

Policy 5.04	Refer to Policy #
Green Certificate Program Policy The Green Certificate Program is an apprentice-style training program for the agriculture industry in Alberta. Its resources and operations are reviewed regularly to ensure that the program remains relevant. Many people are involved in making the Green Certificate Program successful.	1.01, 2.01, 4.02, 7.01
	Approved
	June 2017
	Review Date:
	December 2017

- There are eleven recognized specializations in the Green Certificate Program – Level 1 (Technician).
 - Beekeeping
 - Cow/Calf
 - Dairy
 - Equine
 - Feedlot
 - Field Crop
 - Irrigated Crop
 - Sheep
 - Swine
 - Greenhouse
 - Poultry
- Industry will be asked for input into existing curriculum on a regular basis. Any industry wishing to see new curriculum developed for the Green Certificate Program is encouraged to put together a proposal for consideration by the Provincial Green Certificate Coordinator. Industry may also be approached by the Green Certificate Program with interest in developing new curriculum. (See Policy 7.01 – Resource Creation and Review)
- The Green Certificate Program will be available to all high school students in Alberta who meet the Registration and Basic Trainee Requirements. (See Policy 1.01 and 2.01)
- Registration can take place at any time throughout the year.
- Individuals cannot be registered as both a Trainer and Trainee, in the same specialty, at the same time.
- All individuals play a role in promoting and maintaining the positive image of the Green Certificate Program.
- Each individual involved in the Green Certificate Program will speak and act with respect and dignity to all other individuals involved in the Green Certificate Program.
- All individuals involved in the Green Certificate Program shall refrain from making unauthorized representation to outside bodies in the name of the Green Certificate Program. Any such situation that occurs will be forwarded onto the Provincial Coordinator.

Trainees: For more detail refer to Policy 2.01 Green Certificate Basic Trainee Requirements Policy

- Must be a minimum of 15 and entering a minimum of Grade 10.
- Is expected to actively participate in the program.
- Will be encouraged to:
 - take advantage of the knowledge of the Trainers
 - put their new knowledge into practice
 - train and test regularly
- Have the right to decide who their Trainer will be.
- Will be classified as a:
 - Credit Trainee – registered through their high school and eligible to receive Alberta Basic Education diploma credits for completing the program.
- Will respect the decisions of the Trainers, Testers, and Coordinators. If a Trainee disagrees with a decision and wishes to appeal it, the Trainee will follow the procedures outlined in Policy 4.02 (Complaints and Grievances).

Trainers

- Have the primary responsibility to work with Trainees through the year and to teach technical knowledge and skills as outlined in the Green Certificate manual.
- Should be actively involved in an agriculture operation relevant to the specialty being studied by the Trainee. Trainers must be listed on the Trainee's registration form and can be the Trainee's parent(s).
- Will not be paid to act as a Green Certificate Program Trainer.
- Will respect the decisions of Testers and Regional Coordinators. If a Trainer disagrees with a decision and wishes to appeal it, the Trainer will follow the procedures outlined in Policy 4.02 (Complaints and Grievances).

Testers

- Must be at least eighteen (18) years of age.
- Are regarded for their industry knowledge related to a specific program area.
- Will ensure that outside interests do not jeopardize their judgment or competence.

- Will respect the decisions of Regional Coordinators. If a Tester disagrees with a decision and wishes to appeal it, the Tester will follow the procedures outlined in Policy 4.02 (Complaints and Grievances).

Regional Coordinators

- Operate with accordance of the regional delivery contract.
- Understand the Green Certificate program and it is their role to ensure that the Program is administered fairly within their region.
- Will ensure that outside interests do not jeopardize their judgment or competence.
- Will work for the creation and maintenance of curriculum, policies, and procedures that will continue to enhance the Green Certificate program.
- Represent the views of their school, school division, or region.
- Respect the confidential nature of information to which he/she may have access regarding a specific individual involved in the Green Certificate Program. Public discussion of confidential information will not be tolerated.

School Coordinators

- Understand the basics of the Green Certificate program.
- Understand the policies, and procedures of the Green Certificate program.
- Represent the views of their school, school division, or region.
- Respect the confidential nature of information to which he/she may have access regarding a specific individual involved in the Green Certificate Program. Public discussion of confidential information will not be tolerated.
- Registering students in GINA.
- School contact information is current in GINA.