

Volunteer & Board Leadership 1 Day Learning Event

Program

9:00 am **Registration, Refreshments and Meet the Presenters**

9:15 am **Chocolate Almonds, The Tooth Fairy, and Winning the Lottery: Non-Profit Revenue Generation**

Speaker: Miriam Mahnic

Ever wonder if you're doing all you can to generate funds for your non-profit organization? This session goes beyond sales, benefactors, and grants to provide a comprehensive overview of funding ideas and tools to help you to assess your organization's revenue-generation strategies. As an added bonus, we'll give you the next winning lottery numbers, too – and that's a promise!

Bio: Miriam Mahnic shares her enthusiasm, creativity and experience with those she comes in contact with as a Community Development Officer for Alberta Culture and Tourism, and as a Certified Professional Facilitator with the International Association of Facilitators. As a presenter, trainer, graphic recorder and facilitator, Miriam uses these qualities to spark people's creativity and nurture their involvement in their communities.

Miriam's 37 years of experience has been rich and varied, and has included work with many voluntary and social profit organizations. She takes a practical approach to theory and looks for common-sense ways to help to help individuals and organizations grow their capacity and resources, and to increase their accomplishments.

11:00 am **Breakout Sessions #1** – Participants chooses between sessions 1A or 1B

1A. Board Member Roles and Responsibilities – Simply Put! Part I

Speaker: Scott Vaughan

Are you a new board member of a not-for-profit organization and seeking to gain insight and understanding on key roles and responsibilities expected of a board member position? Or are you more experienced but needing a refresher on the topic area? Then this session is for you.

In this session you will become familiar with key principles and practices that you need to know and follow as a board member and then have an opportunity to apply them addressing case scenarios involving a number of not-for-profit board situations.

OR

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1B. Make Dollars Make Sense: The Essentials of Financial Responsibilities for Non-profit Organizations

Speaker: Larry Stewart

This workshop will provide a practical overview of what non-profit leaders and board members should be thinking about and doing to support a healthy finance system in their organization. We will explore the meaning of non-profit finance, get clear on what financial responsibilities matter and discuss good governance and how it relates to financial management. Mostly importantly delegates will be given the opportunity to relate topics presented to their own organization and experiences. Further resources, tips and links will be provided for delegates to explore after the workshop.

12:15 pm Lunch Provided Onsite

1:00 pm Breakout Sessions #2 – Participants chooses between sessions 2A or 2B

2A. Board Member Roles and Responsibilities – Simply Put! Part II

Speaker: Scott Vaughan

Are you a new board member of a not-for-profit organization and seeking to gain insight and understanding on key roles and responsibilities expected of a board member position? Or are you more experienced but needing a refresher on the topic area? Then this session is for you.

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OR

2B. Community Grant Applications... What to put where?

Speaker: Community Grants, Community Liaison Officer

Learn first hand about the Community Grant programs.

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3:00 pm **Breakout Sessions #2** – Participants chooses between sessions 3A or 3B

3A. Recruiting & Retaining Volunteers – Why Bother

Speaker: Board Development Program Volunteer Instructor

In today's world it is increasingly difficult to recruit and maintain a "good" board. To be effective, recruitment must be a part of an annual cycle that also involves orienting and training new board members, and evaluating (formally and informally) each individual board member as well as the board's activities. Participants will have the opportunity to identify strategies to recruit, orient and train board members. Discussion about the benefits of building a strong board will be complemented with some practical tools that boards can use.

OR

3B. Event Planning for Fundraising Success!

Speakers: Diana Tyler-Moon and Heather Nickel

Effective Fundraising starts with interesting ideas. It takes skills to implement them. Learn ideas and tools to help you plan, organize and ensure successful fundraising events.

4 pm **Closing**

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