATION

Selected college prep courses are available in Smithers. Information is available at the College Centre.

YOU'RE NEVER TOO OLD TO LEARN

ADULT BASIC EDUCATION STUDENT ASSISTANCE PLAN

WHAT IS ABESAP?

ABESAP is a provincially sponsored program which provides for direct educational costs to students enrolled in programs such as:

- Fees
- Books
- Transportation
- Child Care

The purpose of ABESAP is to ensure that residents of British Columbia are not prevented from embarking on an educational/career pattern or realizing basic employment skills due to financial limitations.

WHO MAY APPLY?

Any person who is:
 -A British Columbia Resident
 -Enrolled at a participating secondary/post-secondary institution, in a recognized Adult Basic Education program.

WHERE TO APPLY?

Applications will be accepted on the recommendation of your instructor. Any person who is not receiving financial assistance for educational expenses from any other source may apply for the program by contacting the College Centre and filling out the application form.

FURTHER INFORMATION

For further information concerning the Adult Basic Education Student Assistance Program, please contact the College, or Student Services Branch, 835 Humboldt Street, Victoria, B.C., 387-5834.



BROILER RESTAURANT

PETER & MADELEINE NEAVE

Box 325 Telephone
 Smithers, B.C. 847-2828
 V0J 2N0 847-9711

NORTHCOUNTRY INSURANCE
 AGENCIES 1975 LTD.

SMITHERS HOUSTON KITIMAT

BOX 2679, SMITHERS, B.C.

LEARNING IS FOR
 A LIFETIME

Vocational - Career Technical

Business Careers Programs -Full-time or Part-time

Northwest Community College Careers programs are designed to prepare students for direct employment upon successful completion.

Requirements for Admission to Pre-employment Programs:

Grade 12 graduation is preferred for all courses. A minimum of Grade 10, BTSD Level III or the equivalent is acceptable for Clerk-Typist and Clerk-Bookkeeper Programs. Business experience may be accepted in lieu of formal schooling in some cases. Recommended Secondary School pre-requisites include Math 11, English 12 and Business Courses.

Some secondary school courses may be accepted for credit towards a Northwest College certificate:

Secondary School Course	Northwest Community College
Accounting 12 -----	Accounting 101
Consumer Math 11 & Machine Calculation 12-----	Business Machines 101
Office Procedures 12-----	Typing 101
Shorthand 12-----	Shorthand 101/102
Business Communication 12-----	Business English 103/104

How to Apply:

A "B" minimum average (73-85%) in the secondary school course is required. Certain other secondary school courses may also be accepted for credit. Further information may be obtained from the Coordinator of Business Education.

Starting Dates:

Jan. 5, and the first Monday of each month on a continuous basis as space is available to June 30th.

Fees:

Full-time \$268.00 per semester (4 months) or \$67.00 per month (plus workbooks and textbook deposits).

Instructors:

Terrie McCreary, Diploma in Tech. (NAIT)
 Bev Davidson, B.Comm. (UBC)

Assistant Instructor:

Hilda Capek, Teacher Certificate (Teachers' College, Montreal)

Financial Aid:

Limited Canada Employment Centre sponsorship may be available. Contact local office. Other bursaries available. Ask when applying at the College Centre.



Refreshment
 AT ITS BEST!
 Coke is it!
 GOODWILL BOTTLING NORTH LTD.

BUSINESS CAREERS - PRE-EMPLOYMENT PROGRAMS - SMITHERS

Program 1 4 - 5 months	Typist	Program 5 8 - 12 months	Accounting
Typing	TYP0 101, 102 (50NWPM)	Typing	TYP0 101
Business English	BENG 102, 103, 104	Accounting	ACCT 101, 102, 150, 151
Office Practice	OFPR 101	Business Machines	BUSM 101
Dictatyping	DICT 101, 102 or 103	Office Practice	OFPR 101
Business Computing	BCPT 101, 102	Business English	BENG 102, 103, 104, 105
Program 2 4 - 6 months	Clerk-Typist	Dictatyping	DICT 101
Typing	TYP0 101, 102 (50 NWPM)	Economics	ECON 150, 151
Business English	BENG 102, 103, 104, 105	Business Law	BLAW 150, 151
Office Practice	OFPR 101	Data Processing	BCPT 150
Dictatyping	DICT 101, 102 or 103	Business Computing	BCPT 101, 102, 103
Business Machines	BUSM 101	*Prospective students must have minimum Grade 12 for this program.	
Business Computing	BCPT 101, 102	Program 6 5 months	Industrial Records & First Aid
Program 3 4 - 6 months	Clerk-Bookkeeper	Accounting	ACCT 101, 102
Typing	TYP0 101 (30NWPM)	Payroll/Timekeeping	ACCT 103
Accounting	ACCT 101, 102	Business Machines	BUSM 101
Business Machines	BUSM 101	English Communications	BENG 101, 103 & 104
Office Practice	OFPR 101	Spelling & Vocabulary	BENG 102
Business English	BENG 102, 103, 104, 105	Office Practice	OFPR 101
Dictatyping	DICT 101	Typing	TYP0 101 (30 NWPM)
Business Computing	BCPT 101, 102	First Aid	FAID 101 (Available through Part-time program)
Program 4 8 - 12 months	Administrative Secretary	Medical Examination: All trainees must fully meet Workers' Compensation Board medical requirements. The medical MUST be completed by the Trainee's physician, at his/her own expense, and presented to the College at the time of registration. This form is available from the College, the nearest WCB office, or from the WCB at 10551 Shelbridge Way, Richmond, B.C. (phone 273-3878).	
Typing	TYP0 101, 102, 103 (55 NWPM & over)	Age: To qualify for the Workers' Compensation Board examination, students must be 19 by the end of the program.	
Dictatyping	DICT 101, 102		
Business Machines	BUSM 101		
Office Practice	OFPR 101		
Business English	BENG 102, 103, 104, 105		
Accounting	ACCT 101, 102		
Business Law or Canadian Law	BLAW 150, 151 MGTM 151, 250		
Business Computing	BCPT 101, 102		
Word Processing	Program 7E		
*Prospective students must have minimum Grade 12 for this program.			

HAVE YOU PRE-REGISTERED?

Business Careers - Advanced Options & Upgrading

Advanced Options & Commercial Upgrading

Requirements for admission to advanced options:

Normally students will be required to have obtained a Northwest Community College Business Certificate in a relevant area as a prerequisite for entry into the Advanced Option Program. A combination of training and/or experience may be acceptable. Please contact the College to have your past experience evaluated.

Program 7A 4 - 6 months	Accounting Option	Program 7E Up to 5 months	Word Processing
Computer Accounting	BCPT 103	Basic Dos Procedures	WPRO 100
Accounting Principles	ACCT 150, 151	Concepts & Careers	WPRO 101
Economics	ECON 150, 151	Electronic Typewriters	WPRO 102
Business Law	BLAW 150, 151	Transcription Specialist	WPRO 105
Data Processing	BCPT 150	Computer Timed Writings	WPRO 106
*Requirements for Admission: Completion of Program 3.		8 credits from the following:	
Program 7B 4 - 6 months	Secretarial Option	Easywriter 11	WPRO 103 (2 credits)
Business Law or Canadian Business	BLAW 150, 151 MGMT 151, 250	Wordstar	WPRO 104 (3 credits)
Typing	TYP0 102, 103 (55 NWPM & over)	Multimate	WPRO 107 (3 credits)
Accounting	ACCT 101, 102	Volkswriter Deluxe	WPRO 108 (2 credits)
Word Processing	Program 7E	Requirements for Admission: Accurate typing skills and a minimum of 50 NWPM or completion of the Clerk-Bookkeeper, Clerk-Typist program.	
*Requirements for Admission: Completion of Program 2.			

Office Management Program (Diploma in Office Management)

Requirements for Admission:

Grade 12 graduation or equivalent (GED or BTSD Level IV) is normally required. However, Grade 10, BTSD Level III and work experience in related business areas may be acceptable with the permission of the Program Co-ordinator.

Length of Program:

20 months

Program of Studies

Level One

From the Business Careers Curriculum, 40 credits
 Typing 101, 102
 Business English 102, 103, 104, 105
 Office Procedures 101
 Accounting 101, 102
 Business Machines/Math 101
 Business Computers 101, 102, 103
 Word Processing Certificate 7E

Level Two

From the Business Administration Curriculum, 33 credits
 Management 150 (Management Theory)
 Management 151 (Canadian Business I)
 Law 150, 151 (Canadian Commercial Law)
 Accounting 150, 151 (Introductory Financial Accounting)
 Management 250 (Canadian Business II)
 Management 252 (Credit & Collections)
 Plus 9 optional credits

NOTE: Normally students will have completed level one of this program before starting on level two. Students who are incomplete on level one must have permission from the Co-ordinator of Business Education to start level two.

Business Administration Program
Year 1 Available September, 1987

Length of Program:

Two years. First year available in Smithers. After successful completion of first year, Northwest Community College may grant a Certificate in Business Administration to students who do not wish to register for the final year. Students interested in second year options may transfer to Northwest Community College, Terrace.

Requirements for Admission:

Grade 12 graduation or equivalent (GED or BTSD Level IV) is normally required. However, Grade 10, BTSD Level III and work experience in related business areas may be acceptable with the permission of the Program Co-ordinator.

Program of Studies

Year One

- Mathematics 150
- Economics 150
- Management 150
- Mathematics 151
- Economics 151
- Communications 150
- Accounting 150
- Business Law 150
- Business Computing 150
- Management 151
- Accounting 151
- Business Law 151

Year Two

- Business Computing 250
- Management 252
- Finance 250
- Accounting 254
- Finance 251
- Management 250
- Taxation 250
- Accounting 252
- Accounting 250
- Accounting 253
- Accounting 251
- Management 251

For further information contact the College Centre.

**BUSINESS EDUCATION COURSES
PART-TIME DAY**

These courses are components of full-time Business Programs. They can be taken on a part-time basis pending available space. Successfully completed, they carry credit toward College Business Certificates.

Starting Dates:


Part-time students will be accepted January 5, 1987, on a continuous basis as space is available to June 30.

How to Apply:

See Page

Fees:

\$67.00 per month plus texts.



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Part-time Day Courses

Accounting 101 (1.5 credits)

The framework of accounting. Financial statement introduction and journals.

Accounting 102 (1.5 credits - 3 credits 101/2)

Introduction to systems, procedures and specialized journals. Three accounting projects.

Accounting 103 (2.5 credits)

Payroll and timekeeping procedures. Federal and provincial law as related to the payment of wages.

Accounting 150 (3 credits)

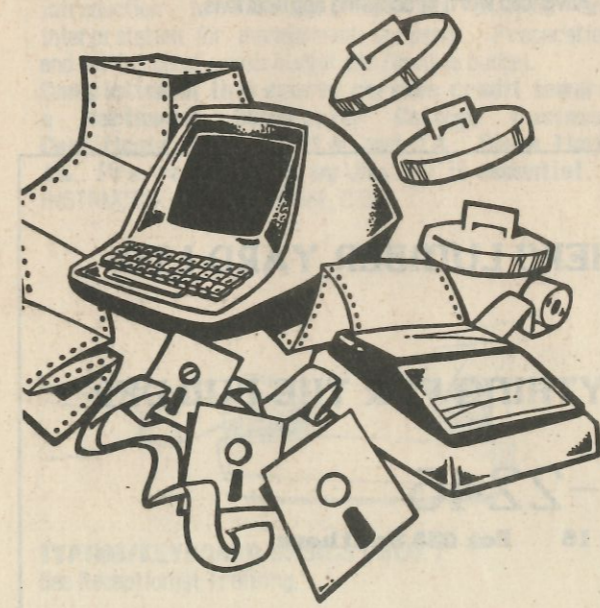
Concerned with basic methodology and logic; recording transactions and maintaining books of account for service and merchandising concerns; preparation and interpretation of financial statements; recording, reconciling and valuation of cash, accounts receivable, inventory and plant and equipment. Preparation of payroll records.

Accounting 151 (3 credits)

Concerned with interpretation of income measurement and valuation problems with regard to sources and uses of invested capital. Preparation of financial statements for the various types of business operations, and introduction to financial reporting analysis and interpretation for management purposes. Preparation and setting up of cash budget and flexible budget.

Business Computing 101 (1 credit)

Filing systems and records management. Various methods of filing and several kinds of systems are studied. Computer systems introduced.



Business Computing 102 (1.5 credits)

Introduction to Data Processing. The development of computers. Introduction to programming language. Input and output devices. Storage of data. Use of several computer software packages.

Business Computing 103 (3 credits)

A hands-on computer applications course for accounting students.

Prerequisite: ACCT 102 or equivalent.

Business Computing 150 (3 credits)

This course will provide students with sufficient knowledge of data processing, computers and management information systems to prepare them for a successful working relationship with such systems in their future careers. Specific topics include: principles of data processing, programming in the BASIC language, survey of hardware and software, survey of applications of modern computerized information systems in organizations.

Business English 101 (2.5 credits)

A review of the structure of the English language. Grammar, sentences, form and style, reporting and evaluating, understanding interpersonal relationships.

Business English 102 (1.5 credits)

Spelling and vocabulary building and word usage.

Business English 103 (1.5 credits)

The framework of English language in more depth than in BENG 101. Parts of speech, the sentence, punctuation, capitalization and figures.

Business English 104 (1 credit)

Business communications, letters, memos, minutes, resumes, job interviews, enunciation and pronunciation.

Business English 105 (1.5 credits)

This course is designed to give the student the skills which are required in a business office where employees are expected to edit correspondence for good English usage. The course is a self-paced package which emphasizes evaluating the student's knowledge of proofreading techniques and giving the student practical editing assignments which contain errors of the kinds commonly found in business correspondence.

Business Law 150 and 151 (3 credits each)

The student will acquire an understanding of law as it applies to the business community. As an employer or employee, he/she will be able to recognize legal pitfalls and will have the tools to deal with them.

Business Machines 101 (2.5 credits)

The operation of desk calculators and the application of basic math in decimals, fractions and percentages. Proficiency in the operation of the machines is required.

Dictatyping 101 (.5 credit)

The operation of dictating and transcribing machines. Twelve letters.

Dictatyping 102 (2 credits)

A programmed course in taped dictation. Seventy letters.

Economics 150 and 151 (3 credits each)

Career oriented courses emphasizing the practical approach to the study of the market system and pricing in the first half of the course, with attention focused on aggregate concepts in economics in the second half. Topics covered will be the price system, consumer behaviour and demand, market structures, money and banking, national income, fiscal policy, monetary policy, international trade and public policy.

Management 150 (3 credits)

This course is an introduction to contemporary management functions. Management theories and their practical applications are examined.

Management 151 (3 credits)

Topics discussed in this course are on current and local issues as they relate to Canadian business. The areas covered include business ownership, marketing, personnel management and the social responsibilities of the business firm.

Office Practice 101 (1.5 credits)

A general course in office procedures. Includes forms of business letters, postal and telephone information, transportation methods, banking services, purchasing and sales procedures.

Office Practice 102 (1.5 credits)

A general course in record keeping. Includes personal and business record keeping and introductory bookkeeping.

Typing 101 (2.5 credits)

Basic typing skills, keyboard and parts of the typewriter. Introductory production typing. Speed to 30 NWPM.

Typing 102 (2.5 credits)

Advanced typing skills. More intensive production. Business forms, tabulations, manuscripts. Speeds to 50 NWPM.

Typing 103 (2.5 credits)

Rough draft typing. Concentrates on typing techniques and English skills for typing from rough copy. Speeds over 50 NWPM.

Word Processing 101 (3 credits)

Introduction to word processing concepts.

Word Processing 102 (2 credits)

Electronic typewriters.

Word Processing 103 (2 credits)

Easy Writer 11 Word Processor.

Word Processing 104 (3 credits)

Wordstar Word Processor.

Word Processing 105 (4 credits)

The transcription specialist.

Word Processing 106 (3 credits)

Advanced word processing applications.

BUSINESS CAREERS/EVENING**ACCOUNTING 101** EVEN

DATE: Tues. & Thurs., Jan. 20 - Apr. 2
TIME: 7:00 - 9:30 p.m.
PLACE: Smithers Sen. Sec. Office Practice Rm.
FEE: \$95.00 plus text
SESSIONS: 20

An introductory course into the fundamentals of bookkeeping. Routine profit and loss, balance sheets and payroll calculation are included. Home assignments require 5 to 7 hours weekly. Completion of this course carries credit toward a Northwest Community College Business Certificate. **Class limit 16. Pre-registration by Jan. 13 is essential.**

INSTRUCTOR: Wayne Couture

ACCOUNTING 150/151 EVEN

DATE: Mon. & Wed., Jan. 19 - Apr. 27
TIME: 7:00 - 10:00 p.m.
PLACE: College Centre Rm. 3
FEE: \$200.00 plus text
SESSIONS: 28

Accounting 150

Concerned with basic methodology and logic; recording transactions and maintaining books of account for service and merchandising concerns; preparation and interpretation of financial statements; recording; reconciling and valuation of cash, accounts receivable, inventory and plant and equipment. Preparation and setting up of a cash budget and flexible budget.

Accounting 151

Concerned with interpretation of income measurement and valuation problems with regard to sources and uses of invested capital. Preparation of financial statements for the various types of business operations, and introduction to financial reporting analysis and interpretation for management purposes. Preparation and setting up of a cash budget and flexible budget.

Completion of this course carries credit toward a Northwest Community College Business Certificate, C.O.A., C.M.A. and C.A. Class limit 16. Pre-registration by Jan. 12 is essential.

INSTRUCTOR: Chuck Zimmel, C.O.A.

**TYPING/KEYBOARD BASICS (BE0.)**

See Receptionist Training.

RESUME WRITING & JOB SEARCH TECHNIQUES DAY/EVEN

DATE: Mon., Wed., & Sat.
Apr. 27 - May 2
TIME: Mon. & Wed. 7:00 - 10:00 p.m.
Sat. 9:00 a.m. - 4:00 p.m.
PLACE: College Centre, Rm. 2
FEE: \$20.00
SESSIONS: 3

Learn to write the kind of resume that makes an employer want to meet you. Includes functional and chronological resumes and letters of application. Then on Saturday, you will learn job finding strategies such as where to look for job openings, organizing a job search and completing applications. Also includes job interview presentation skills. **Class limit 20. Pre-registration by April 20 is essential.**

INSTRUCTORS: Margot Lakoduk & Jo Stuckenberg

RECEPTIONIST TRAINING

Northwest Community College is pleased to present a new program for those who wish to become receptionists. This program will be offered over a number of semesters in the evenings and will include: Typing Keyboard Basics, English, Calculator Keyboard Basics, Office Practice, Filing and Introductory Word Processing. This semester, we are pleased to present the following courses:

TYPING/KEYBOARD BASICS (BE0.) EVEN

DATE: Tues. & Thurs., Jan. 20 - Mar. 5
TIME: 7:00 - 9:00 p.m.
PLACE: College Centre, Rm. 3
FEE: \$45.00 plus text
SESSIONS: 12

Learn proper typewriting techniques and a good knowledge of alphabetic and alpha-numeric keyboard. This course (or equivalent) is required for entry into College credit level computer and wordprocessing programs. **Class limit 16.**

Pre-registration by Jan. 13 is essential.

INSTRUCTOR: Sherrill Tofsrud

CALCULATOR KEYBOARD BASICS EVEN

DATE: Mon. & Wed., Mar. 30 & Apr. 1
TIME: 7:00 - 9:30 p.m.
PLACE: College Centre, Rm. 2
FEE: \$15.00
SESSIONS: 2

Upon completion of this course students will have a working knowledge of the most frequently used keys on a calculator; adequate practice so that these keys may be operated quickly by touch; ability to perform addition, subtraction, multiplication and division with ease and speed. **Class limit 15. Pre-registration by Mar. 23 is essential.**

INSTRUCTOR: Hilda Capek

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ENGLISH 031**EVEN**

DATE: Mon. & Wed., Jan. 26 - Apr. 29
 TIME: 7:00 - 9:30 p.m.
 PLACE: College Centre, Rm. 4
 FEE: \$36.00
 SESSIONS: 24

English for business. Includes oral communication, parts of speech, grammar and usage, reading comprehension, vocabulary, spelling, the business letter, summaries and reports. **Class limit 18. Pre-registration by Jan. 19 is essential.**

INSTRUCTOR: Ann Holtby

**INTRODUCTION TO PERSONAL COMPUTING**

Take a TRS-80 Colour Computer home with you for six weeks and learn computer programming in BASIC.

The complete package includes:
 - Print package of course materials
 - Radio Shack Colour Computer

This course provides "hands-on" introduction to computer programming. The Colour Computer connects to your home television. You will need a portable cassette tape recorder to save your programs. Available Jan. 5, 1987. Completion Date: Computers are loaned out for precisely six weeks. **Fee: \$40.00 including course materials, plus \$50.00 refundable deposit on the computer.**

COMPUTER ACCOUNTING**EVEN**

DATE: Tues. & Thurs., Mar. 24 & 26
 TIME: 7:00 - 10:00 p.m.
 PLACE: College Centre Comp. Lab
 FEE: \$60.00
 SESSIONS: 2

Tired of doing your books by hand? This workshop will teach you how to use a computer for your bookkeeping and accounting. Although ACCPAC will be the package of instruction, the presentation will focus on principles common to most accounting packages.

Topics include:

- How to Journalize source data.
- Post to General Ledger.
- Make necessary adjustments.
- Prepare the Profit and Loss statement.
- Prepare the Balance Sheet.
- Run the month ends.
- Deal with specific package data entry considerations, (corrections, allowable edits, etc.).

No prior computer knowledge needed for the workshop but some bookkeeping or accounting knowledge is required. **Class limit 8. Pre-registration by Mar. 17 is essential.**

INSTRUCTOR: Ken Foster

COMPUTER COURSES**MICRO COMPUTER APPLICATIONS - An Introduction****EVEN**

DATE: Tues., Jan. 20 - Mar. 10
 TIME: 7:00 - 9:30 p.m.
 PLACE: College Centre Comp. Lab
 FEE: \$75.00
 SESSIONS: 8

This course will provide the student with an overview of some of the more popular software available for microcomputers. Will include hands-on projects in wordprocessing and spreadsheets. A good introduction to business and home applications. **Class limit 8. Pre-registration by Jan. 13 is essential.**

INSTRUCTOR: Ken Foster

WORD PROCESSING 103**EVEN/DAY**

DATE: Mon., Wed. & 2 Sat.
 Jan. 19 - Feb. 14
 TIME: Mon. & Wed. 7:00 - 10:00 p.m.
 Sat. 9:00 a.m. - 4:00 p.m.
 PLACE: College Centre, Computer Lab
 FEE: \$110.00

Learn the basic elements of Easywriter II Word Processing and upgrade your skills. Course includes creating documents, manipulating texts, page format and job simulation. Class will be divided into two lab groups, attending on alternate dates, after the first two weeks. **Successfully completed, this course carries 2 credits toward Business Careers Training program. Prerequisite: Beginner typing course. Class limit 8. Pre-registration by Jan. 12 is essential.**

INSTRUCTOR: Fran Morris

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Mobile Computer Centre

Northwest Community College can now deliver a wide range of Business Application courses on-site to organizations throughout the College region.

The Mobile Centre consists of 6 fully configured Business Microcomputers, a Library of Software, and an Instructor.

We offer the courses, seminars and workshops at your site or at other suitable facilities.

Typical software packages that we can cover from beginning to advanced levels include:

- Lotus 1-2-3
- Framework
- Wordstar
- Multimate
- Lotus Symphony
- dBase II/III
- ACCPAC
- ...and more

We can also custom tailor courses for your software and applications.

MICROS FOR MANAGERS**DAY****COMING SOON.....**

DATE: Thurs., Mar. 12
 TIME: 2:00 - 9:00 p.m.
 PLACE: College Centre, Rm. 2
 FEE: \$60.00
 SESSION: 1

With the right introduction, a computer can be as important to the manager as the telephone, a calculator, and a memo pad. This workshop will give managers and supervisors the hands-on skills they need to start using the computer as a desktop tool. The seminar also covers the knowledge required by managers to select and acquire computer resources and then to supervise those resources under their control. Detailed course outline available at the College Centre. **Class limit 12. Pre-registration by Mar. 5 is essential.**

INSTRUCTOR: Rainer Gianelli

ELECTRONIC MAIL & DATA COMMUNICATIONS

Do you want to learn how you can save on courier charges or avoid telephone tag? "Electronic Mail" may be your answer. Do you want "Data Communications" demystified?

We are in the process of developing a series of hands-on workshops which will let you get actual practice in electronic messaging. **Since we have not finalized the schedule at press time, contact the Smithers College Centre at 847-4461, or the Terrace Campus at 635-6511, Local 225 for further information.**

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REGIONAL BUSINESS, MANAGEMENT & INDUSTRY

Northwest community College offers a wide range of business, management and industry related programs that can be offered throughout the College region. College staff would be pleased to discuss your specific training needs and design a course to meet your requirements. For consultation, please contact Director of Regional Education Services, Smithers, at 847-4461, or Audun Birkedal, Terrace Campus, 635-6511.

EFFECTIVE WRITING SKILLS

DAY

DATE: Thurs. & Fri., Feb. 5 & 6
 TIME: 8:30 a.m. - 4:30 p.m.
 PLACE: College Centre, Rm. 2
 FEE: \$150.00
 SESSIONS: 2

The objective of this course is to improve job-related writing skills for supervisors and staff members who write memos, letters and short reports. By the end of the course, participants will:

- 1) Understand the process of communication and how it applies specifically to written communication.
- 2) Write clear and concise memos and letters.
- 3) Learn practical techniques in planning, organizing, and writing short reports.
- 4) Have practice in outlining, writing, and revising memos, letters and short reports.

Class limit 16. Pre-registration by Jan. 22 is essential.

INSTRUCTOR: Joyanne Landers, H. Ryane Consultants, Vancouver

THE ABC'S OF SELLING

EVEN

DATE: Tues. & Thurs. Feb. 3 - 19
 TIME: 7:00 - 10:00 p.m.
 PLACE: Smithers Sen. Sec. Rm. 1
 FEE: \$75.00
 SESSIONS: 6

If owners and managers cannot properly sell themselves and their company's products, their business success can be limited. This course teaches the business person the basics of successful selling. Focussing on the retail sales function, this course helps anyone interested in sales - the owner/manager, the full or part-time salesperson, or the cashier who answers customer questions. The sales conversation including "the opening", "overcoming objections" and "how to close a sale", is highlighted. A pocket-summary and useful on the job self-evaluation is included. **Class limit 16. Pre-registration by Jan. 27 is essential.**

INSTRUCTOR: Mary Ellen Perrault

LEARNING IS FOR A LIFETIME

SUPERHOST

REGISTER YOUR INTEREST

Smithers Chamber of Commerce in co-operation with the Northwest Community College, Smithers Campus will present SuperHost seminars as required for groups of 10 or more.

SuperHost is a community based provincial program that combines a unique pledge program and an informative seven-hour seminar. The seminar is designed for anyone who wants to be able to service visitors more effectively. All employers, employees and all interested members of the general public who want to become better hosts are urged to attend.

Here are some of the topics to be covered in the seminar:

- Making conversation/How to remember names.
- Creating the positive "first impression".
- Communication Skills.
- Listening Skills.
- How to handle complaints.
- Plus much more.

PHOENIX SEMINAR

EVEN

Three courses are offered this semester. Choose the dates best for you.

DATE: #1 - Tues. & Thurs., Jan. 13 - 22
 #2 - Tues. & Thurs., Feb. 10 - 19
 #3 - Tues. & Thurs., Mar. 10 - 19
 TIMES: 6:30 - 10:30 p.m.
 PLACE: Smithers Sen. Sec. Rm. 5
 FEE: \$129.00/student, \$245.00/couple

Learn to unlock your inborn potential and achieve whatever you sincerely desire in life. This powerful, inspiring seminar has opened the door to greater happiness, success and achievement for thousands of people.

The seminar is being delivered via video format on eight two-hour tapes covering the following topics:

- Becoming Totally Self-Motivated.
- Releasing Your Subconscious Brakes.
- Programming Yourself for Success.
- Using Mental Programming Techniques.
- Enjoying Dynamic Health and Stress Free Living.
- Activating Your Success Mechanism.
- Unlocking Your Inborn Creativity.
- Developing Superior Human Relations.

Detailed outline is available at the College Centre.

Class limit 20. Pre-registration one week before class start date is essential.

INSTRUCTOR: Brian Tracey (video)

FACILITATOR: Dave Nelson



INCREASING YOUR BUSINESS POTENTIAL

Smithers District Chamber of Commerce and Northwest Community College are pleased to co-sponsor this program designed for all business people interested in increasing their business potential - business owners, managers, staff and spouses.

DATE: Sat., Jan. 24
 TIME: 8:30 a.m. - 4:30 p.m.
 PLACE: TBA
 FEE: \$45.00/student or \$40.00 each for a block of ten
 PRESENTER: Bill Gibson

Morning Session: **MARKETING YOUR BUSINESS FROM THE INSIDE-OUT**

- How to Develop a Powerful Corporate Marketing Attitude
- Increasing Sales without Increasing Traffic
- How to develop an on-site atmosphere so people will want to buy
- Effective Marketing to Today's Consumer
- A Marketing Approach to Telephone Handling
- 25 Inexpensive Ways to Increase Sales in any Business
- Team Marketing Strategies
- How to Make Advertising Really Pay
- Proven Ways to Keep the Corporate Stress Level Down
- Maximizing Add-on and Extra Sales Opportunities
- A Guide to Effective Trade Show Marketing

Afternoon Session: **HOW TO UNCOVER & CREATE ADDITIONAL BUSINESS OPPORTUNITIES**

- Creating an entrepreneurial climate from the inside-out
- 8 Important reasons for continual IDEA EXPLORATION
- 40 techniques to find New Business Opportunity Areas
- 10 proven ways to develop Personal & Corporate Creativity
- How to Establish "on-going" Opportunity Searching
- Putting your Idea through the One Hour Test, One Day Test, and the One Month Test
- Utilizing Opportunity Resources
- The Power of Goal Setting

About Bill Gibson.....

Bill Gibson is the President of Newport Marketing and Communications Inc., a Canadian owned training and consulting firm based in Vancouver. He is the first Canadian to conduct a cross-Canada tour of sales seminars for the Radio Bureau of Canada. He is the author of several business books, a turn-around consultant, sales and management trainer, a marketing consultant and a first class speaker.

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TRAINING FOR SMALL BUSINESS

Federal Business Development Bank, in co-operation with Northwest Community College, Smithers Campus, is pleased to present the following seminars to small and medium-sized business enterprises as well as all interested individuals. Seminars are both informational and practical in nature. Plan to attend! Detailed outlines are available at the College Centre.

The courses are for the success-oriented business person, the entrepreneur and for the individual who wants to create his own job "effectively".

We offer **80 hours plus** every year in practical hard-hitting courses that are packed with the information you can put to use right now.

Set your goal and chart your course with us.

TIME MANAGEMENT FOR SMALL BUSINESS

EVEN
 DATE: Thurs., Mar. 19
 TIME: 6:30 - 9:30 p.m.
 PLACE: College Centre, Rm. 2
 FEE: \$40.00 (10% discount applies for a spouse and second or additional registrants from the same firm/organization)

SESSION: 1
 Through the use of a case study, instruction exercises and group discussion, you will learn how to use your time effectively - how to organize and plan it, how to set goals and priorities to avoid time traps.

Topics covered include:

- What is Time Management?
- Where do I now spend my time?
- Where can my time be better spent?
- What are the 35 time wasters - how to recognize and eliminate them.
- How to overcome procrastination - the major cause of unproductive time use.

Class limit 30. Pre-registration by Mar. 12 is essential.

INSTRUCTOR: TBA, Federal Business Development Bank

SELECTING AND MOTIVATING PERSONNEL

DAY
 DATE: Thurs., Mar. 19
 TIME: 1:00 - 4:00 p.m.
 PLACE: College Centre, Rm. 2
 FEE: \$40.00 (10% discount applies for a spouse and second or additional registrants from the same firm)

SESSION: 1
 After this seminar, you will be able to generate an action plan which will help to analyze and solve low morale and productivity problems. A special feature of the seminar is that it encourages managers and supervisors to question whether proposed changes are worth pursuing.

Topics include:

- Identifying low morale performance.
- Analyzing the source of the problem.
- Alternate solutions such as job enrichment, job simplification, diversification, salary structure adjustments.
- Classifying the difference between internal and external motivation forces.
- A framework for an action plan for morale and productivity improvements.

Class limit 30. Pre-registration by Mar. 12 is essential.

INSTRUCTOR: TBA, Federal Business Development Bank



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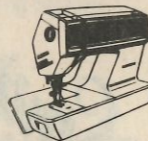
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TRADES & TECHNICAL

FOREST PESTICIDE APPLICATOR

DAY
 DATE: March 9 - 13
 TIME: Mon. 1:00 - 5:00 p.m.
 Tues. - Thurs. 9:00 a.m. - 5:00 p.m.
 Fri. 9:00 a.m. - 12 noon
 PLACE: TBA
 FEE: \$45.00 payable College Centre
 \$10.00 payable Minister of Finance for exam fee
 SESSIONS: 5

This one week course will present both the theory and practice required for qualification as a pesticide dispenser or applicator. Participants will have a better understanding of pesticides and their proper, safe use. Subjects to be covered include: Laws and Regulations (Federal & Provincial); Pesticide Registration, Labelling and Safety; Pesticides and the Environment; Applicator Technology (Aerial, Power, Hand). A complete outline is available at the College Centre. All participants will be required to write and pass an exam to receive certification. Any interested persons welcome. Course useful to ranchers and farmers. There is no prerequisites. **Class limit 35.**

INSTRUCTOR: TBA, Sylva Pest Management Ltd.

ELECTRONICS

DAY
 Have you considered upgrading your skills in your "spare" time? If you have four hours or more per week (daytime), this computer assisted program will suit your schedule. The CORE program is now available in Smithers and Houston:

- AC Electronics
- DC Electronics
- Digital Techniques
- Semi Conductors

The above 4 modules require approximately 100 hours each of study for completion. The remaining 2 CORE modules, Micro-processors and electronic circuits will soon be available (electronic circuits in Terrace only). Telecommunication systems, the 18 week speciality option leading to an electronics technician diploma can be taken in Terrace following the CORE courses beginning on March 30, 1987.

Pre-requisite: Grade 12 math; Grade 12 physics or equivalent.

**Demonstrations: Houston, Thurs. Jan. 8, 1:00 - 4:00 p.m.
 Smithers, Fri., Jan. 9, 10:30 a.m. - 4:30 p.m.**

Fees: \$44.00 per month (under 15 hours per week) plus \$50.00 book deposit

WILDERNESS GUIDING Register Your Interest

This is a very intensive course designed to aid people planning to work in the guiding and hunting field in all parts of British Columbia.

Course Content:

- Horse care and use (wrangling, packing and horseshoeing)
- Hunting (use and care of firearms, hunting regulations, skinning and caping, care of meat, fundamental wildlife management and tracks and tracking)
- Natural history and non-hunting -uses (wildlife inventory for the layman, fishing skills, photography and back packing)
- Emergency training (use of the various communications systems and first aid training)
- Orienteering and survival (map reading, navigation by compass, weather forecasting and basic survival techniques)
- Boating skills (use and care of small engines and water safety)
- Camp and trail cooking.

Certification:

A Northwest Community College certificate will be issued to those completing the course satisfactorily.

How to Apply:

Contact the Smithers College Centre for dates, times and fees. Write NWCC, Smithers, Box 3606, Smithers, B.C. V0J 2N0 or telephone 847-4461.

AIRBRAKES #1

EVEN/DAY
 DATE: Mon. - Thurs. & 1 Sat.
 Feb. 2 - 7
 TIME: 6:00 - 10:00 p.m.
 Mon. - Thurs.
 9:00 a.m. - 12 noon Sat.
 PLACE: College Centre, Rm. 2
 FEE: \$56.00
 SESSIONS: 5

AIRBRAKES #2

EVEN/DAY
 DATE: Mon. - Thurs. & 1 Sat.
 Apr. 6 - 11
 TIME: 6:00 - 10:00 p.m.
 Mon. - Thurs.
 9:00 a.m. - 12 noon Sat.
 PLACE: College Centre, Rm. 2
 FEE: \$56.00
 SESSIONS: 5

Prepares drivers for a written and practical test on the operation and maintenance of airbrake systems for either on-highway or off-highway vehicles. Participants will be given proof of course attendance and practical examination by instructor in order to take the written test at the Motor Vehicle Branch within 30 days from the completion of the course. Participants must be 18 years of age. **Class limit 18. Pre-registration one week before course start date is essential.**
 INSTRUCTOR: Dennis Touhey

SAFE USE OF EXPLOSIVES (BEGINNERS)

DATE: Sat., TBA
TIME: 9:00 a.m. - 2:00 p.m.
PLACE: College Centre
FEE: \$22.00
SESSIONS: 1

A six hour workshop with four hours in classroom and two hours field demonstration will identify explosives, their hazards and uses. Will include proper techniques for using explosives, legal requirements and new types of explosives. Provides background material for those wishing to apply for blasting certificates. A must for stump farmers. **Register your interest by Mar. 31. A course will be set up once 10 students have registered.**

INSTRUCTOR: Brian Brown

SAFE USE OF EXPLOSIVES (ADVANCED)

DATE: Sat., TBA
TIME: 9:00 a.m. - 1:00 p.m.
PLACE: College Centre
FEE: \$15.00
SESSIONS: 1

Preparation to qualify for WCB blasting certificate. Includes information on electrical blasting calculations. **Pre-requisite: Safe Use of Explosives (Beginner) or blasting experience. Register your interest by Mar. 31. A course will be set up once 10 students have registered.**

INSTRUCTOR: Brian Brown

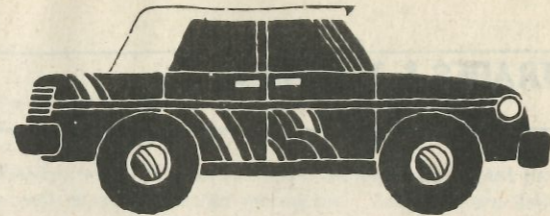
BLASTING FOR SUPERVISORS

DAY

DATE: Sat., Feb. 14
TIME: 9:00 a.m. - 4:00 p.m.
PLACE: College Centre, Rm. 2
FEE: \$25.00
SESSIONS: 1

This informational course is designed for supervisors working in areas such as mill supervision, logging contracts, highway construction, hydro, etc. Course includes blasting regulations and costs and effective utilization of rock cost. No previous experience necessary. **Class limit 12. Pre-registration by Feb. 6 is essential.**

INSTRUCTOR: Brian Brown



DRIVER TRAINING

DAY

DATE: Mon. - Fri., Jan. 2 - Mar. 31
TIME: 9:00 a.m. - 5:00 p.m.
PLACE: TBA
FEE: \$27.00/lesson or
\$270.00/student full course
SESSIONS: 10

Do you need a Driver's Licence? Class 5 - Class 4? The road to safe driving starts with driver training. Lessons will cover:

- car controls
- acceleration and braking
- turning maneuvers - basic and advanced
- defensive driving
- intersection problems
- backing up
- lane changing and passing
- parallel parking
- parking on grades
- angle parking
- and a whole lot more!

Learn how to protect yourself against the "other" driver. Learn to "drive defensively". Students may register for one lesson or the full course, depending on individual needs. Students who take the full course may use the training car for the road test with the examiner.

INSTRUCTOR: Irene Oliver, B.V. Driving School

TRAFFIC CONTROL FLAGGING

DATE, TIME, PLACE TBA
FEE: \$25.00

Learn the duties and responsibilities of a flagperson, including flagging signals and signing, traffic co-ordination, use of equipment and dress, manner and bearing. Includes a practical session. This course is recognized by the Workers' Compensation Board. **Certificate in good standing for two years. Class limit 12.**

INSTRUCTOR: TBA

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MINING METHODS AND EVALUATION OF MINERAL PROPERTIES

Northwest Community College and the Canadian Institute of Mining and Metallurgy are pleased to co-sponsor the following course for prospectors, explorationists, geologists, mine employees and government employees connected with mining.

DATE: Mon., Feb. 16
TIME: 8:30 a.m. - 4:30 p.m.
PLACE: College Centre, Rm. 2
FEE: \$53.00 for CIM members
\$55.00 for non-members
SESSIONS: 1

The first part of this course covers underground and open pit methods of mining and their application to various types of ore bodies. Type examples and a extensive slide presentation are included. Then practice some "back of the envelope" mining economy - capital costs of various types of developments and how to determine if they are economic. Bring your own calculator. **Class limit 25. Pre-registration by Feb. 2 is essential.**

INSTRUCTOR: Jeff Franzan, Vancouver

HEALTH CONTINUING EDUCATION

RESPONDING TO ADOLESCENT SUICIDE: Intervention and Prevention

DAY

DATE: Thurs., Feb. 5
TIME: 8:30 a.m. - 3:30 p.m.
PLACE: Hazelton
FEE: TBA
SESSIONS: 1

This workshop will include an overview of suicidal behaviour, symptoms and risk indicators, importance of loss as a factor in suicidal behaviour, intervention and treatment methods. Learn how to help attemptees and how to help survivors of a suicide death - of interest to social workers, nurses, teachers, health care workers, crisis centre/line workers, and others.

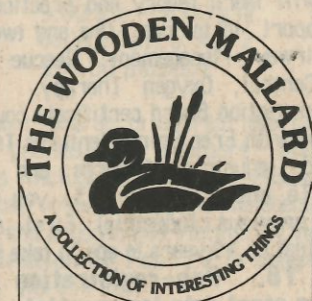
This workshop is tentatively planned for the above date. If you are interested in participating please phone your local College Centre. A minimum of 20 people is required to host this excellent workshop.

RESOURCE PERSONS: Linda Rosenfeld, Co-ordinator, and Gladys Adilman, Senior Health Worker of SAFER (Suicide Attempt Follow-up Education and Research) - A Suicide Attempt Counselling Service in Vancouver.

ADVANCE CARDIAC LIFE SUPPORT

DATE, TIME, PLACE & FEE: TBA

This workshop is being planned for Smithers physicians, nurses and other health care providers. Pre-requisite is current Basic Life Support, Level I. Register your interest at your local College Centre.



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First Aid & C.P.R. Courses

INDUSTRIAL FIRST AID #1 DAY
 DATE: Sat., Jan. 10 - Mar. 14
 TIME: 9:00 a.m. - 4:00 p.m.
 PLACE: Free Spirit Ventures Trade School
 FEE: \$290.00
 SESSIONS: 10

INDUSTRIAL FIRST AID #2 EVEN
 DATE: Mon., Wed., & Fri., Feb. 2 - Mar. 18
 TIME: 7:00 - 10:00 p.m.
 PLACE: Free Spirit Ventures Trade School
 FEE: \$290.00
 SESSIONS: 20

INDUSTRIAL FIRST AID #3 DAY
 DATE: Mon. to Fri., Mar. 23 - Apr. 3
 TIME: 8:30 a.m. - 3:30 p.m.
 PLACE: Free Spirit Ventures Trade School
 FEE: \$290.00
 SESSIONS: 10

INDUSTRIAL FIRST AID #4 DAY
 DATE: Mon. to Fri., June 8 - 19
 TIME: 8:30 a.m. - 3:30 p.m.
 PLACE: Free Spirit Ventures Trade School
 FEE: \$290.00
 SESSIONS: 10

Participants will learn theory and practical skills of Basic Life Support to include: One and two man CPR, Obstructed Airway Management, Rescue Breathing, Hemorrhage Control, Oxygen Therapy. This is a Workers' Compensation Board certificate course offered in co-operation with Free Spirit Ventures Trade School. Credit toward Industrial Records and First Aid Certificate. To attend Course #3, you must have completed a previous Industrial First Aid course. **Class limit 18. Pre-registration one week before course start date is essential.**
 INSTRUCTOR: Free Spirit Ventures Trade School



SURVIVAL FIRST AID #1 EVEN
 DATE: Mon. & Wed., Jan. 19 - 21
 TIME: 7:00 - 11:00 p.m.
 PLACE: Free Spirit Ventures Trade School
 FEE: \$45.00
 SESSIONS: 2

SURVIVAL FIRST AID #2 DAY
 DATE: Sat., Jan. 24
 TIME: 8:30 a.m. - 5:00 p.m.
 PLACE: College Centre, Rm. 2
 FEE: \$45.00
 SESSIONS: 1

SURVIVAL FIRST AID #3 DAY
 DATE: Sat., Mar. 21
 TIME: 8:30 a.m. - 5:00 p.m.
 PLACE: Free Spirit Ventures Trade School
 FEE: \$45.00
 SESSIONS: 1

Designed by the Workers' Compensation Board to give the injured a better chance for survival pending the arrival of more qualified help. This course is requisite for employees in many industries. Basic techniques for coping with emergencies involving breathing, bleeding, unconsciousness and crushed chests are taught. It is also a useful course for the outdoor recreationist. Successful students will receive a WCB Survival First Aid Certificate. Certificate in good standing for two years. **Class limit 14. Pre-registration one week before course start date is essential.**
 INSTRUCTOR: Free Spirit Ventures Trade School

CHILD FIRST AID & SAFETY EVEN
 DATE: Tues. & Thurs., Jan. 20 & 22
 TIME: 7:00 - 10:00 p.m.
 PLACE: Free Spirit Ventures Trade School
 FEE: \$35.00
 SESSIONS: 2

This two session course is directed toward parents and others caring for children who wish to learn more about emergency care of young children. Topics include how to administer initial first aid, CPR, management of obstructed airways, burns, unconsciousness, blows to the head, bleeding, etc. Questions encouraged. **Class limit 20. Pre-registration by Jan. 13 is essential.**
 INSTRUCTOR: Free Spirit Ventures Trade School

CARDIOPULMONARY RESUSCITATION (CPR)

Training 25% of our population in the life saving skills of CPR (Cardiopulmonary Resuscitation) will dramatically decrease the death rate, not only from heart attack but also other life threatening emergencies. In as little as four (4) hours, you can learn life saving skills.

Participation in these programs will teach you the valuable skills necessary to support the heart and/or lungs of another person should they suddenly cease to function, as well as emergency medical system access to obtain assistance in such a situation. The course also includes information about the risk factors related to heart and blood vessel disease and management of these factors in your daily life.

BASIC LIFE SUPPORT COURSE 'A' #1 EVEN
 DATE: Mon., Feb. 9
 TIME: 6:00 - 10:00 p.m.
 PLACE: College Centre, Rm. 2
 FEE: \$18.00 plus book
 SESSIONS: 1
 INSTRUCTOR: Karen Finch

BASIC LIFE SUPPORT COURSE 'A' #2 DAY
 DATE: Sat., Feb. 14
 TIME: 9:00 a.m. - 1:00 p.m.
 PLACE: College Centre, Rm. 2
 FEE: \$18.00 plus book
 SESSIONS: 1
 INSTRUCTOR: Gladys Atrill

A four hour course for lay people with no experience in CPR. In this course, you will be taught basic life support skills, including one man CPR and what to do if a person is choking. And, just as importantly, how to recognize the signs and symptoms of a heart attack. Some reading is necessary in the Basic Life Support manual prior to course start date. **Class limit 10. Pre-registration one week before course start date is essential.**

BASIC LIFE SUPPORT COURSE "B" #1 EVEN
 DATE: Mon., Feb. 16 & 23
 TIME: 6:00 - 10:00 p.m.
 PLACE: College Centre, Rm. 2
 FEE: \$30.00 plus book
 SESSIONS: 2
 INSTRUCTOR: Karen Finch

BASIC LIFE SUPPORT COURSE B #2 DAY
 DATE: Sat., Feb. 28
 TIME: 9:00 a.m. - 6:00 p.m.
 PLACE: College Centre, Rm. 4
 FEE: \$30.00 plus book
 SESSIONS: 1
 INSTRUCTOR: Gladys Atrill

This eight hour course for lay persons with a specific interest in pediatric CPR requires some experience in CPR, or course 'A'. Includes one rescuer, infant & child resuscitation and management of choking in conscious and unconscious victims. Some reading is necessary in the Basic Life Support Manual prior to course start date. **Class limit 6. Pre-registration one week before course start date is essential.**

BASIC LIFE SUPPORT COURSE 'C' DAY
 DATE: Sat., Mar. 7
 TIME: 9:00 a.m. - 6:00 p.m.
 PLACE: College Centre, Rm. 2
 FEE: \$30.00 plus text
 SESSIONS: 1

This eight hour course is appropriate for health care providers, professional rescuers and first aid practitioners. Includes one-and two-rescuer, infant and child CPR, obstructed airway, and management of choking in conscious and unconscious victims. **Class limit 6. Pre-registration by Feb. 27 is essential.**
 INSTRUCTOR: Karen Finch

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Outreach Program 1986-87

Northwest Community College Region

Northwest Community College and Emily Carr College of Art and Design co-operatively present a series of top quality art workshops in different mediums for residents of the northwest. **ENROLLMENT IS LIMITED**, so please register early. Register at your local College Centre for any of the programs listed below. Fee for each workshop is \$40.00, plus supplies. For additional information on any of these workshops, please contact your local College Centre.

Papermaking (For all Levels)

Instructor: Lynne Howes
 Dates: February 7, & 8, 1987
 Place: Terrace College Centre

This workshop will give you an introduction to papermaking as an art form. Practical sessions include use of screens and moulds, making pulp and sheets, and using paper in casts and other 3 dimensional forms.

Drawing (All Skill Levels)

Instructor: Pat Johnston
 Dates: February 6, 7, & 8, 1987
 Place: Kitimat College Centre

So you want to learn to draw, or you want to polish already developed skills. If so, Pat Johnston will challenge and excite you with the exploration of materials such as pencil, charcoal, pen/brush & ink, and crayons. You will have the opportunity to explore the line, form, mass, movement, composition and proportion. Join In!

Drawing (All Skill Levels)

Instructor: Richard Williams
 Dates: February 7, & 8, 1987
 Place: Queen Charlotte City, C.E. Centre

This workshop will help students to develop positive attitudes towards their drawing skills. The goal is to have you develop the confidence to express yourself freely and creatively through drawing. The practical sessions will include work with a variety of drawing materials and to study line, form, mass and proportions.

Photography (All Skill Levels)

Instructor: Bev Olandt
 Dates: March 6, 7, & 8, 1987
 Place: Hazelton College Centre

This workshop will help you discover images in your daily landscape. Topics include equipment use, film composition (balance, design), lighting, flash, double exposure and more. Field trips are part of this workshop so come prepared to be outdoors.

Painting (Beginner/Intermediate/Advanced)

Instructor: Gordon Payne
 Dates: February 14, & 15, 1987
 Place: Prince Rupert Civic Centre

This workshop will begin with an introduction of theory and method of contemporary landscape and image painting. Using ACRYLIC paints, you will do exercises in surface, structure, and geometrical analysis. There will also be intensive practice of landscape painting from slide images.

Ceramics (Intermediate/Advanced)

Instructor: Byron Johnstad
 Dates: March 28, & 29, 1987
 Place: Prince Rupert Civic Centre

Ceramic artist, Byron Johnstad will offer discussions, demonstrations and practical sessions on the production of a dinner set. Items covered include bowls, plates, cups, serving items, etc. Finishing skills will be emphasized.

**PRE-REGISTRATION FOR ALL
 EMILY CARR COLLEGE OF ART AND DESIGN OUT-REACH COURSES
 REQUIRES A MINIMUM 10 DAYS BEFORE THE START DATE**



LEARNING OPPORTUNITIES (Non-Credit)

Non-credit Certificates are issued to participants who attend 100% of a course or workshop at the request of the instructor.

REFUND POLICY

1. Withdrawal before the second class of a course - 100% of tuition fees less a \$10.00 administration charge.
2. **Withdrawal after the second class of a course - NO REFUND.**
3. Special registration and refund policies apply to courses labelled as "CLASS LIMIT" courses. NO REFUNDS will be made after the **pre-registration date unless the space can be sold to another student.** In which case the withdrawing student will be refunded 100% of the tuition fee less a \$10.00 administration charge.
4. There will be **no refunds** for courses with tuition fees of \$10.00 or less.

FOR FAMILIES

Northwest Community College is pleased to co-sponsor the following courses with the Mental Health Network - Northwest. These timely, self-help courses are designed to assist parents through information sharing and group discussion.

MARRIAGE ENRICHMENT

EVEN

DATE: Tues., Jan. 13 - Feb. 17
 TIME: 7:30 - 9:30 p.m.
 PLACE: Central Parks Building
 FEE: \$10/couple plus \$10.00 for book
 SESSIONS: 6

Keep your marriage relationship vital and growing. Through readings, activities, discussions and audiocassettes, couples learn effective ways of communicating with their partners and skills they need to develop a more honest, intimate relationship. **Class limit 7 couples. Pre-registration by Jan. 6 is essential.**

INSTRUCTORS: Marj & Gerry Ford

PARENTING - How to talk so your kids will listen

EVEN

DATE: Thurs., Mar. 5 - Apr. 9
 TIME: 7:30 - 9:30 p.m.
 PLACE: Central Parks Building
 FEE: \$5.00 plus \$7.00 for book
 SESSIONS: 6

Learn to communicate more effectively with your children and gain cooperation in the family. For parents of children of all ages. **Class limit 14. Pre-registration by Feb. 26 is essential.**

INSTRUCTORS: Marj & Gerry Ford

FAMILY LAW WORKSHOP

EVEN/DAY

DATE: Tues. & Wed., March 24 & 25
 TIME: Tues. 3:00 - 4:30 p.m. & 7:00 - 9:00 p.m.

Wed. 8:30 a.m. - 12 noon
 PLACE: College Centre, Rm. 2
 FEE: \$5.00
 SESSIONS: 2

The Legal Services Society - Smithers, is pleased to co-sponsor this workshop on Family Law. Topics to be covered include:

- An overview of the old and new divorce act.
- Doing your own divorce.
- Family law overview.
- Legal implications of common-law relationships.
- Making or opposing a maintenance order.
- Enforcing a maintenance order.

Everyone is welcome. **Class limit 25. Pre-registration by Mar. 13 is essential.**

INSTRUCTOR: Deborah O'Leary, Legal Services Society

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SELF-HELP HEALTH

PLANT MEDICINE

DAY

DATE: Sat. & Sun., June 13 & 14
 TIME: 8:30 a.m. - 5:30 p.m.
 PLACE: College Centre, Rm. 2
 FEE: \$40.00
 SESSIONS: 2

Learn local and imported botanicals, their medicinal virtues and how to use them. Modes of preparation may include: tea, decoction, ointment, syrup, poultice fomentation, or oil. The session will include a field trip to gather a sampling of local plants. **Class limit 15.**

Pre-registration by June 5 is essential.

INSTRUCTOR: Jean Christian



THERAPEUTIC TOUCH SEMINAR

DAY

DATE: Sat., Mar. 28
 TIME: 9:00 a.m. - 4:00 p.m.
 PLACE: College Centre, Rm. 2
 FEE: \$50.00
 SESSIONS: 1

This seminar will introduce you to the idea of therapeutic touch. When, where, how and why it is used. It has been designed to facilitate an awareness of the healing process and generate the skills necessary to perform the technique of therapeutic touch. Helpful to any health professional or member of the general public. **Class limit 20. Pre-registration by Mar. 20 is essential.**

INSTRUCTOR: Lynette Kennedy, Prince George

NATURAL FAMILY PLANNING-SERENA

EVEN

DATE: Wed., Mar. 25
 TIME: 7:30 - 9:30 p.m.
 PLACE: Smithers Sen. Sec. Rm. 5
 FEE: \$2.00
 SESSIONS: 1

Serena is a family planning information and counselling service which co-ordinates the efforts of more than 200 volunteer teacher couples comprising 40 teams in Canada. The service specializes in the highly effective Natural Family Planning (NFP), method known as the sympto-thermal method. By observing and charting symptoms, a couple can confidently plan or avoid a pregnancy. Workshop presented by qualified Serena-trained couples. **Class limit 30. Pre-registration by Mar. 18 is essential.**

INSTRUCTORS: Mary & John DeWit and Mary & Gerry Spicer

HYDROTHERAPY

EVEN

DATE: Tues., Jan. 27
 TIME: 7:30 - 9:30 p.m.
 PLACE: Smithers Sen. Sec. Text. Rm.
 FEE: \$7.00
 SESSIONS: 1

Explore how water in its many forms can be used effectively in healing and maintaining well being. Practical methods of treating sports injuries and muscle aches and pains; from showers, saunas, ice and moist heat packs will be demonstrated. **Class limit 20. Pre-registration by Jan. 20 is essential.**

INSTRUCTOR: Barri Blix

STRESS FREE NOON HOUR

DAY

DATE: Thurs., Feb. 12 - Mar. 5
 TIME: 12:10 - 12:50 p.m.
 PLACE: College Centre, Rm. 2
 FEE: \$5.00
 SESSIONS: 4

Get rid of those tensions that have been building up through the week. Spend your noon hour practising ways to cope with stress - muscle tensing, relaxation, breath control, imagery and more. Sessions start at 12:10 promptly. **Class limit 15. Pre-registration by Feb. 5 is essential.**

INSTRUCTOR: Barri Blix

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People's Law School

In co-operation with the People's Law School of Vancouver, Northwest Community College will offer FREE workshops on various areas of the law that have an effect on everyday life at some time or other. Sessions are informational, to the point and practical. Local lawyers, business people and government officials who have special knowledge or experience in the area discussed present these valuable workshops. Plan to attend one or more. **Purchase of printed materials optional.**

WILLS & ESTATES

EVEN

DATE: Tues., Apr. 21
 TIME: 7:00 - 10:00 p.m.
 PLACE: Smithers Sen. Sec. Rm. 3
 FEE: Free
 SESSIONS: 1

This course will discuss how to make a will and what should be included in your will, and what happens in the event that you may die without a will. What restrictions there are on your testamentary freedom, the probate/administration of an estate, forms and special clauses. **Class limit 30. Pre-registration by Apr. 10 is essential.**

INSTRUCTOR: TBA

A TOUR THROUGH THE PERSONAL TAX FORM

EVEN

DATE: Tues. Mar. 10
 TIME: 7:00 - 10:00 p.m.
 PLACE: Smithers Sen. Sec. Rm. 3
 FEE: Free
 SESSIONS: 1

An examination of the personal tax form with a brief overview of each section (making special note of the income that must be declared and deductions you may be eligible for) to assist in the completion of the form. **Class limit 30. Pre-registration by Feb. 27 is essential.**

INSTRUCTOR: TBA

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CREATIVE ARTS/CRAFTS

INTRODUCTION TO DRAWING

EVEN

DATE: Thurs., Jan. 22 - Feb. 26
 TIME: 7:00 - 9:00 p.m.
 PLACE: Chandler Park School Art Rm.
 FEE: \$32.00 plus materials
 SESSIONS: 6

A drawing course for anyone interested in drawing - even if you have no experience or think that you have no talent. Using still life, you will study forms and learn drawing techniques using various media including pencils, charcoal and conte' crayon. Landscape and perspective will also be studied. **Class limit 10. Pre-registration by Jan. 15 is essential.**
 INSTRUCTOR: Julie Klatt

INTERMEDIATE DRAWING

EVEN

DATE: Thurs., Mar. 5 - 26
 TIME: 7:00 - 9:00 p.m.
 PLACE: Chandler Park School Art Rm.
 FEE: \$22.00 plus materials
 SESSIONS: 4

This is an extension of the "Drawing for Beginners" course; designed for people who have had a little drawing experience. We will be covering the components of the beginners course in more depth, as well as using a wider variety of media. Pen & ink, and charcoal drawing will both be featured. Pastel crayon will be optional. **Class limit 10. Pre-registration by Feb. 19 is essential.**
 INSTRUCTOR: Julie Klatt

PAINTING ON SILK

EVEN

DATE: Wed., Feb. 18 & 25
 TIME: 7:00 - 10:00 p.m.
 PLACE: Chandler Park School Art. Rm.
 FEE: \$25.00 plus materials
 SESSIONS: 2

This exciting introductory course will explore the art of painting on silk. The processes of waxing, painting with dye and steaming will all be carefully demonstrated. Each student will have the opportunity to complete two silk scarves with their own designs, in beautiful vibrant colours during the workshops. **Class limit 6. Pre-registration by Feb. 11 is essential.**
 INSTRUCTOR: Julie Klatt

ALPINE PAINTING

EVEN

DATE: Mon., Feb. 2 - Mar. 9
 TIME: 7:00 - 9:00 p.m.
 PLACE: Smithers Sen. Sec. Art. Rm.
 FEE: \$30.00 plus materials
 SESSIONS: 6

Learn to paint using Alpine style and design. An attractive and unique way to decorate walls or furniture; indoors or out. Make a project in class such as a nameplate or plaque. **Class limit 12. Pre-registration by Jan. 26 is essential.**
 INSTRUCTOR: Marika Krause

ART WORKSHOP

EVEN

DATE: Thurs., Jan 29 - Mar. 12
 TIME: 7:00 - 10:00 p.m.
 PLACE: Smithers Sen. Sec. Art Rm.
 FEE: \$45.00
 SESSIONS: 7

An open workshop class which enables students to use the Smithers Sen. Sec. Art room facilities with optional instruction. Most methods and media in drawing, painting, sculpture, print-making and pottery can be accommodated with students supplying own materials. **Class limit 10. Pre-registratin by Jan. 22 is essential.**
 INSTRUCTOR: Forbes Finlayson

PHOTOGRAPHIC LIGHTING TECHNIQUES

DATE: March
 TIME: TBA
 PLACE: TBA
 FEE: \$40.00 - \$50.00

Co-sponsored by the Smithers Photography Club, this workshop, for beginners and more experienced photographers, will be an introduction to the theory and practice of light management for the production of superb prints. **Register your interest by Feb. 15.**

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Northwest Community College is pleased to present these one day quilting courses. Learn hand and/or machine quilting and take home an attractive, useful item. Patterns provided. Supply lists available at the College Centre.

BABY QUILT #1

DAY

DATE: Sat., Feb. 21
 TIME: 9:00 a.m. - 4:00 p.m.
 PLACE: Penner's Cabin, Quick East Rd.
 FEE: \$20.00 plus materials
 SESSIONS: 1

Learn to make a baby quilt using the handstitch method and finish it easily at home. Machine quilting will also be demonstrated. **Class limit 12. Pre-registration by Feb. 13 is essential.**

INSTRUCTOR: Gwen Ellis

BABY QUILT #2

DAY

DATE: Sat., Feb. 28
 TIME: 9:00 a.m. - 4:00 p.m.
 PLACE: College Centre, Rm. 2
 FEE: \$20.00 plus materials
 SESSIONS: 1

An attractive Baby Quilt will be made in one day using the machine quilting method. Ideal for gift giving. Bring your own machine or use handstitching method and finish your project at home. **Class limit 12. Pre-registration by Feb. 20 is essential.**

INSTRUCTOR: Gwen Ellis

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LOG CABIN WALLHANGING

DAY

DATE: Sat., Mar. 7
 TIME: 9:00 a.m. - 4:00 p.m.
 PLACE: College Centre, Rm. 2
 FEE: \$20.00 plus materials
 SESSIONS: 1

Bring your sewing machine to this course and go home with a completed Log Cabin Wallhanging at the end of the day. **Class limit 12. Pre-registration by Feb. 27 is essential.**

INSTRUCTOR: Gwen Ellis



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CULINARY

CHINESE COOKING

EVEN

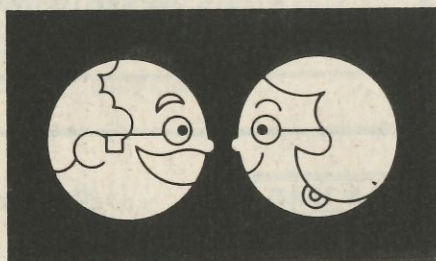
DATE: Tues., Feb. 24 - Mar. 31
 TIME: 7:00 - 9:30 p.m.
 PLACE: Smithers Sen. Sec. Foods Rm.
 FEE: \$36.00 plus meat
 SESSIONS: 6

A very popular course in this type of Oriental cooking. Very little fat is used in the cooking process, most food is steamed. Learn to make a variety of interesting new dishes. Course costs include ingredients (except meat). Recipes will be supplied. **Class limit 18. Pre-registration by Feb. 17 is essential.**
 INSTRUCTOR: Dina Carnie

BEAUTY WORKS/SELF IMPROVEMENT

Northwest Community College, in co-operation with Rose of Sharon, is pleased to offer a series of self-improvement workshops. Sign up for the ones that are right for you. Bring a friend. **Pre-registration one week before course start date is essential.**

INSTRUCTOR: Sharon Gagnon



POSITIVE FIRST IMPRESSIONS

EVEN

DATE: Mon., Mar. 9
 TIME: 7:30 - 9:30 p.m.
 PLACE: Smithers Sen. Sec. Rm. 3
 FEE: \$10.00
 SESSIONS: 1

Go to your next meeting or interview with confidence. Learn how to make that all-important positive first impression. Includes appearance, dress, grooming, presentation skills and more. **Class limit 12.**

MAKE UP ARTISTRY

EVEN

DATE: Mon., Mar. 23
 TIME: 7:15 - 10:15 p.m.
 PLACE: Rose of Sharon
 FEE: \$12.00
 SESSIONS: 1

A great looking you. Good basic skin care techniques introducing you to the exciting world of Merle Norman. Make-overs emphasizing coordinated make-up that suits you best. **Class limit 12.**

WORKING WITH ACCESSORIES

EVEN

DATE: Mon., Mar. 30
 TIME: 7:15 - 10:15 p.m.
 PLACE: Rose of Sharon
 FEE: \$12.00
 SESSIONS: 1

Working from the basic dress, you'll learn scarf and accessory techniques that take you from ordinary to extraordinary looks. Tips on wardrobe coordination will also be presented. **Class limit 12.**

ETIQUETTE

EVEN

DATE: Mon., Feb. 9
 TIME: 7:30 - 9:30 p.m.
 PLACE: Smithers Sen. Sec. Foods Rm.
 FEE: \$10.00
 SESSIONS: 1

Learn and practice hospitable behaviour - whether it be for entertaining at home or socializing in public. Includes learning confidence in social contacts, hosting meals, dress, etc. **Class limit 12.**

SELF DISCOVERY

EVEN

DATE: Sat., Feb. 20
 TIME: 9:00 a.m. - 4:00 p.m.
 PLACE: College Centre, Rm. 2
 FEE: \$24.00
 SESSIONS: 1

Get in touch with the way you feel about yourself and how you express your individuality in your daily life. Discover how you are influenced by the opinions of other people. Build self-confidence by focusing on what you do best, using your strengths and learning self-acceptance. **Class limit 50.**

FINANCIAL

RRSP'S - NEW RULES FOR THE 90'S

EVEN

DATE: Thurs., Jan. 22
 TIME: 7:00 - 10:00 p.m.
 PLACE: Smithers Sen. Sec. Rm. 1
 FEE: \$10.00
 SESSIONS: 1

Discuss the impact of the new RRSP's and pension rules, including new limits, new definitions of eligible income and how to save even more taxes. Distinguish what are suitable investments and those that are not. Group RRSP's - are these right for your business? **Class limit 35. Pre-registration by Jan. 15 is essential.**

INSTRUCTOR: Conny O'Connell, Pemberton Houston Willoughby, Prince George



PRACTICAL SKILLS

BICYCLING & BICYCLE REPAIRS

DATE, TIME, PLACE & FEE: TBA

This introductory course will include:

- 1) Considerations when choosing a bicycle, accessories and tools.
- 2) Riding techniques and fitness options.
- 3) Local, national and inter-national touring options.
- 4) Bicycle repair and maintenance.

The emphasis will be on 5, 10, 15 speed and mountain bikes. Student participation in working on and riding their own bikes will be encouraged. **Register your interest by Mar. 31.**

INSTRUCTOR: Doug McDonald

MAP & COMPASS READING FOLLOW-UP DAY

DATE: Sun., May 10
 TIME: 8:30 a.m. - 5:00 p.m.
 PLACE: College Centre, Rm. 2
 FEE: \$5.00
 SESSIONS: 1

A field trip for student who have taken an introductory course or have some experience. Course includes:

- back bearings and practical use of compass.
- orienting a map without use of a compass; locating landmarks obvious on the ground.
- orienting yourself using a watch; the sun.
- selecting your route; dead reckoning.

Bring your own compass and lunch. **Class limit 15.**

Pre-registration by May 1 is essential.

INSTRUCTOR: Les Cox and Bob Henderson

AN EVENING OF GARDENING

EVEN

DATE: Wed., Mar. 25
 TIME: 7:00 - 10:00 p.m.
 PLACE: Smithers Sen. Sec. Rm. 1
 FEE: \$2.00
 SESSIONS: 1

Spend an informal evening discussing gardening with the "Northern Gardener". Topics will include soil types and preparation, seed choice for this area, weed and pest control and some organic gardening techniques. Bring your gardening ideas, problems and successes. Session includes slides. **Class limit 20. Pre-registration by Mar. 18 is essential.**

INSTRUCTOR: Dave Havard

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HUNTER'S COURSE

C.O.R.E. #1

EVEN

DATE: Mon., Thurs., & 1 Sat., Feb. 2 - Mar. 30
 TIME: 7:00 - 9:30 p.m.
 PLACE: Smithers Sen. Sec. Rm. 3
 FEE: \$40.00 plus exam fee
 SESSIONS: 14

C.O.R.E. #2

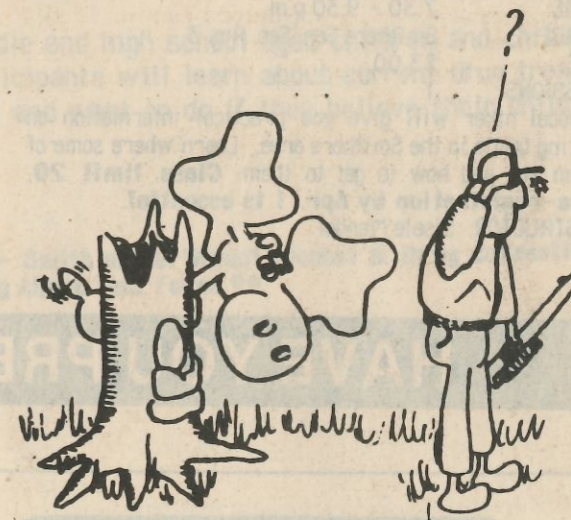
EVEN

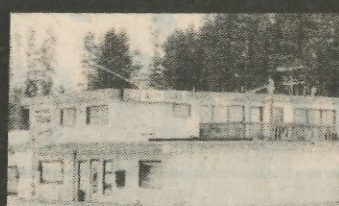
DATE: Mon., Thurs., & 1 Sat., Apr. 6 - June 1
 TIME: 7:00 - 9:30 p.m.
 PLACE: Smithers Sen. Sec. Rm. 3
 FEE: \$40.00 plus exam fee
 SESSIONS: 1

Developed by Fish & Wildlife Branch, this course, successfully completed, qualifies applicants for their first hunting licence. An excellent course for hikers and all outdoor recreationists. Topics include ecology, outdoor ethics, gun handling, hunter safety regulations, animal and bird identification, fresh-water fish, plus some survival and first aid tips. **Class limit 20.**

Pre-registration one week before course start date is essential.

INSTRUCTOR: Ingo Oevermann





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NATURAL HISTORY

Northwest Community College is pleased to present this series of one-evening seminars on local natural history. Enhance your enjoyment of our area by signing up for one or more of these useful and interesting sessions. All include slide presentations.

RECREATIONAL OPPORTUNITIES

EVEN

DATE: Wed., Apr. 1
 TIME: 7:30 - 9:30 p.m.
 PLACE: Smithers Sen. Sec. Rm. 3
 FEE: \$3.00
 SESSIONS: 1

Get a general overview of provincial parks in the Skeena District and more detailed information about local parks and the Babine Recreation Area. Handouts available. **Class limit 20. Pre-registration by Mar. 25 is essential.**

INSTRUCTOR: Ken Zimmer

HIKING TRAILS IN THE SMITHERS AREA

EVEN

DATE: Wed., Apr. 8
 TIME: 7:30 - 9:30 p.m.
 PLACE: Smithers Sen. Sec. Rm. 3
 FEE: \$3.00
 SESSIONS: 1

A local hiker will give you practical information on hiking trails in the Smithers area. Learn where some of them are and how to get to them. **Class limit 20. Pre-registration by Apr. 1 is essential.**

INSTRUCTOR: Gisele Mendel

FLORA OF THE BULKLEY VALLEY

EVEN

DATE: Wed., Apr. 15
 TIME: 7:30 - 9:30 p.m.
 PLACE: College Centre, Rm. 2
 FEE: \$3.00
 SESSIONS: 1

A survey of common native plants in the Bulkley Valley. With special emphasis on showy wildflowers. Will also include the identification of common trees. **Class limit 20. Pre-registration by Apr. 8 is essential.**

INSTRUCTOR: Rosamund Pojar

MAMMALS OF THE BULKLEY VALLEY

EVEN

DATE: Wed., Apr. 22
 TIME: 7:30 - 9:30 p.m.
 PLACE: College Centre, Rm. 2
 FEE: \$3.00
 SESSIONS: 1

A general discussion on mammal groups commonly in this area including comments on range, occurrence and general life history. **Class limit 20. Pre-registration by Apr. 15 is essential.**

INSTRUCTOR: Dave Hatler

BIRDS OF THE BULKLEY VALLEY

EVEN

DATE: Wed., April 29
 TIME: 7:30 - 9:30 p.m.
 PLACE: Smithers Sen. Sec. Rm. 3
 FEE: \$3.00
 SESSIONS: 1

A general discussion on birds commonly found in the Bulkley Valley including identification, range, occurrence and aspects of the life history. **Class limit 20. Pre-registration by Apr. 22 is essential.**

INSTRUCTOR: Dave Hatler

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SPECIAL INTEREST

Northwest Community College, Northwest Alcohol & Drug Counselling Service and the Smithers Alcohol & Drug Abuse Task Force are pleased to present the following workshops. These informative sessions are designed to help parents and to compliment the alcohol and drug use prevention - education program for kindergarten to grade 12 students that School District #54 is planning to implement. **Pre-registration one week before course start date is essential.**

PREVENTING DRUG ABUSE IN YOUR FAMILY

DATE: Tues., Jan. 27
 TIME: 7:00 - 9:00 p.m.
 PLACE: Smithers Sen. Sec. Library
 FEE: Free
 SESSIONS: 1

This workshop is primarily for parents of elementary aged children and children who are not involved with alcohol and drugs. Participants will learn the importance of establishing and communicating clear family expectations regarding the use of alcohol and other drugs. **Class limit 50.**

IDENTIFYING & INTERVENING WITH AN ADOLESCENT USING DRUGS OR ALCOHOL

DATE: Tues., Feb. 3
 TIME: 7:00 - 9:00 p.m.
 PLACE: Smithers Sen. Sec. Library
 FEE: Free
 SESSIONS: 1

This workshop is primarily for parents of middle and high school aged children and children who are involved with alcohol and drugs. Participants will learn about current drug trends, how to identify the signs and symptoms of use and what to do if they believe their child is using alcohol or drugs. **Class limit 50.**

****Both workshops are facilitated by Julia Fleming-Smith of Northwest Alcohol & Drug Counselling Service and members of the Smithers Alcohol & Drug Abuse Task Force.****



Fun & Fitness

All fitness programs are done to music and are designed to improve your cardiovascular health, muscular endurance, strength and flexibility.

Please refer to write-ups for individual features of each program.

Some fitness programs are now designed to incorporate fitness levels. In this way, we hopefully can provide a program that will suit the needs of most individuals. Choose wisely. Don't over-estimate your abilities!

PLEASE NOTE: IT IS IMPORTANT TO WEAR GOOD RUNNERS AND COMFORTABLE SHOES.

FITNESS LEVELS:

MILD: For those participants who are beginning a regular fitness program or just starting back after an injury, illness, etc. Simple low-resistance exercises to music with a maximum of 15 minutes of intermittent cardiovascular work. Exercise variety will be maximized while repetitions are minimized.

MODERATE: For those who participate in regular fitness activities. The number of repetitions increases and the exercises become more complex. The cardiovascular section is increased to a maximum of 20 minutes of exercise varying in intensity.

INTENSE: A real workout...a routine with more repetitions that will intensely work each muscle group. The cardiovascular section includes 20 - 25 minutes of sustained exercises.

ARCHERY FOR BEGINNERS

EVEN

DATE: Mon., Jan. 16 - Feb. 16
 TIME: 8:00 - 10:00 p.m.
 PLACE: Walnut Park School Gym
 FEE: \$30.00 plus \$20.00 rental on equipment
 SESSIONS: 5

Co-sponsored by Green Arrow Archery. This hands on course is designed for individuals with little or no experience in the sport of archery.

You will learn:

1. Archery safety.
2. The basics of shooting archery.
3. Archery shooting rules and regulations.
4. Types of archery equipment.
5. Types of archery rounds and events.
6. Information about bowhunting.
7. Different shooting styles.
8. Information regarding archery organizations.

Class limit 10. Pre-registration by Jan. 9 is essential.

INSTRUCTOR: Larry and Faith Lee

GET FIT/KEEP FIT

EVEN

DATE: Tues. & Thurs., Jan. 6 - Mar. 12
 TIME: 6:40 - 8:00 p.m.
 PLACE: Smithers Sen. Sec. Gym
 FEE: \$35.00
 SESSIONS: 20

For the out-of-shape and those who wish to maintain a general program of exercise to achieve personal fitness. Basic physiology and nutrition will be discussed at the first class. Specialized exercises and weight training added for those preparing for particular activities such as skiing. You can pace yourself in this course and make it as intense as you wish. **Class limit 50. Pre-registration by Jan. 3 is essential.**

INSTRUCTOR: Jim Tayler



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WOMEN'S FITNESS

EVEN

Mild to Moderate

DATE: Mon. & Wed., Jan. 19 - Apr. 1
 TIME: 6:30 - 7:30 p.m.
 PLACE: Walnut Park School Gym
 FEE: \$35.00
 SESSIONS: 20

A safe, progressive program to challenge the fit and not-so-fit. A variety of aerobics, some with less jumping, plus simple and fun routines choreographed to music. Modifications in exercises will be given to individuals who have back problems, bad knees, etc. **Class limit 35. Pre-registration by Jan. 12 is essential.**

INSTRUCTOR: Margaret Chudyk

PRE & POST NATAL EXERCISES

EVEN

DATE: Tues. & Thurs., Jan. 6 - Mar. 12
 TIME: 7:00 - 8:00 p.m.
 PLACE: Lake Kathlyn School Gym
 FEE: \$35.00
 SESSIONS: 20

At no point in a woman's life is general fitness more important than during and after pregnancy and childbirth. This class is designed to help you maintain a normal level of fitness. It will include exercises for posture, relaxation and general fitness during pregnancy. **Class limit 25. Pre-registration by Jan. 3 is essential.**

INSTRUCTOR: Louise White

EARLY BIRD WORKOUT

MORN

Intense

DATE: Mon., Wed. & Fri.
 Jan. 5 - Mar. 13
 TIME: 7:00 - 8:00 a.m.
 PLACE: Smithers Sen. Sec. Gym
 FEE: \$45.00
 SESSIONS: 30

Be fit, not fat! An early morning workout composed of warm-up, aerobics, exercise circuits and cool-down. Workouts are designed to improve muscular strength and endurance and increase aerobic capacity. Fitness and fat levels will be tested as well as information on how to decrease your percent body fat. Sessions will progress to a more intense level. Change room facilities available. **Class limit 35. Pre-registration by Jan. 3 is essential.**

INSTRUCTOR: Pat Pearce

DANCEFIT - SMITHERS

EVEN

Moderate

DATE: Tues. & Thurs., Jan. 6 - Mar. 12
 TIME: 7:30 - 8:30 p.m.
 PLACE: Smithers Sen. Sec. Gym
 FEE: \$35.00
 SESSIONS: 20

Improve your co-ordination and agility. Become fit and trim! This exercise program will include vigorous aerobic dance routines, and exercises. Dance your way to fitness! **Class limit 60. Pre-registration by Jan. 3 is essential.**

INSTRUCTOR: Susan Denny

DANCEFIT - TELKWA

DAY

Mild to Moderate

DATE: Mon. & Wed., Jan. 19 - Apr. 1
 TIME: 4:00 - 5:00 p.m.
 PLACE: Telkwa School Gym
 FEE: \$35.00
 SESSIONS: 20

Become fit and trim. This program will include vigorous aerobic dance routines and exercises. Dance your way to fitness. **Class limit 32. Pre-registration by Jan. 12 is essential.**

INSTRUCTOR: Marilyn Richey

'QUICK' - CO-ED FITNESS

EVEN

Moderate

DATE: Tues. & Thurs., Jan. 20 - Mar. 26
 TIME: 7:30 - 8:30 p.m.
 PLACE: Round Lake Hall
 FEE: \$35.00
 SESSIONS: 20

Exercise to beat! Safe, progressive and fun! Moderate to intense workout for men and women. **Class limit 25. Pre-registration by Jan. 13 is essential.**

INSTRUCTOR: Cindy Stone

EARLY MORNING FLOORSHAKERS

MORN

Mild

DATE: Mon. & Wed., Jan. 26 - Mar. 12
 TIME: 9:30 - 10:30 a.m.
 PLACE: Round Lake Hall
 FEE: \$30.00
 SESSIONS: 14

If you haven't been involved in an exercise program for a while, this could be the one for you. A mild activity for women of all ages. Emphasis on stretching with a minimum of jumping and bouncing. **Class limit 25. Pre-registration by Jan. 19 is essential.**

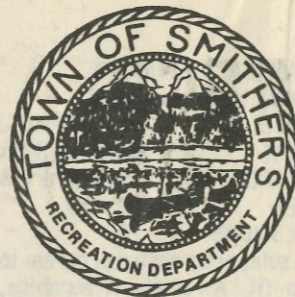
INSTRUCTOR: Cindy Stone



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TOWN OF SMITHERS

WINTER RECREATION PROGRAMS 1987



REGISTRATION INFORMATION

REGISTRATION COMMENCES SATURDAY, JANUARY 3, 9:00 a.m. - 1:00 p.m. in the Smithers Town Council Chambers. Late registrants may register at the town office between 8:30 a.m. and 4:00 p.m. the following week.

REGISTRATION POLICIES

1. Smithers residents and taxpayers will have first preference on all programs on Registration Day, Saturday, January 3, 1987.
2. Registration is on a first-come, first-served basis.
3. All classes have a maximum number of participants. When maximums are reached, names will be taken for a waiting list and every effort made to arrange additional classes.
4. Payment in full must be made at the time of registration (except if the participant is placed on a waiting list). Please make all cheques payable to TOWN OF SMITHERS.
5. **NO REFUNDS** will be granted unless a class is cancelled by the Recreation Department.
6. The Recreation Department reserves the right to cancel any course which does not meet the required minimum registration.
7. Classes will not be held on **statutory** holidays.
8. All programs and schedules are subject to changes in date, time and location.
9. In exceptional cases where a refund is granted, a \$10.00 administration fee will be charged.

RECREATION CO-ORDINATOR: Anita Marshall

FOR MORE INFORMATION on all courses, please feel free to call our Recreation Co-ordinator at the town office, 847-3251.

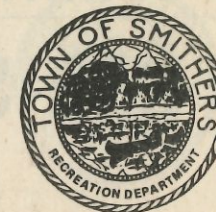
RECREATIONAL AND CULTURAL SERVICES COMMITTEE

Alderman, Carole Young
 School Trustee, Bob Haslett
 Barb Williams
 Noreen Erlenbach

Bob Burt
 Rix Graham
 Moira McMillan
 Whitney Numan

Your suggestions for future leisure activities are needed to help plan for our community. If you have any suggestions or ideas, please feel free to contact any of the above committee members or staff.

RECREATION PROGRAMS REGISTRATION DAY



TIME: 9:00 a.m. - 1:00 p.m.
 LOCATION: Town Office — 3836 - 4th Ave.
 DATE: Saturday, January 3, 1987

MAIL-IN REGISTRATIONS

If you are unable to be at Registration Day, you may mail in the Registration with the full payment. These registrations will only be accepted after the Recreation Program Registration Day.

Please make cheque or money order payable to: Town of Smithers
 P.O. Box 879
 Smithers, B.C.
 V0J 2N0

Please do not mail cash.



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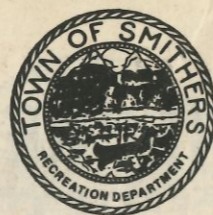
Box Number _____ Home Phone _____

Business Phone _____

COURSES	NAME OF PARTICIPANT	AGE	TIME	DAYS	FEE

Total enclosed _____

PRE-SCHOOL PROGRAMS



PRE-SCHOOL PROGRAM INFORMATION

Location: Canadian Reformed Church Basement — 3626 - 15th Avenue

Pre-School Philosophy: The philosophy of the Pre-school programs is to give each child a fun-filled experience while he/she develops socially, mentally, physically and creatively. The object of these programs is to give each child a developmental learning experience to enrich his/her pre-school years.

Activities: Activities will include arts and crafts, songs, games, story time, snack time, active play and creative play.

Duty Day: Parents enrolling their child in Teeter Tots, Kids' Karpentry and Twice as Nice must sign up for one duty day to assist the instructor with preparations and clean-up.

Things to bring: Please send along with your child a snack, a smock and indoor footwear. If you have any old toys that you would like to get rid of, we would appreciate donations.

Note: There will be no classes during the week of March 16 to 20 due to the school spring break.

PROGRAMS

TEETER TOTS

Day: Tuesday
Time: 10:00 - 11:00 a.m.
Cost: \$20.00
Age: 2.5 - 3.5 years
Session: Jan. 13 - Mar. 24
Instructor: Sandi Middleton

KIDS' KARPENTRY

Day: Thursday
Time: 10:00 - 11:30 a.m.
Cost: \$28.00
Age: 4 - 5 years
Session: Jan. 15 - Mar. 26
Instructor: Sandi Middleton

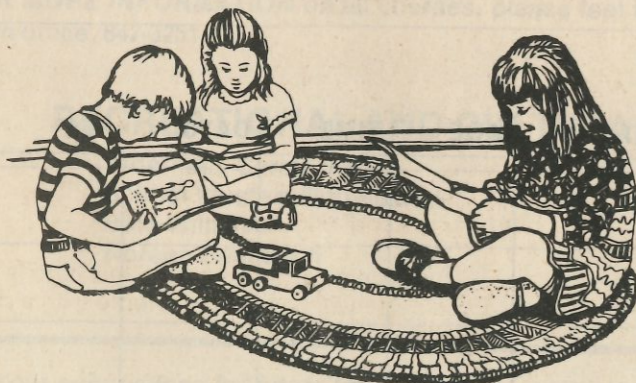


RAINBOW PRE-SCHOOL

Day: Tuesday
Time: 1:15 - 2:45 p.m.
Cost: \$28.00
Age: 3 - 5 years
Session: Jan. 13 - Mar. 24
Instructors: Sandi Middleton, Margaret Chudyk

BUTTERFLY PRE-SCHOOL

Day: Thursday
Time: 1:15 - 2:45 p.m.
Cost: \$28.00
Age: 3 - 5 years
Session: Jan. 15 - Mar. 26
Instructors: Sandi Middleton, Margaret Chudyk



TWICE AS NICE

Day: Wednesday & Friday
Time: 10:00 - 11:30 a.m.
Cost: \$52.00
Age: 3 - 5 years
Session: Jan. 14 - Mar. 27
Instructor: Sandi Middleton

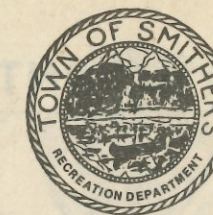
PRE-SCHOOLERS' VALENTINE'S PARTY

Day: Friday
Time: 1:30 - 2:30 p.m.
Cost: \$2.50
Age: 2 - 5 years
Session: Feb. 13
Location: Curling Rink

Parents — bring your pre-schoolers for an hour of Valentine's fun and games!

YOUTH PROGRAMS

for Boys & Girls



BOUNCERCISE

Day: Monday
Time: 3:15 - 4:00 p.m.
Cost: \$14.00
Age: 6 - 8 years
Session: Jan. 12 - Mar. 23
Location: Walnut Park School
Instructor: Margaret Chudyk



JAZZERCISE

Day: Wednesday
Time: 4:15 - 5:00 p.m.
Cost: \$14.00
Age: 9 - 12 years
Session: Jan. 14 - Mar. 25
Location: Walnut Park School
Instructor: Angela Kraus

Fitness for the fun of it through aerobic dance & games.

INDOOR SOCCER (6 - 8)

Day: Wednesday
Time: 3:15 - 4:00 p.m.
Cost: \$14.00
Age: 6 - 8 years
Session: Jan. 14 - Mar. 25
Location: Walnut Park School
Instructor: Margaret Chudyk



INDOOR SOCCER (9 - 12)

Day: Monday
Time: 4:00 - 4:45 p.m.
Cost: \$14.00
Age: 9 - 12 years
Session: Jan. 12 - Mar. 23
Location: Walnut Park School
Instructor: Allan Moffet

Come out and learn how to play indoor soccer. Focus will be on learning skills and playing games.

BABYSITTING COURSE

Day: Tuesday
Time: 3:30 - 4:30 p.m.
Cost: \$16.00
Age: 11 years & up
Session: Jan. 13 - Mar. 3
Location: Chandler Park School
Instructor: Sandi Middleton



This course will follow the Canada Safety Council's babysitters' courses to train competent caregivers. It is designed for individuals who are interested in learning how to care for children.

KIDS' CRAFT CLUB

Day: Wednesday
Time: 3:15 - 4:15 p.m.
Cost: \$20.00
Age: 6 - 10 years
Session: Jan. 14 - Mar. 25
Location: Canadian Reformed Church
Instructor: Sandi Middleton

Kids — if you enjoy arts and crafts, this club is for you. Each class will have a new theme with a project taken home every week.

**** NOTE: THERE WILL BE NO CLASSES DURING THE WEEK OF MARCH 16 - MARCH 20 DUE TO THE SCHOOL SPRING BREAK.**

☆ BE SURE TO REGISTER JANUARY 3, 1987 ☆

'87 WINTER RECREATION PROGRAMS

AEROBICS



CO-ED AEROBICS (Moderate)

Days: Mondays & Wednesdays
 Time: 5:15 - 6:15 p.m.
 Cost: \$38.00
 Session: Jan. 12 - Mar. 25
 Location: Walnut Park School
 Instructor: Crystal Glass, Certified Instructor

CO-ED AEROBICS (Intense)

Days: Tuesdays & Thursdays
 Time: 5:00 - 6:00 p.m.
 Cost: \$38.00
 Session: Jan. 13 - Mar. 26
 Location: Walnut Park School
 Instructor: Wanda Gillespie, Certified Instructor

Our Co-ed Aerobic classes are a great way to get in shape and gain strength, flexibility and cardiovascular endurance. The 5 phases of each workout include: warm-up, pre-aerobic, aerobic, floor exercises and cool-down. (No classes the week of March 16 - 20 due to the school spring break.)

MOM'S AEROBICS (Moderate)

Days: Mondays, Wednesdays, Fridays
 Time: 10:15 - 11:15 a.m.
 Cost: \$45.00 — 3 days per week
 \$36.00 — 2 days per week
 Session: Jan. 12 - Mar. 20
 Location: Elks Hall
 Instructor: Wanda Gillespie
 Babysitting: \$1.50 for 1st child,
 .75 for each additional child

WOMEN'S AEROBICS (Moderate)

Days: Mondays, Wednesdays, Fridays
 Time: 9:00 - 10:00 a.m.
 Cost: \$45.00
 Session: Jan. 12 - Mar. 20
 Location: Elks Hall
 Instructor: Margaret Chudyk

If you enjoy moving to music and simple routines and sequences, then this class is for you. An hour of aerobics, fitness and fun.

HAVE YOU PRE-REGISTERED?

SENIORS' AEROBICS

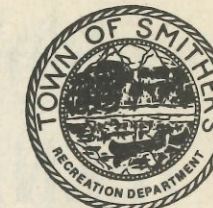
Days: Mondays & Thursdays
 Time: 7:30 - 8:15 p.m.
 Cost: \$26.00
 Session: Jan. 12 - Mar. 20
 Location: Seniors' Activity Centre
 Instructors: Wanda Glass & Angela Kraus, Certified Instructors

Seniors, if you need a place to start or want to begin exercising again, register for this "lite" exercise program designed just for you! Mild aerobics, strength and flexibility are the fitness components covered.



'87 WINTER RECREATION PROGRAMS

TEEN/ADULT PROGRAMS



WOMEN'S WEIGHT TRAINING (3 x week)

Days: Mondays, Wednesdays, Fridays
 Time: 5:30 - 6:30 p.m.
 Cost: \$45.00
 Session: Jan. 12 - Mar. 27
 Location: Smithers Secondary School
 Instructor: Susan Davies
 Class Limit: 15 participants



WOMEN'S WEIGHT TRAINING (2 x week)

Days: Tuesdays & Thursdays
 Time: 6:15 - 7:15 p.m.
 Cost: \$36.00
 Session: Jan. 13 - Mar. 26
 Location: Smithers Secondary School
 Instructor: Wanda Gillespie
 Class Limit: 15 participants

An introduction to body building and weight training for women. Individual programs will be designed for each participant. Tone and firm up your muscles using the universal gym. Note: There will be no classes during the school spring break — March 16 - 20.

CO-ED VOLLEYBALL — ROOKY DIVISION

Days: Wednesdays
 Time: 8:00 - 10:00 p.m.
 Cost: \$15.00
 Session: Jan. 14 - Mar. 25
 Location: Chandler Park
 Instructor: Tracey Wright

This class is for people who haven't had much experience playing volleyball. Teams will change on a weekly basis. Music and prizes are part of the fun!



CO-ED VOLLEYBALL — JOCK DIVISION

Days: Thursdays
 Time: 8:00 - 10:00 p.m.
 Cost: \$15.00
 Session: Jan. 15 - Mar. 26
 Location: Chandler Park
 Instructor: Anita Marshall

This class is for people who have had some experience playing volleyball and want to play in a semi-competitive setting. Music and awards are part of the fun!

BASICS OF CROSS-COUNTRY SKIING

Age: 18 years & up
 Dates: Thursday, Jan. 8 Time: 7:30 - 8:30 p.m.
 Saturday, Jan. 10, 17, 24 Time: 10:00 a.m. - 12:00 noon
 Cost: \$25.00
 Location: Chandler Park & the Golf Course
 Instructor: Olav Skjelbred

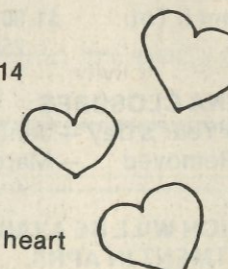
One indoor evening session for discussion of equipment, techniques and demonstration of waxing methods. Three outdoor day snow sessions for instruction of practical skiing techniques. Conducted by Canadian Association Nordic Ski Instructor.



ALPINE DAZE EVENTS

VALENTINE'S FIT BLITZ

Day: Saturday, Feb. 14
 Time: 1:00 - 2:30 p.m.
 Cost: \$3.00
 Location: TBA
 Instructor: TBA



Come out and exercise your heart on Valentine's Day!

OUTDOOR FUN & GAMES SPORTS DAY

Day: Saturday, Feb. 14
 Time: 1:00 - 3:00 p.m.
 Cost: \$2.00
 Location: Heritage Park
 Age: 6 - 12 years

Kids, come out and join in the fun! There will be races, games, a scavenger hunt and refreshments.

'87 WINTER RECREATION PROGRAMS

TEEN/ADULT PROGRAMS



ADULT SKATING LESSONS

Adults, learn to skate this winter or improve your skating skills in our adult skating program.

Instructor: Mona Ryan
 Location: Smithers Arena
 Cost: \$16.00
 Age: 16 years & up

Noon Lessons

Days: Tuesdays
 Dates: Jan. 13, 2, 27; Feb. 3
 Time: 12:15 - 1:00 p.m.

Evening Lessons

Days: Wednesdays
 Dates: Jan. 14, 21, 28; Feb. 4
 Time: 6:45 - 7:30 p.m.

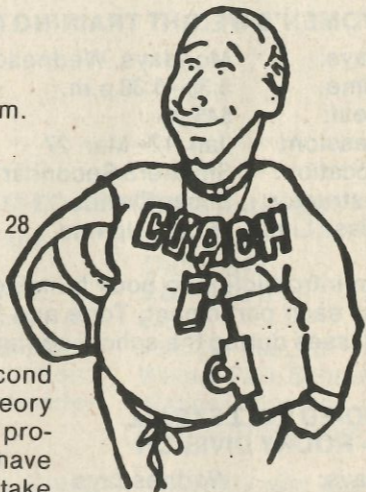
NATIONAL THEORY COACHING LEVEL 2

Days: Tuesdays
 Time: 7:00 - 10:00 p.m.
 Cost: \$26.00
 Age: 16 years & up
 Session: Mar. 24, 31;
 Apr. 7, 14, 21, 28

Location: Smithers Secondary School

Instructor: Mike Richey

This course is the second step of the National Theory Coaching certification program. Participants must have their Level 1 in order to take this course.



TOWN OF SMITHERS

CIVIC CENTRE ARENA SCHEDULE

JANUARY - MARCH 1987



PUBLIC SKATING

Wednesday 6:45 p.m. - 8:15 p.m.
 Friday 6:45 p.m. - 8:15 p.m.
 Sunday 4:00 p.m. - 5:30 p.m.

ADULT PUBLIC SKATING

Tuesday 12:00 noon - 1:00 p.m.
 Friday 8:30 p.m. - 9:45 p.m.

PARENT & TOT SKATING

Monday 1:30 p.m. - 3:00 p.m.
 Wednesday 10:00 a.m. - 11:30 a.m.

SHINNEY HOCKEY

Friday 12:00 noon - 1:30 p.m.

ADMISSION

Adults: \$2.00 (19 & up)
 Students: \$1.50 (7 - 18)
 Children: \$1.00 (6 & under)

Shinney Hockey: \$2.00

Parent & Tot: \$1.00 — for parent & first tot
 .25 — for each extra tot

ARENA CLOSURES

New Year's Day — January 1, 1987
 Ice Removed — March 31, 1987

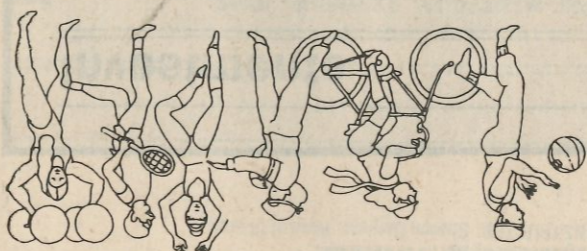
WATCH FOR OUR SPRING FLYER WHICH WILL BE AVAILABLE AT THE RECREATION DEPARTMENT IN APRIL



EVENING FITNESS — CO-ED
 DATES: Tues. & Fri., Jan. 13 - Apr. 3
 TIME: 7:00 - 8:00 p.m.
 PLACE: Silverthorne Elem. Gym
 FEE: \$30.00
 SESSIONS: 21
 Whether you exercise all week, just on weekends or not often, try this moderate to intense workout to shape you. Good supportive footwear and comfortable clothing are a must. Class limit 35. Pre-registration by Jan. 5 is essential.
 INSTRUCTOR: Chris Halbauer

EVENING FITNESS — CO-ED
 DATES: Mon. & Wed., Jan. 12 - Apr. 1
 TIME: 5:30 - 6:30 p.m.
 PLACE: Twaiv Sullivan Gym
 FEE: \$30.00
 SESSIONS: 20
 THE CONDITIONING WORKOUT — Sweat and shake your blues away with a combination of warm-ups and aerobics plus toning. A perfect way to work out the tension. Good supportive footwear, comfortable clothing and exercise mats are a must. Class limit 40. Pre-registration by Jan. 5 is essential.
 INSTRUCTOR: Susan Monpelt, Nationally and BCRA Certified

EVENING FITNESS — CO-ED
 DATES: Tues. & Thurs., Jan. 13 - Apr. 2
 TIME: 3:30 - 4:30 p.m.
 PLACE: Royal Canadian Legion
 FEE: \$36.00
 SESSIONS: 24
 Body shaper exercise class — we want your body! A moderately paced workout with high intensity of fun. A workout designed to tone and progressively shape you. From a pre-aerobic warm-up to a relaxing cool-down, this class will please everyone. Come out and shape your body — your body will love you!! Good supportive footwear, comfortable clothing and exercise mats are a must. Class limit 35. Pre-registration by Jan. 5 is essential.
 INSTRUCTOR: Susan Monpelt, Nationally and BCRA Certified



MORNING FITNESS
 DATES: Mon. & Wed., Jan. 12 - Apr. 1
 TIME: 9:00 - 10:00 a.m.
 PLACE: Royal Canadian Legion
 FEE: \$36.00
 SESSIONS: 24
 START YOUR DAY THE FIT WAY!! An easy- to moderate-paced aerobic workout. This will be a class with the beginner in mind. Good supportive footwear, comfortable clothing and exercise mats a must. Class limit 35. Pre-registration by Jan. 5 is essential.
 INSTRUCTOR: Susan Monpelt, Nationally and BCRA Certified

FITNESS LEVELS

MILD: For those participants who are beginning a regular fitness program or just starting back after an injury, illness, etc. Simple low-resistance exercises to music with a maximum of 15 minutes of intermittent cardiovascular work. Exercise variety will be maximized while repetitions are minimized.

MODERATE: For those who participate in regular fitness activities. The number of repetitions increases and the exercises become more complex. The cardiovascular section is increased to a maximum of 20 minutes of exercise varying in intensity.

INTENSE: A real workout... a routine with more repetitions that will intensify work each muscle group. The cardiovascular section includes 20 - 25 minutes of sustained exercises.

PLEASE NOTE: IT IS IMPORTANT TO WEAR GOOD RUNNERS AND COMFORTABLE CLOTHING

Some fitness programs are now designed to incorporate fitness levels. In this way, we hopefully can provide a program that will suit the needs of most individuals. Choose wisely. Don't overestimate your abilities!

Please refer to write-ups for individual features of each program.

All fitness programs are done to music and are designed to improve your cardiovascular health, muscular endurance, strength and flexibility.

Fun & Fitness