



RED DEER Community Development

Are you involved in a non-profit organization?

Expand your skills and knowledge by taking part in these learning opportunities.

These workshops & courses are designed to meet the specific learning needs of non-profit organizations in Red Deer. They are aimed at board members, executive directors, staff, and volunteers to strengthen skills in the areas of leadership and fundraising.

Board Roles & Responsibilities

A highly effective and engaged board has clarity around roles and responsibilities. They align their work and performance with organizational values and vision. This workshop focuses on board members' key responsibilities.

WORKSHOP OBJECTIVES

- Increased clarity on the roles of board members vs. the roles of paid staff and operational volunteers
- A more engaged and effective board that is accountable to the organizational mission and vision
- More efficient board meetings
- Increased confidence to carry out your role as board member
- Ability to differentiate between operational and governance decisions

TUESDAY, SEPTEMBER 20, 2016
6PM-9PM

Bower Activity Centre
No cost | To register 403-314-5910
Max: 25 participants | Min: 10 to run

Board Recruitment & Retention

How long do volunteers usually stay with your program? Do you struggle with attracting them and with keeping them?

WORKSHOP OBJECTIVES

- Knowledge & understanding of strategies for attraction & retention
- Understanding of volunteer motivation
- Ability to craft clear job descriptions that elicit interest
- Clarity regarding the role that recognition plays in retention

SATURDAY, OCTOBER 22, 2016
12PM-3PM

Collicutt Centre, Room A
No cost | To register 403-314-5910
Max: 25 participants | Min: 10 to run

Strategic Planning

One of the most important tasks for any organization, group or community—often the most forgotten or delayed—is proper planning. Proper planning gives your organization the tools they need to be adaptive and responsive to changes.

WORKSHOP OBJECTIVES

- Reflecting on and considering factors impacting your group and its work
- Understanding and articulating mission, vision and values
- Identifying relevant and adaptive strategies to guide your work

TUESDAY, NOVEMBER 15, 2016
6:30PM-8:30PM

Dawe Centre
No cost | To register 403-314-5910
Max: 25 participants | Min: 10 to run

Fund Development for Nonprofit Groups

Fulfilling the vision and mission of your organization is largely dependent on fundraising and fiscal management of your organization. Participants will gain hand-on understanding of the fundraising process through discussions, strategy sessions and role plays.

WORKSHOP OBJECTIVES

- How to create a fund development plan
- Grant writing
- Fundraising events
- Seeking donations

SATURDAY, DECEMBER 3, 2016
9AM – 12PM

Culture Services Centre
No cost | To register 403-314-5910
Max: 25 participants | Min: 10 to run

LEARNING OPPORTUNITIES FROM VOLUNTEER CENTRAL

Piper Creek Foundation
#301, 4719 – 48th Ave
To register volunteercentral.ca
or call 403-346-3710

Volunteer Management Foundations

This 2-day, interactive workshop provides an overview of the volunteer management cycle, from inception, to maintenance, and to execution. This workshop will provide tangible tools to help you develop your skills to build a sustainable volunteer program.

**MONDAY, SEPTEMBER 26 –
TUESDAY, SEPTEMBER 27**
9:00AM – 3:00PM

Event Planning

Events are critical to the success of many non-profit organizations. Whether it's a fundraiser, volunteer appreciation, bottle drive, or information session... it's an event! Volunteer managers, need to be able to create successful, relevant events that achieve the goals and objectives of the organization.

MONDAY, OCTOBER 3, 2016
9:00AM – 3:00PM

Risk Management

The purpose of a Risk Management Plan is to protect your organization, staff, volunteers, and clients. The more you can make risk management a part of your organization's culture, the more it puts your organization, rather than the potential risks, in charge.

MONDAY, OCTOBER 24, 2016
9:00AM – 3:00PM

Orientation Training Supervision

Whether the role of a volunteer is basic or more complex, the same level of orientation, training and supervision must be provided in order to help your volunteers perform their tasks to the best of their ability.

MONDAY, NOVEMBER 21, 2016
9:00AM – 3:00PM

