Program Assistant Application for
*Retreat-Style Level 1 with 2 On-Site Sessions (512)*
*Grand Prairie, Alberta, Canada*

1. Please don’t apply to be a Program Assistant (PA) in this training if you have a dual/multiple relationship with the training’s Lead Trainer, Co-Lead Trainer, Guest Trainer, Assistant Trainer, Lead Trainer Mentee, and/or Assistant Trainer Mentee.

2. To apply to be a Program Assistant (PA) in this training, you must:
   A. Already have earned the Certificate of Completion from a Level 1 IFS training program;
   B. Not apply to be a participant in this training;
   C. Complete this form and submit it to CSL (use contact information above), even if you’ve been a PA before or have spoken with a trainer about being a PA for this training. You may contact CSL to confirm that we received your PA application (use contact information above).

3. PAs are selected by each program’s trainers, and PA applicants are notified by trainers about being chosen or not. Trainers may select some PAs before the application deadline, and/or shortly before the training begins. You may not hear from trainers about being selected until about two weeks before the training begins. Please contact the trainers if you have questions. Contact information is in the website’s “Trainer Directory” and/or “Find an IFS Therapist” listings.

4. A separate PA application is required for each training you apply for. PA applications from other trainings, or forms you create on your own, will not be accepted.

5. PA spaces are limited, and we recommend that you apply early.

6. For all the details about the training, including dates, daily schedules, location, lodging options, and more, please review the training’s brochure at the end of this application.

7. If you accept a PA position in another IFS training after submitting this application, you are required to inform the Lead and Assistant Trainers. Contact information is in the website’s “Trainer Directory” and/or “Find an IFS Therapist” directory.

8. PA Stipends
   A. Only experienced PAs receive stipends. An experienced PA is someone who has served as a Level 1 or Level 2 PA for an entire training that has already ended by the starting date of the new training.
   B. Daily stipends are paid for each full day an experienced PA is present. Stipends are not paid for training days with 2 or fewer training hours, days that are partially attended, or days a PA is absent.
   C. All experienced PAs are paid the same daily stipend amount in a particular training.
   D. The daily stipend amount is US$55/day/experienced PA.

9. Program Assistants may not make audio or visual recordings, take photographs, or use services such as FaceTime, Skype, Zoom, etc., to transmit or record any part of any IFS training session.

10. If a Program Assistant receives a complaint from a participant about a training, the Program Assistant is required to handle it according to CSL’s Grievance Policy as posted at www.selfleadership.org.

11. Lodging & Meals: Please see the training’s brochure at the end of this application form for information about lodging and meal options. The Center for Self Leadership does not provide these.
PA Application for Retreat-Style Level 1 with 2 On-Site Sessions (CSL #512)
In Grand Prairie, Alberta, Canada

Please see the brochure at the end of this application for details about this training, which is being organized for participants affiliated with Pace Community Support, Sexual Assault & Trauma Centre.

1. Your contact information (print neatly so we can read it!)
   - First Name _____________________________________________________________
   - Last Name ____________________________________________________________________
   - Credentials ____________________________________________________________________
   - Street Address ____________________________
   - City, State, Zip Code ________________________________________________________
   - Phone (H) ________________________________________________________________
   - Phone (W) ________________________________________________________________
   - Phone (C) ________________________________________________________________
   - Email ____________________________________________________________________

2. Please list any other names you have used in the past:
   ______________________________________________________________________
   ______________________________________________________________________
   ______________________________________________________________________

   If necessary, use a separate sheet to answer the remaining questions, and then attach it to your application. Please write clearly and use black ink so we can read it.

3. If accepted, will this be your 1st, 2nd, 3rd time, or more, as an IFS training PA?
   - 1st time_____ 2nd time_____ 3rd time_____ More_____

4. Tell us about each completed IFS Level 1 and Level 2 training in which you have been a PA.
   - City _____________________________________________ Year_______ Program Number_____
     Lead Trainer Name(s) ____________________________________________________________
     Assistant Trainer Name _________________________________________________________
   - City _____________________________________________ Year_______ Program Number_____
     Lead Trainer Name(s) ____________________________________________________________
     Assistant Trainer Name _________________________________________________________
5. **Experienced PAs:** An experienced PA is someone who has served as a Level 1 or Level 2 PA for an entire training that has already ended by the starting date of the new training.

   _____ **Check here if you are an experienced PA.**

6. **Tell us about all Level 1, 2, and 3 training(s) from which you have already earned a certificate of completion.** To **apply** to be a PA, you must already have graduated from a Level 1 training.

   City__________________________________________     Graduation Date_______________
   Lead Trainer Name(s)__________________________________________________________
   Assistant Trainer Name_________________________________________________________

   City__________________________________________     Graduation Date_______________
   Lead Trainer Name(s)__________________________________________________________
   Assistant Trainer Name_________________________________________________________

   City__________________________________________     Graduation Date_______________
   Lead Trainer Name(s)__________________________________________________________
   Assistant Trainer Name_________________________________________________________

   City__________________________________________     Graduation Date_______________
   Lead Trainer Name(s)__________________________________________________________
   Assistant Trainer Name_________________________________________________________

7. **Are you currently a PA in an IFS training?**  Yes_____   No_____ 

   If “yes”, please tell us its:
   City__________________________________________     Training Number______________
   Starting Date____________________________________ Ending Date_______________________

8. **Have you been accepted, and agreed to be a PA for a future IFS training?**  Yes_____   No_____ 

   If “yes”, please tell us its:
   City__________________________________________     Training Number______________
   Starting Date____________________________________ Ending Date_______________________
9. List all previous IFS events you have attended, such as workshops, consultations groups, conferences, etc., along with names of facilitators, workshop leaders, or trainers for each one.

________________________________________________________________________________
________________________________________________________________________________

10. Comment on the following experiences you have had: IFS trainings, workshops, retreats; clinical trainings and experiences; teaching, training, clinical supervisory, and group leadership.

________________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________

11. Detail your reasons for wanting to be a PA and your qualifications for and/or constraints in doing so. Please refer to the Program Assistant requirements, responsibilities, and competencies listed at www.selfleadership.org.

________________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________

12. Check One:

_____ I am applying to be a PA for the first on-site session only.

_____ I am applying to be a PA for the second on-site session only.

_____ I am applying to be a PA for both on-site sessions.

Can you attend all days of the session(s) that you are applying for? Yes_____ No_____

If “no”, list all of the days that you cannot attend.

________________________________________________________________________________
________________________________________________________________________________

13. What is your native language? ________________________________

14. List any other languages in which you are fluent. ________________________________

15. Do you have any special needs? If so, please explain.

________________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________

16. Sign the Dual/Multiple Relationship Policy below and return it with your PA application. Your PA application cannot be considered unless you return a signed Dual/Multiple Relationship Policy.

Before you submit your application, please:

- Review it to make sure it’s complete. Incomplete forms cannot be processed.
- Sign the Dual/Multiple Relationship Policy below.
- Copy or save your application for your records – most people eventually need it.

Thank you for your interest in The Center for Self Leadership’s training program, and for bringing more Self leadership into the world.

2.10.19
Dual/Multiple Relationship Policy for
Training Staff Members in
Level 1, 2, and 3 Internal Family Systems\textsuperscript{SM} (IFS\textsuperscript{SM}) Training Programs
Organized by The Center for Self Leadership (CSL)

Definitions:

\textbf{Trainer} – For the purposes of this policy, any Lead Trainer, Co-Lead Trainer, Guest Trainer, Assistant Trainer, Assistant Trainer Mentee, Program Assistant, and other person(s) teaching at an IFS Level 1, 2, or 3 training program organized by The Center for Self Leadership (CSL).

\textbf{Participant} – For the purposes of this policy, anyone who is a student in an IFS Level 1, 2, or 3 training program organized by CSL.

\textbf{Roster} – The document generated by CSL for each training that may list training applicants, accepted training participants, trainers, and their personal information. Rosters are routinely updated with additional applicants, participants, and trainers.

1. Different states, provinces, and other governmental jurisdictions may have different policies regarding dual/multiple relationships for counselors, therapists, and other professionals for whom dual/multiple relationships may exist. Therefore, trainers are expected to take responsibility for checking with their particular and applicable governing policies, and for adhering to the professional standards for dual/multiple relationships outlined therein. Trainers are also expected to adhere to the governing policies of their professional disciplines regarding dual/multiple relationships.

2. It is CSL’s policy that a trainer may not enter into a therapeutic or supervisory relationship with a training participant or other trainer in their training until the training is completed. Trainers are expected to adhere to the professional standards as in paragraph 1 above if those standards are more stringent or comprehensive than CSL’s.

3. CSL is committed to maintaining the safety of its highly experiential IFS training programs. To that end, CSL is sensitive to the potential difficulties of any type of dual/multiple relationship between trainer and trainer, or trainer and participant. Therefore, CSL requires Lead Trainers, Co-Lead Trainers, Assistant Trainers, Guest Trainers, and Assistant Trainer Mentees, to review all applicants for their trainings to determine if they are in dual/multiple relationships with any of them.

   If you, as a Lead Trainer, Co-Lead Trainer, Assistant Trainer, Guest Trainer, or Assistant Trainer Mentee, believe you are in a dual/multiple relationship with anyone that involves privileged communication, particularly (but not only) supervisory or therapeutic, you must contact the other person(s) and resolve the situation in accordance with this policy before the training begins, and thoroughly work out how the dual/multiple relationship will be managed through the end of the training. CSL acknowledges that dual/multiple relationships that involve privileged communication are confidential and, therefore, CSL cannot be responsible for resolving them or for their existence in its training programs.

4. If you, as a Lead Trainer, Co-Lead Trainer, Assistant Trainer, Guest Trainer, or Assistant Trainer Mentee, believe you are in a dual/multiple relationship with anyone that does not involve privileged communication, you may either contact the other person(s) and resolve the situation in accordance with this policy before the training begins, or contact your Lead Trainer before the training begins.

   If a participant or trainer is going to be asked to withdraw from a training in order to resolve a dual/multiple relationship that does not involve privileged communication, and that person is dissatisfied with being asked to withdraw, then at that time the Lead Trainer will send an email to CSL’s Executive Director, and simultaneously send a copy of that email to CSL’s Director of Staffing and Training Program Coordinator for their information. The final decision about how to handle a
dual/multiple relationship that does not involve privileged communication rests with CSL’s Executive Director.

5. If any trainer wants to disclose their dual/multiple relationship to other trainers in their training, then the trainer with a dual/multiple relationship must have a signed agreement with the person with whom they have a dual/multiple relationship granting permission for such disclosure.

If any trainer wants to disclose their dual/multiple relationship to participants in their training, then the trainer with the dual/multiple relationship must have a signed agreement with the participant with whom they have a dual/multiple relationship granting permission for such disclosure. These written agreements must be provided, secured, and held by the trainer, and are not the responsibility of CSL. These written agreements must be completed before the training begins.

6. If you are a Lead Trainer, Co-Lead Trainer, Guest Trainer, Assistant Trainer, or Assistant Trainer Mentee, you must access your trainings’ rosters on CSL’s file sharing system when you need to know more about who is involved with your trainings.

7. Dual/Multiple Relationships Involving Program Assistants, and Assistant Trainers’ Responsibility for Sharing Rosters with Program Assistant Applicants
   a. Anyone who has a potentially problematic dual/multiple relationship with a training’s Lead Trainer, Co-Lead Trainer, Guest Trainer, Assistant Trainer, and/or Assistant Trainer Mentee is discouraged from applying to be a Program Assistant in that training.
   b. Assistant Trainers must share their trainings’ current rosters with Program Assistant applicants before Program Assistants are chosen so they can screen for dual/multiple relationships.
   c. Assistant Trainers must share their trainings’ current rosters with Program Assistants who have been chosen so they can screen for dual/multiple relationships, and this must be done every 2-3 weeks thereafter, during the time before the training begins.
   d. If a Program Assistant has a dual/multiple relationship with a participant that involves privileged communication, and the dual/multiple relationship is potentially problematic such that it cannot be ethically managed within the training (as determined by those in the dual/multiple relationship and in accordance with CSL’s dual/multiple relationship policy), then the Program Assistant is required to withdraw from the training.
   e. If a Program Assistant has a dual/multiple relationship with a participant that does not involve privileged communication, then the Program Assistant may either contact the other person(s) and resolve the situation in accordance with this policy before the beginning of the training, and thoroughly work out how the dual/multiple relationship will be managed through the end of the training, or contact the Lead Trainer. If a participant or Program Assistant is going to be asked to withdraw from a training in order to resolve a dual/multiple relationship that does not involve privileged communication, and that person is dissatisfied with being asked to withdraw, then at that time the Lead Trainer will send an email to CSL’s Executive Director, and simultaneously send a copy of that email to CSL’s Director of Staffing and Training Program Coordinator for their information. The final decision about how to handle a dual/multiple relationship that does not involve privileged communication rests with CSL’s Executive Director.

By signing below, I agree to abide by the terms of this dual/multiple relationship policy for all CSL-organized IFS training programs in which I am a trainer, now and in the future.

_________________________________       __________________________________
Signature                                                                 Printed Name

__________________________________________
Date

7.25.17
NOTE: This training is only open to people affiliated with Pace Community Support, Sexual Assault & Trauma Centre. If you have questions about your eligibility or if you wish to apply, please contact Pace.

The Internal Family Systems Model

Internal Family Systems℠ is at the forefront of a movement toward a more collaborative therapeutic approach that relies on clients’ intuitive wisdom. IFS℠ offers a clear, non-pathologizing, and empowering view of human cognitive and emotional life and provides a dynamic therapeutic approach that allows both therapist and client to enter into a transformational relationship in which healing can occur.

Richard C. Schwartz, PhD, has been developing the IFS model for more than 30 years, with IFS now practiced by thousands of licensed therapists and other professionals throughout the United States and internationally. Mental health care professionals and others trained in the IFS model can easily integrate it into a wide variety of practices using the unique methods IFS offers to create safe environments for clients to become Self-transforming. Internal Family Systems therapy is a simple yet sophisticated integration of psychology, spirituality, and intra-psychic and family systems theory that:

- Works well with couples, families, groups, and children;
- Can effectively treat trauma;
- Is a client-led approach that respects each client’s pace and goals;
- Establishes a productive, trusting, and collaborative partnership between therapist and client;
- Helps therapists remain centered and open-hearted.

Internal Family Systems: An Evidence-Based Practice

Internal Family Systems (IFS) is now posted on NREPP as an evidence-based practice. NREPP is the National Registry for Evidence-Based Programs and Practices, a national repository that is maintained by the U.S. government’s Substance Abuse and Mental Health Services Administration (SAMHSA). Interventions listed in NREPP have been subject to independent, rigorous scrutiny, and are deemed to show significant impact on individual outcomes relating to mental health.

As a clinical treatment, IFS has been rated effective for improving general functioning and well-being. In addition, it has been rated promising for improving each of: phobia, panic, and generalized anxiety disorders and symptoms; physical health conditions and symptoms; personal resilience/self-concept; and depression and depressive symptoms.

These scientific findings and the listing of IFS on NREPP affirm the vast potential of IFS therapy for advancing emotional healing and mental well-being. In particular, they indicate promising effects on mind (depression, anxiety), body (physical health conditions), and spirit (personal resilience and self-concept).
IFS and Training Information Sources

This brochure contains many details about this program, including certificate of completion attendance requirements, trainer biographies, session and daily schedules, required readings, site information, and more.

For more information about IFS, please visit www.selfleadership.org.

The Center for Self Leadership’s contact information and Pace’s contact information is at the end of this brochure.

Curriculum

Overview: In addition to thoroughly learning IFS theory and techniques, the Internal Family Systems Level 1 training program invites participants to explore their own inner worlds in a safe, nurturing context. The training will help participants:

- Understand the conceptual basis of the IFS model;
- Apply basic IFS techniques to various clinical populations; and
- Take advantage of the opportunities IFS offers for personal development.

Learning Objectives: Please visit www.selfleadership.org, FAQ page.

Format: The training includes lecture, discussion, demonstration, experiential exercise, video review, and small group supervision and practice. Teleconferences occur between the on-site sessions and enable participants to have contact with their trainers, and each other, in order to ask questions and further integrate material already presented.

Program Hours: This retreat-style Level 1 training will meet for two on-site sessions, and two teleconference sessions over the course of several months, totaling 84 program hours. Each on-site session comprises 40 program hours, and each teleconference session comprises two program hours. The full schedule is available later in this brochure.

Trainers

Lead Trainer: Chris Burris, LPC, LMFT, is a senior IFS trainer who has taught Level 1 and 2 programs in the US and Europe. Chris uses mind/body therapeutic approaches to alleviate traumatic stress, depression, and anxiety related issues, working extensively with individuals and couples. Chris is an AAMFT Approved Supervisor, is on the advisory board for The Joshua Project, and has been active with men’s groups and rites of passage ceremonies since 1990. As former Director of Counseling at The North Carolina School of the Arts, Chris has considerable experience with performance enhancement for artists of all types, and has a private practice in Asheville, NC.

Assistant Trainer: Katelyn Staecker, LCSW, Assistant Trainer, is a psychotherapist, teacher and workshop leader who is also a certified practitioner of Psychodrama, Sociometry and Group Psychotherapy. Katelyn facilitates workshops and retreats on spirituality, conscious eating, and personal growth and relationship skills. She also has a special interest in developing communities of all types and teaching the interpersonal skills necessary for their sustainability. Katelyn has been in private practice in Oregon for over 20 years. She works with her gifted co-therapist, Sophie, who is a Labradoodle and "oh so cute".
Certificate of Completion

A Certificate of Completion is awarded by The Center for Self Leadership, and a participant must complete 70 of the 84 total program hours offered in order to be eligible to earn this certificate. Participants are responsible for ensuring that they attend sufficient training hours to earn the Certificate of Completion. The daily schedule for this training is located later in this brochure.

Attendance Verification & CE Information

Following the end of the training, The Center for Self Leadership will send to each training member an official accounting of training hours attended, based on the attendance information entered on the Sign In/Sign Out sheets at the training.

No continuing education credit is available through The Center for Self Leadership.

IFS Certification

Participants are not Certified IFS Therapists or Practitioners until they successfully complete the IFS Certification process. Information about the criteria and procedures for becoming IFS Certified is available on the CSL website certification page, or by emailing certification@selfleadership.org.

Eligibility for Future Trainings

By earning The Center for Self Leadership’s Certificate of Completion for this training, a participant is eligible to apply for a Level 2 IFS training program. Participants are not required to be Certified IFS Therapists or Certified IFS Practitioners to enroll in IFS trainings.

To Apply

Who Should Apply: Both therapists and non-therapists are invited to apply per The Center for Self Leadership’s policies, and we welcome applications from people involved in the activities listed below. Please contact Pace to learn of their application criteria.

- Mental and medical health care practitioners
- Pastoral counselors
- Business and academic professionals
- Masters or doctoral students
- Dance, art, and music therapists
- Body workers
- Those from the professional public seeking personal and spiritual growth
- Anyone seeking a community of like-minded professionals

Application Form:

The application form is available only from Pace, and completed applications must be sent to Pace. Darryl Cochrane at Pace: darryl@pacecentre.com, Phone: 780.539.6692, Fax: 780.538.0960.
Schedule

On-Site Session 1: June 1-7, 2019
On-Site Session 2: August 3-9, 2019
Teleconference 1: July 11, 2019 (6:00-8:00 pm, Mountain Time)
Teleconference 2: July 22, 2019 (6:00-8:00 pm, Mountain Time)

Teleconference Information:

We use a videoconference and teleconference service called Zoom for the training’s teleconferences.

- If you will use Zoom on a smart device or computer, please download and understand the Zoom software well before the teleconference begins. To do this, go to Zoom.us, sign in (or “sign up”), and create an account.

- If you have questions about downloading or using Zoom, please contact Zoom: 888.799.9666, or click “support” at the bottom of the Zoom.us home page.

- To attend the teleconferences, please use the information below.

- Please don’t join the teleconferences before their scheduled times.

- Teleconferences are for members of the training only.

Teleconference #1:
July 11, 2019 6-8 PM Mountain Time (US and Canada)

Join Zoom Meeting
https://zoom.us/j/328315038

One tap mobile
+16465588656,328315038# US (New York)
+16699006833,328315038# US (San Jose)

Dial by your location
+1 646 558 8656 US (New York)
+1 669 900 6833 US (San Jose)
Meeting ID: 328 315 038

Teleconference #2:
July 22, 2019 6-8 PM Mountain Time (US and Canada)

Join Zoom Meeting
https://zoom.us/j/970471664

One tap mobile
+16465588656,970471664# US (New York)
+16699006833,970471664# US (San Jose)

Dial by your location
+1 646 558 8656 US (New York)
+1 669 900 6833 US (San Jose)
Meeting ID: 970 471 664
## Daily Schedule for On-Site Sessions

### On-Site Session #1: June 2019

<table>
<thead>
<tr>
<th></th>
<th>Morning Session</th>
<th>Morning Stretch</th>
<th>Afternoon/Evening Session</th>
<th>Afternoon Snack</th>
<th>Training Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Arrival Day</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>June 1</strong></td>
<td></td>
<td></td>
<td>X</td>
<td>X</td>
<td>2</td>
</tr>
<tr>
<td><strong>Day 2</strong></td>
<td>9-12:15</td>
<td>15 min</td>
<td>2 – 5:45</td>
<td>15 min</td>
<td>6.5</td>
</tr>
<tr>
<td><strong>Day 3</strong></td>
<td>9-12:15</td>
<td>15 min</td>
<td>2 – 5:45</td>
<td>15 min</td>
<td>6.5</td>
</tr>
<tr>
<td><strong>Day 4</strong></td>
<td>9 - Noon</td>
<td>X</td>
<td>1 – 4</td>
<td>X</td>
<td>6</td>
</tr>
<tr>
<td><strong>Day 5</strong></td>
<td>9-12:15</td>
<td>15 min</td>
<td>1:45 – 6</td>
<td>15 min</td>
<td>7</td>
</tr>
<tr>
<td><strong>Day 6</strong></td>
<td>9-12:15</td>
<td>15 min</td>
<td>1:45 – 6</td>
<td>15 min</td>
<td>7</td>
</tr>
<tr>
<td><strong>Day 7</strong></td>
<td>9 - Noon</td>
<td>X</td>
<td>1 – 3</td>
<td>X</td>
<td>5</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>40</td>
</tr>
</tbody>
</table>

### On-Site Session #2: August 2019

<table>
<thead>
<tr>
<th></th>
<th>Morning Session</th>
<th>Morning Stretch</th>
<th>Afternoon/Evening Session</th>
<th>Afternoon Snack</th>
<th>Training Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Arrival Day</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>August 3</strong></td>
<td></td>
<td></td>
<td>X</td>
<td>X</td>
<td>2</td>
</tr>
<tr>
<td><strong>Day 4</strong></td>
<td>9-12:15</td>
<td>15 min</td>
<td>2 – 5:45</td>
<td>15 min</td>
<td>6.5</td>
</tr>
<tr>
<td><strong>Day 5</strong></td>
<td>9-12:15</td>
<td>15 min</td>
<td>2 – 5:45</td>
<td>15 min</td>
<td>6.5</td>
</tr>
<tr>
<td><strong>Day 6</strong></td>
<td>9 - Noon</td>
<td>X</td>
<td>1 – 4</td>
<td>X</td>
<td>6</td>
</tr>
<tr>
<td><strong>Day 7</strong></td>
<td>9-12:15</td>
<td>15 min</td>
<td>1:45 – 6</td>
<td>15 min</td>
<td>7</td>
</tr>
<tr>
<td><strong>Day 8</strong></td>
<td>9-12:15</td>
<td>15 min</td>
<td>1:45 – 6</td>
<td>15 min</td>
<td>7</td>
</tr>
<tr>
<td><strong>Day 9</strong></td>
<td>9 - Noon</td>
<td>X</td>
<td>1 – 3</td>
<td>X</td>
<td>5</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>40</td>
</tr>
</tbody>
</table>

**Required Pre-Training Reading and Other Materials**
1. **Reading Materials:** All books listed below are available at The Center for Self Leadership’s website store (www.selfleadership.org). Bundle pricing may be available. If you need assistance with the Store, please call 708.383.2659 or email info@selfleadership.org.

**Required reading before the training begins:**


**Suggested reading before the training begins:**

Schwartz, RC (2001), *Introduction to the Internal Family Systems Model*, Oak Park IL: Trailheads Publications, The Center for Self Leadership, ISBN 0-97211480-0-0. **This book is required reading for those with no prior experience with the IFS model.** Class content is designed on the assumption that the reading is completed.

**Other suggested reading:**


2. **Additional Training Materials:** Each program’s trainers may ask participants to purchase up to $20 in additional training materials. If additional training materials are required, participants will be notified as the starting date of the training approaches.

**Financial Arrangements & Billing**

Financial arrangements and billing for participants in this training are being handled by Pace Community Support, Sexual Assault & Trauma Centre. Please contact Darryl Cochrane at darryl@pacecentre.com for details.

**Tuition and Fees**

Withdrawals and Refunds: Participants who wish to withdraw from the training program must do so in writing by sending an email to CSL’s Training Program Admissions and Records Manager (training@selfleadership.org). Refunds will not be made directly to participants by The Center for Self Leadership. Please contact Pace for its withdrawal and refund policy.

**ADA** If you have special needs, please contact Pace Community Support, Sexual Assault & Trauma Centre.

**TRAVEL INFORMATION**

If you need additional travel information, please visit websites such as MapQuest or GoogleMaps.
You may also wish to visit priceline.com, orbitz.com, kayak.com, or other websites to find travel deals for airfare, rental cars, etc. CSL is not affiliated with any of these sites, but many people have success with them.

**ON-SITE SESSIONS:**

**Pace Community Support, Sexual Assault & Trauma Centre**
10031 103 Ave.
Grande Prairie, Alberta, Canada T8V1B9
780-539-6692
Pacecentre.com
Please contact Darryl Cochrane at darryl@pacecentre.com at Pace as needed.

**AIRPORTS:**

**Grande Prairie Airport**
Approximately 14 minutes from site.
For directions from this airport click [HERE](#).

**Dawson Creek Airport**
Approximately 1 hour 47 minutes from site.
For directions from this airport click [HERE](#).

**Edmonton**
Approximately 4 hours and 40 minutes from site.
For directions from this airport click [HERE](#).

**DRIVING:**

For driving or public transit directions from…
- Fairview, Alberta click [HERE](#).
- Calgary, Alberta click [HERE](#).
- Edmonton, Alberta click [HERE](#).
- Tumbler Ridge, BC click [HERE](#).

**TRAINS (VIA Rail Canada):**

For Via Rail Canada information please click [HERE](#).

**MEALS:** To see restaurants in the area please click [HERE](#).

**LODGING:** For lodging near the site please click [HERE](#).
Contact Information for Pace:

Pace Community Support, Sexual Assault & Trauma Centre
10031 103 Ave.
Grande Prairie, Alberta, Canada T8V1B9
780-539-6692, Pacecentre.com
Darryl Cochrane:  darryl@pacecentre.com
    Phone: 780.539.6692
    Fax: 780.538.0960

THE CENTER FOR SELF LEADERSHIP
www.selfleadership.org

Training coordinator for this training:

    Jeffery John
    jefferyjohn11@gmail.com
    301.655.6671 (Eastern Time Zone, USA)

Other CSL contact info:

    IFS Certification:  828.215.6307
    IFS Circle/Continuity Webinars:  708.383.2659
    IFS Store & Everything Else IFS:  708.383.2659

Fax:
    708.383.2399
Mailing Address:
    P.O. Box 3969, Oak Park, IL 60303
Emails:
    IFS Certification:  certification@selfleadership.org
    IFS Circle/Continuity Webinars:  info@selfleadership.org
    IFS Store & Everything Else IFS:  info@selfleadership.org