

## Aboriginal Cultural Awareness



Gain a practical and insightful understanding of Aboriginal culture through our Aboriginal Cultural Awareness Training.

Learn about • Important milestones in recent Aboriginal history • The impact of legislation and government policies on Aboriginal people • Cultural changes and achievements • Racism – what does it look like? • An introduction to Aboriginal cultural protocols • An understanding of Aboriginal sensitivities in the workplace • Overcoming communication challenges and dispelling myths You'll also have the opportunity to ask questions.

## Becoming an effective leader



A true leader has the ability to inspire and gain respect of people. They are able to motivate others to achieve great outcomes and feel appreciated.

We'll discuss practical ways to inspire staff and improve workplace morale as well as a number of simple ways to make meetings and working groups more constructive.

## Fabulous Finance



This session will provide board members with the skills to read financial reports, assist with budgeting, and ensure key risk and fraud prevention policies are in place.

At the end of the training you will:

- Develop skills in reading financial statements
- Understand key financial ratios
- Be able to develop budgets
- Understand and reduce financial risk & fraud.

## Get on Board - How to build and motivate Boards and Committees of Management



What a board does is governance; what staff do is management. Therefore effective functioning of a not-for-profit organisation requires the commitment of both the board and staff members to work together in partnership.

The board is a collection of individuals that form the 'leadership group' of an organisation. It is critical all Board members understand what their role is, and associated responsibilities ensuring that as a collective they are able to make decisions for the organisation.

## Good Governance



This training provides a great foundation for understanding a board's role and responsibilities.

At the end of the training you will:

- Understand your legal and financial responsibilities
- Learn about your role on the board in your organisation
- Explore areas of conflict
- Develop skills in creating a more effective and efficient board.

## Mental Health First Aid



This accredited course runs for 12 hours and can be facilitated in a range of flexible options to suit your organisation.

This workshop enables the participant to assist a person with a mental illness prior to professional help and is suitable for frontline workers, volunteers, managers, receptionist and administration staff.

# ON DEMAND TRAINING OPTIONS

## Positioning organisations for new environments (PONE)



PONE provides sector specific training to support organisations (including their board, management team and workers) to find clarity and confidence in negotiating NDIS, CDC and aged care reforms. The PONE program was developed by Macarthur Disability Services in partnership with Integrated Living, Mid Coast Communities and Ethnic Communities Council of NSW and is tailored to provide training packages for CALD, Aboriginal, and mainstream organisations and clients. Each package offers training modules in • Strategic Planning • Organisational Culture • Corporate Governance • Service Delivery and Person Centred Organisations • Viability and Sustainability. Training modules can be delivered as one 3 hour workshop focussing on one of the above training modules, or combined to deliver half, full day and 2 day training packages. Cost will vary, depending on number of training modules and locality, please contact us for a quote.

## Same but Different



With increasing demand for community services, organisation's must rethink funding and financial strategies. This is critical across the community services sector whilst government funding remains relatively static. It is time for us to consider a future where public investment is complemented by a diverse range of income sources.

## Strategic Planning



A strategic planning session will assist your governance team to review the purpose and mission of your organisation, explore the current context in which the organisation is operating, plan for long term sustainability and set achievable goals.

Our experienced facilitators will inspire your leadership team to come up with focussed and practical solutions.

## Volunteer Training Package



This in-house training is tailored to volunteers working within the aged and community services sector. Our experienced trainer will provide volunteers with both a legislative and practical understanding of • Confidentiality and Privacy • Boundaries and Ethical Framework • Safe Home Visiting • Person Centred Approach; and • Preventing Elder Abuse. Training can be delivered as one 1.5 hour workshop focussing on one of the above training modules, or combined to deliver half, full day and 2 day training packages. Groups are limited to 15 people to enable in depth discussion of case studies and detailed Q & A between volunteers and the trainer. Cost will vary, depending on number of training modules and locality, please contact us for a quote.

## SOMETHING ELSE?

If your organisation needs some training that isn't listed here please feel free to contact us to discuss your needs. Our staff members are highly qualified with years of experience working in community services, teaching and designing training packages. We can cover a wide range of topics including aged care, disabilities, children & families, strategic direction, marketing, submission writing, Aboriginal cultural preparedness, recruitment practices and many more.

We can also arrange for guest speakers and presenters in our training room or yours. Members of Community Industry Group are eligible for significant discounts on most training courses.