

The Investigator's Guide to TESTIFYING IN NON-CRIMINAL LEGAL PROCEEDINGS

A Practical Skills Workshop

“The entire day was excellent. It was well organized, thoughtful, useful and focused. The hands-on emphasis was an excellent opportunity to practice what we were learning.”

Ruth Warner, Investigator
Barker Hutchinson & Associates Ltd.

Successful prosecutions can turn on
the testimony of the investigation.

Are you prepared?

If you are involved in regulatory enforcement or otherwise giving investigation evidence, this program is essential.

Using a real-life regulatory scenario, you will practice and learn:

- How to effectively prepare and review the evidence
- Strategies for giving evidence clearly and “surviving” the cross-examination
- How to respond to the different strategies that counsel may employ

You will get **individualized** feedback to ensure you can immediately put learned skills into practice.

Register today at:

osgoodepd.ca/testimonyworkshop

PROGRAM CHAIRS

Luisa Ritacca
Stockwoods LLP

Brennagh Smith
Crown Counsel, Prairie Region,
Department of Justice Canada

REGISTRATION DETAILS

December 3, 2024:
Online (Live)
9:00 a.m. – 4:00 p.m. ET

The Investigator's Guide to Testifying in Non-Criminal Legal Proceedings

A Practical Skills Workshop

If you're an investigator – whether inside or outside of the regulatory context – you know that testifying in Court can be a daunting experience. The stakes are often high with a lot riding on your performance.

Cases can turn on your testimony. You need to be prepared. You need to know how to respond. In this intensive *OsgoodePD* skills workshop, you'll get the knowledge and practical skills you need to fully meet this challenge.

Developed by leading practitioners and investigators, this *OsgoodePD* program has been specifically designed for those who are called to testify in any **non-criminal investigations**. Throughout the day, you will have the chance to hone your skills while being examined and cross-examined. Led by some of Canada's foremost instructors in advocacy skills training, you will get to testify and receive individualized feedback in small groups.

You'll walk away with practical tips and strategies that you can immediately put to use and an increased confidence when you are called upon to give oral evidence.

Space is **strictly limited** to ensure that each attendee receives the personal attention necessary to enhance the quality and impact of your learning experience.

Topics Include

- How to best review the evidence and prepare for court
- Practical tips for testifying including communication techniques: word choice, composure, body language, etc.
- Bad habits when testifying and how to avoid them
- Responding to various approaches by counsel when being examined or cross-examined
- How to properly use your notes when testifying
- Common questioning techniques designed to trick or fluster the witness
- How to take advantage of open-ended questions
- Communication techniques to bolster your testimony
- How to ensure you meet your ethical obligations and maintain your professional reputation when testifying

Who Should Attend

All investigators in non-criminal (including regulatory) contexts

Agenda

This is an experiential learning day that will begin with a plenary session that will provide you with the key strategies you need in order to maximize learning in the hands-on workshops. You will then spend the majority of the day in a small group, where you will have numerous opportunities to practice the techniques discussed. Rounding out the program will be a plenary debrief with all participants and facilitators reflecting on lessons learned and a summary of learned techniques.

9:00 a.m. ET

Making the Most of Your Testimony From the Beginning / Review of the Case Scenario and Instructions for the Workshop

Luisa Ritacca, Stockwoods LLP

Brennagh Smith, Crown Counsel, Prairie Region, Department of Justice Canada

You'll get a comprehensive overview of all the key steps that go into giving effective testimony.

This will provide the necessary foundation you need for the remainder of the day.

- How to best review the evidence and prepare for court
- Practical tips for testifying including communication techniques: word choice, composure, body language, etc.
- Bad habits and how to avoid them
- Responding to various approaches by counsel when being examined or cross-examined

Prior to the program, you'll receive a sample case file based on a real-life regulatory scenario and specifically designed for this program.

The Program Chairs will review the fact scenario along with the instructions for the workshop and address any questions you might have.

NOTE: *To ensure that you get the most value out of the workshop, all participants should review the materials in advance. These will be e-mailed approximately 5 – 7 business days prior to the workshop.*

10:30 a.m. ET

Testimony Skills Workshop: Small Group Practice Sessions

Facilitators:

Ryann Atkins, Stockwoods LLP

Rebecca Durcan, Steinecke Maciura LeBlanc

David Gourlay, Litigation Section, Legal Services, City of Toronto

Glynnis Hawe, Paliare Roland Rosenberg Rothstein LLP

Kelsey Ivory, WeirFoulds LLP

Bernard LeBlanc, Steinecke Maciura LeBlanc

Luisa Ritacca, Stockwoods LLP

Amanda Ross, Cooper, Sandler, Shime & Schwartzenruber LLP

Brennagh Smith, Crown Counsel, Prairie Region, Department of Justice Canada

It's now time to apply the techniques you learned in the opening session. In this hands-on workshop, you'll have a rare opportunity to hone your testimony skills in a "no-stakes" environment. This is your chance to practice and experiment with different strategies that will be invaluable when you do have to testify.

Participants will break into small groups and engage in a mock hearing. You will give evidence in direct examination and on cross-examination. The evidence will be based on the fact scenario provided prior to the program. You'll then receive individualized feedback from experienced counsel on presentation (body language and other non-verbal aspects), as well as an evaluation of how your testimony holds up and how it can be improved.

You will learn:

- How to properly use your notes
- Common questioning techniques designed to trick or fluster the witness
- How to take advantage of open-ended questions
- Communication techniques to bolster your testimony
- How to ensure you meet your ethical obligations and maintain your professional reputation when testifying

NOTE: *Two short breaks and a 60-minute lunch break will be taken during the workshop.*

4:00 p.m. ET

End of Program

Register today at:

[osgoodepd.ca/
testimonyworkshop](https://osgoodepd.ca/testimonyworkshop)

What attendees said about previous offerings of this program:

"The course was well laid out with a good combination of lecture and interaction. The opportunity to participate and receive immediate feedback was excellent. Additionally, being able to observe and hear feedback on others was very useful."

Cory Hennessey
Investigating Officer, WorkSafeBC

"It hit on areas I hadn't thought of...made me think about how I can do a better job."

Fiona Skurjat
Supervisor, Bylaw Enforcement, City of Toronto

"The facilitators were great – very knowledgeable and experienced."

Chevonne Cordle
Manager, Investigations & Hearings,
College of Audiologists and Speech-Language
Pathologists of Ontario (CASLPO)

"Very good program. Great idea to have the program lead by lawyers with varying disciplines/backgrounds."

Susan Dicks
Senior Manager, Supervisory Investigations, RBC

"I enjoyed the interaction and being in the hot seat."

Terry Van Elswyk
Supervisor, Central Public Spaces, City of Toronto

Chairs

Luisa Ritacca
Stockwoods LLP

Brennagh Smith
Crown Counsel, Prairie Region,
Department of Justice Canada

Faculty

Ryann Atkins
Stockwoods LLP

David Gourlay
Litigation Section
Legal Services
City of Toronto

Rebecca Durcan
Steinecke Maciura LeBlanc

Luisa Ritacca
Stockwoods LLP

Glynnis Hawe
Paliare Roland Rosenberg
Rothstein LLP

Amanda Ross
Cooper, Sandler, Shime &
Schwartzentruber LLP

Kelsey Ivory
WeirFoulds LLP

Bernard LeBlanc
Steinecke Maciura LeBlanc

Brennagh Smith
Crown Counsel, Prairie Region,
Department of Justice Canada

“The materials and the feedback provided during chief and cross were extremely helpful...they provided excellent feedback and also challenged us very well.”

Thurka Sinnathamby
A/Supervisor, ML&S Bylaw Enforcement East

“Facilitators were helpful, patient and knowledgeable.”

Andrea Davis
Supervisor, Bylaw Enforcement, City of Toronto

Registration Details

Fee per Delegate
\$695 + TAX

Fees include online attendance, electronic program materials and technical support. Group discounts are available. Visit www.osgoodepd.ca/group-discounts for details. Please inquire about financial assistance.

Program Changes

We will make every effort to present the program as advertised, but it may be necessary to change the date, location, speakers or content with little or no notice. In the event of program cancellation, York University's and Osgoode Hall Law School's liability is limited to reimbursement of paid fees.

Cancellations and Substitutions

Substitution of registrants is permitted at any time. If you are unable to find a substitute, a full refund is available if a cancellation request is received in writing 14 days prior to the program date. If a cancellation request is made with less than 14 days' notice, a \$75 administration fee will apply. No other refund is available.



OsgoodePD has been approved as an Accredited Provider of Professionalism Content by the LSO.

Eligible CPD Hours - LSO (ON): 5h 15m CPD (5h 15m Substantive)



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Email: osgoodepd@osgoode.yorku.ca



Phone: 416 597 9724



Mail: 1 Dundas Street West, 26th Floor, Toronto, ON, M5G 1Z3

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