



Presents

A series of Governance seminars

This series will cover the 6 topics of the “It’s Your Business” manual developed recently by DADHC. It’s a chance for Board members to meet with others and discuss issues, strategies, solutions and challenges they may have had. Board members and Managers welcome to attend. Each session is a topic on its own, so you can attend 1, 2 or all 3. The most benefit will be gained by attending 3.

The 3 seminars for this period are:

Mon 8 th February	Corporate Governance	What is corporate governance? Director’s responsibility Know your business Being an effective Board The Board and the Manager Organising and Conducting meetings
Thursday 29 th April	Legal Issues	Decision making Contracts Insurance Other issues
Monday 28 th June	Strategic Business Planning	Intro to strategic planning The Planning process Developing the plan Finalising and documenting the plan Monitoring and evaluation

All courses run from 6:30 – 8:30pm at the training room for St George Community Services, 72 Carwar Ave, Carss Park. A light supper will be served from 6pm for those needing refreshments. Please advise if you will be using this facility when booking. Each session is FREE for volunteers (including Board members), \$20 for HACC staff, \$30 for non-HACC staff.

For further information or booking call the Training Link team on 8558 4000 or **Email: vollink@stgcs.com.au**

Please make cheques payable to St George Community Services. Payment 7 days prior to course dates are required.

Training Link is part of St George Community Services Inc and a project funded by the Department of Ageing, Disability and Home Care to provide workplace training and career development to HACC services staff in the St George and Sutherland Shire region.