

ELDER PROTOCOLS & GUIDELINES



Office of
Indigenization

JIBC

Approved by Elders-In-Residence effective: February 26, 2020
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“We respectfully acknowledge that the Justice Institute of British Columbia is situated on the Traditional, unceded and Treaty Territories of First Peoples.”



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OVERVIEW OF ELDERS-IN-RESIDENCE PROGRAM

The Elders-In-Residence Program is an integral part of the Justice Institute of BC (JIBC) and the implementation of its Indigenization Plan and Strategic Goals.

- Elders encourage and promote understanding and respect for Indigenous perspectives, cultures, and values. They provide support and encouragement to Indigenous students and provide a cultural connection to them on their learning journey.
- Elders are available to students, recruits, their families, and JIBC's faculty and staff. The Elders-In-Residence support the promotion of the principles of JIBC as a leading public educator in justice, health, community and public safety and the unique role our institution has in a Truth and Reconciliation process.

WHAT IS AN ELDER?

An Elder is both a title and a verb. The term "Elder" in the English language identifies an older Indigenous person who adopts the role of a surrogate grandmother or grandfather. In Indigenous languages, the concept of "Elder" describes a socio-political public role in Indigenous and non-Indigenous communities that is developed over time. Elders may provide mentorship, guidance and direction; governance and decision making; enforce cultural laws and protocols and/or act as the caretaker and teachers. The role is both dynamic and diverse.

Shared characteristics of Elders include:

- Elders being recognized in the community as holding a wealth of knowledge, cultural teachings, values and life experiences;
- Having respected qualities such as wisdom, integrity and humour;
- Are actively committed to encouraging and strengthening others and passing on knowledge and instruction through the generations to help individuals live in the right way;
- Demonstrate lifelong role modeling and service to the community, as well as having a positive outlook and a values-based and healthy lifestyle.

Elder's Assistant or Elder-in-Training

- In recognition of their role as mentors, Elders will at times have an "assistant" or support person with them. This person may also be an "Elder-in-training." This person may have an active role in the Elder's duties, or be present as a support person or observer only.





CAROLINE BUCKSHOT

Algonquin Nation



PHILLIP GLADUE

Métis Nation



LARRY GRANT

x^wməθk^wəyəm Nation



KEN PRUDEN

Métis Nation

ELDERS AT JIBC

JIBC campuses sit on various Indigenous Traditional, ancestral and unceded territories around the province. The main New Westminster campus is located on the unceded territories of the qiqéyt (Qayqayt) and x^wməθk^wəyəm (Musqueam) and Coast Salish Peoples. Elders from these Nations and local Métis Elders are often those first contacted to attend events and ceremonies. However, other Indigenous Elders may be invited as well. If you would like to invite an Elder to participate in an activity on one of JIBC's other campuses, it is customary to first invite an Elder from the surrounding First Nations or Indigenous groups to participate.

THE ELDERS-IN-RESIDENCE ROLE

- To provide guidance, cultural and spiritual support to our students, staff and faculty through one-on-one guidance sessions.
- To provide insight, guidance, and recommendations for curriculum and training, institutional policy and governance matters, and strategic planning and commitments.
- To share their knowledge and expertise in different areas through cultural teaching activities such as drum making, sweat lodge, talking circles, Elders tea-time/luncheons, art, carving, storytelling, crafts, history of Indigenous People, nature walks, traditional drumming and singing, and other activities.
- To be available as guest speakers in classrooms, JIBC Speaker Series, National Indigenous Peoples Day and other events.
- To liaise with the Indigenous Advisory Council (IAC) as needed.

RESPONSIBILITIES

- Regularly attend Elders-In-Residence gatherings and is available two to five days per month as their availability allows and weather permits.
- Cultural workshop or cultural ceremony.
- Curriculum and policy development/review.
- Convocation, Ceremonies, Feasts, and other campus events.
- Conduct talking circles, participate in committees, working groups or advisory participation.

EXTENDING AN INVITATION TO AN ELDER

In order to maintain a respectful approach towards Elders, when requesting the services or participation of an Elder, faculty/staff are asked to use the following protocol:

1. Visit the JIBC Intranet.
2. Click "[Elder Request Form](#)" link on Quick Tools column on JIBC's intranet homepage (left).
3. Complete request form. This is sent to the Office of Indigenization email. The Coordinator will review the request and communicate the request to Elders-In-Residence.
4. If an Elder is available and chooses to accept the request, the Office of Indigenization's (OI) Coordinator schedules the Elder for the requested booking and will confirm this booking via email to the originator of the booking.

Please note:

- Faculty/staff may contact a particular Elder who is known to them. In this case, please follow guidelines and protocols suggested within this document and contact the OI Coordinator as needed.
- Each Elder has their own specialities, expertise and interest. Elder's bios are found at: jibc.ca/office-indigenization/elders-residence-program
- More than one Elder may be consulted. Be patient and give Elders time to prepare and confer with others when necessary.
- Please be respectful of Elder's time and contribution. Engagements must be meaningful and align with objectives of JIBC's Strategic Plan and Indigenization Plan.





ELDER PROTOCOLS AND GUIDELINES

COMPENSATION FOR ELDERS

When inviting Elders into the classroom, an activity or an event, they should be recognized and treated in the same way as visiting scholars, academics, consultants, facilitators or guest speakers. They are providing their time, expertise and experience and thus should be compensated accordingly.

From an Indigenous cultural perspective, some Indigenous cultures view the honorarium as symbolic for being able to give back (reciprocity) for what is provided by them. Giftgiving and honoraria promote balance and are an expression of gratitude, appreciation, and respect.

ELDER COMPENSATION SCALE

Elder compensation for engagement is \$100 per hour for a minimum of a two-hour booking. Half-day engagements (up to 3 hours), compensation is paid at a flat rate of \$300. Full-day engagements (up to 6 hours), compensation is paid at a flat rate of \$600.

Please note: Protocols suggest that transportation and parking expenses (if applicable) be compensated in addition to payment of an honorarium.

Payments must be done by cheque and requisitioned with sufficient advance notice that all payments will be available for the Elder on the date of the event.

CEREMONY AND GIFTS

- While there are many ways to express gratitude, a Thank-You card is often a welcome gesture of appreciation.
- It is customary in many Indigenous cultural protocols to provide tobacco and/or a gift to an Elder as recognition of respect for the knowledge and teachings they will share. Indigenous Peoples and cultures are diverse and so will have different protocols around ceremonies and gifts.
- The OI will supply tobacco pouches upon request. Please present offerings to the Elder at the onset of the event.
- It is suggested that food and refreshments are provided (water is Indigenous Peoples' first medicine). Elders are traditionally served first.

INTRODUCING AN ELDER

In preparing for the event, please ensure that you ask the Elder(s) if they have a preference for how they will be introduced, or if they would like their bio read and included in an event program (if applicable).

Elders may choose to be called by a given first name or an ancestral/Traditional name. Please ensure the correct and proper pronunciation of their name and their Territory/First Nation.



ELDER ENGAGEMENT AND PARTICIPATION

The level of Elder engagement or participation can vary from speaking engagements, guiding ceremony, guiding talking circles, facilitating a workshop, providing cultural support/advising, and/or participating on a committee or as a consultant.

When extending an invitation to an Elder, please consider the following:

- What are the goals for inviting an Elder? (Speaking engagement, group support, supporting cultural awareness, sharing their experience, leading a cultural activity, etc.)
- What is the desired level of participation and engagement by the Elder in the work being conducted? (Event participation, consultant, feedback, student support, observer, etc.)
- The duration of the event, Elder mobility, and their mode of transportation to the event, including parking.

ELDER SAFETY

- When on campus, Elders should be periodically “checked in” with, for example, JIBC employees asking if an Elder needs rest, food or a beverage, or assistance of any kind.
- In the case of an emergency, health or safety incident, be sure you are familiar with first aid services at hand and there is a mobile or landline available to call emergency services if needed.
- Elders have a room in the OI should rest or privacy be needed.
- Invitees should enquire with either the OI or the Elders to understand and meet any special dietary, health, or mobility needs.

ELDER AVAILABILITY AND DEMANDS

Due to a high level of community interest, the demands placed on Elders and Elders’ own ongoing commitments, an Elder may decline a booking request. There may also be times that an Elder and/or the OI declines a request because it falls outside the scope of the guidelines for the Elders-In-Residence Program.

FOR ADDITIONAL ASSISTANCE

If after reading and familiarizing yourself with the Elder Protocols and Guidelines, you require additional assistance or guidance as to how to find, contact and invite an Indigenous Elder to your class, event or speaking engagement and/or have questions related to Elder protocols and guidelines, please feel free to contact the OI.

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*Justice Institute of British
Columbia (JIBC) is Canada's
leading public safety
educator developing dynamic
justice and public safety
professionals through its
exceptional applied education,
training and research.*

Chilliwack Campus
Stó:lō Traditional Territory

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Maple Ridge Campus
***Katzie and Kwantlen Traditional
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Maple Ridge, BC V4R 1C9

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Okanagan Campus
***Syilx Okanagan Traditional
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TEL **250.469.6020**

Pitt Meadows Campus
***Katzie and Kwantlen Traditional
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Victoria Campus
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