



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:

Thursday 22 nd July	Financial Management	Director’s responsibility Reading and understanding financial statements Taxation issues Costs and cost behaviour Setting financial directions Monitoring financial performance
Monday 18 th October	Strategic Human Resources	An introduction to strategic human resources Human resources management legal issues Human resources planning Recruiting and selecting staff Personnel management Developing human resource capability Workplace Environment
Thursday 11 th November	Risk Management	About risk management The risk management process

All courses run from 6:30pm – 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 is required.

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