

AUSTRALIAN INSTITUTE  
of COMPANY DIRECTORS

# Establish governance best practice

*Governance Foundations  
for Not-for-Profit Directors*



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## What is Governance Foundations for Not-for-Profit Directors?

Delivered by company directors with not-for-profit experience, the program is designed to benefit current or future directors of not-for-profit organisations.

Governance Foundations for Not-for-Profit Directors establishes a foundation for the success of your directorship, board and organisation through increasing awareness of the not-for-profit director's fundamental duties as they relate to governance, finance, strategy and risk.

Governance Foundations for Not-for-Profit Directors consists of three courses:

- Duties and Responsibilities of the Not-for-Profit Director
- Strategy and Risk for the Not-for-Profit Director
- Finance for the Not-for-Profit Director

## How can it help you, your board and your organisation?

Upon completion of the program participants will be able to:

- Identify key responsibilities of directors in the not-for-profit sector
- Recognise the potential personal liability of directors and council members
- Understand governance structures as they apply in the not-for-profit sector
- Contrast the roles of directors in the not-for-profit / for-profit sectors
- Understand the role of directors in strategy formulation and risk management
- Discuss how directors in the not-for-profit sector can link the financial statements to understand the 'financial story' and health of the organisation

## How is the program delivered?

The program is held over 1.5 days, with three face-to-face sessions of 3.5 hours each. A further half-day is allocated for completing the e-Learning course and webinar. Group size is restricted to 25 people; this allows an adaptable learning environment that can incorporate the benefits of group work and individual discussion with the facilitator.

To support the learning participants also receive a recording of The Role of the Not-for-Profit Director webinar and access to the Interpreting Financial Statements e-Learning course.

## What to expect from Governance Foundations for Not-for-Profit Directors?

Governance Foundations for Not-for-Profit Directors will cover:

### 1. Duties and Responsibilities of the Not-for-Profit Director

- Your role as a not-for-profit director
- Duties and responsibilities
- Governance structures

### 2. Strategy and Risk for the Not-for-Profit Director

- Overview of the director's role in formulating and overseeing strategy
- Links between strategy and risk management, risk culture and effective leadership
- Analysis of board issues relating to fundraising and sponsorship

### 3. Finance for the Not-for-Profit Director

- Overview of the director's financial role
- Overview of the financial statements
- Reports required by funders, government agencies and regulators