



**Provincial Gathering for Non-profit and Voluntary Sector  
Organizations November 4 and 5  
Holiday Inn Harbourview, Dartmouth, NS**

**Overview of Workshops**

**GOVERNANCE AND ACCOUNTIBILITY FOR BOARDS:**

This interactive board governance session will provide an exchange of information, tools and resources to animate board meetings, and engage board members in the excitement of achieving your organizational mission. It will provide vital insight to the roles and responsibilities of Boards and senior staff in organizations.

- The Board's unique role
- Governance styles and structures
- Board's role in Planning
- Policies vs. Bylaws
- Board and staff relations
- Succession Planning

**Veronica McNeil** is the Executive Director of the Federation of Community Organizations. Veronica McNeil brings over twenty years experience to the field of Board Governance, including teaching Board Governance and Accountability as part of the Non-Profit Sector Leadership Program at Dalhousie University (1996-2006) and creating customized governance workshops for NGO's across Nova Scotia since 1998. Veronica has held both paid and volunteer positions in the voluntary sector for over twenty-five years and is currently the Executive Director of the Federation of Community Organizations.

**RECRUITING, MOTIVATING AND RETAINING VOLUNTEERS**

When not-for-profit volunteer organizations are asked what their challenges are, the first or second response is always finding and keeping volunteers. Through this workshop we will explore some of the current trends in volunteering, several different approaches to recruitment and review many examples of what has really worked and not worked for other. We will discuss how to successfully train and prepare volunteers for their specific duties within the organization. Finally we will look at what motivates a volunteer to continue working with an organization, how we can recognize their efforts and keep them (& their friends) coming back for more. If finding and keeping volunteers is one of your biggest challenges we can help with new ideas and suggestions that will get your recruitment efforts back on track and on the way to success.

**Max Chauvin** is a Master Trainer with the National Skill Program and for over 12 years has been helping volunteer based groups improve their volunteer management practices. The synergy and excitement that comes from a dynamic and passionate volunteer team can not be equalled. We have all worked with a group of volunteers that feels alive, where you can almost see the energy flowing through the people and the organization. These groups are exciting, productive and make a dramatic difference in their community. Through his workshops Max shares proven practical suggestions, shared from a variety of situations, organizations and sources, to help groups large and small, find that volunteer magic. From recruitment to training to retention Max has challenged boards, staff and volunteers alike to raise their standards, try new things and create exhilarating and rewarding experiences for everyone. Max has had the opportunity to work with such organizations as the Canadian Cancer Society, Recreation Nova Scotia, Association of Nova Scotia Museums, Girl Guides of Canada, Snowmobilers Association of Nova Scotia, various community health boards and many municipal recreation departments.

## **INTRODUCTION TO RISK MANAGEMENT FOR NONPROFITS AND**

This is a general workshop for all charities and nonprofits, regardless of mission. Each participant receives a resource package. The following topics are covered:

- Risk is normal – Losing Sleep is not
- How to motivate your board, Staff
- &Volunteers to manage Risk
- Key Legal concepts
- Boundary form: A Powerful Tool
- Free Experts: Using your People
- Creating A culture of Candour
- 3 Risks often Neglected
- 4 Things I'd Need Before I joined your board
- Creating a 90 Day Task Force
- How to Map & Find Key risks
- 4 Filters To Put Each risk Through

**Dr. Norm O'Reilly** is an associate professor specializing in sport business at the University of Ottawa. He teaches courses related to management, finance, and marketing. Dr. O'Reilly teaches in both official languages. Dr. O'Reilly has previously taught in the College of Human Ecology at Syracuse University, the Graduate School of Business at Stanford University, the Faculty of Management at Laurentian University, and the Ted Rogers School of Management at Ryerson University. Dr. O'Reilly is an active researcher and engaged member of the Canadian not-for-profit sport community. Dr. O'Reilly holds a PhD in Management from the Sprott School of Business at Carleton University, an MBA from the Telfer School of Management at the University of Ottawa, an MA in Sports Administration from the University of Ottawa, and a B.Sc. (Kinesiology) from the University of Waterloo. Dr. O'Reilly also holds the CGA Accounting Designation.

Prior to joining academia, Dr. O'Reilly had involvement as a practitioner, including work in the not-for-profit sector as Senior Policy Officer at Heritage Canada, Team Manager & Office Manager at Triathlon Canada, and Event Manager for the 2008 Toronto Olympic Bid. He has been a member of the 2004, 2008 and 2010 Mission Staff for the Canadian Olympic Committee at the Olympic Games. Dr. O'Reilly has also sat on the Boards of the Canadian Olympic Committee, Triathlon Canada and Diving Canada

### **SOCIAL FINANCING:**

Charities and nonprofits are looking for new ways to finance and provide services because of changes in the current funding environment. This is particularly the case when an organization needs financing for something that isn't directly tied to a project or is for development purposes. Using case studies from charities and nonprofits, participants will have the chance to discuss practical examples of how organizations have dealt with these challenges. The session will provide participants the opportunity to share their successes, provide feedback and learn about some options that exist and are being developed to help expand financing available for charities and nonprofits in Canada.

**Nora Sobolov**, who is currently working to develop a loan and investment fund for charities and nonprofits: the Community Forward Fund, will present this session. As a senior manager and CEO, Ms. Sobolov has experienced firsthand the needs, challenges and opportunities of charitable and nonprofit sector financing and has led several organizations through financial restructuring and strategic plans for growth. As a Vice-President and CEO with the credit union and cooperative system and in the private sector she has developed and structured several unique funding opportunities for charities and nonprofits, including collaborative work among foundations, the private and charitable sectors. Most recently, as President and CEO of the Canadian Lung Association, she led 500 participants in the development of a national strategy and action plan on Lung Health, which received millions of dollars of investment from government, private sector and nonprofit sources.