



## Nonprofit Essentials Workshops

Nonprofit Essentials is a series of seven workshops that address the core aspects of operating a nonprofit organization. The program is designed to offer a foundational knowledge base for emerging nonprofit organizations, professionals who are new to nonprofits, or those who are transitioning to a new role. Each of the Nonprofit Essentials workshops can be taken independently or as a series.

**NOTE:** Nonprofit Solutions Member organizations can attend any or all of the Nonprofit Essentials workshops for **FREE**. Check out our membership page for more information.

### Workshop Topics

#### **Governance**

An overview of the role and responsibility of the board of directors in a nonprofit organization. Topics include the differences between governance and management, legal obligations of board members, and best practices.

#### **Strategic Planning & Evaluation**

This session explores the importance of the mission in 501c3 organizations and presents Appreciative Inquiry as a strengths-based approach to strategic planning and other planning tools and methods of measuring output, outcome, and impact.

#### **Finance**

An introduction to financial management essentials in nonprofit organizations. Nonprofit accounting vocabulary and structures; budgets; internal controls and oversight.

#### **Human Resources**

An introduction to human resources. Topics include compliance with employment laws, tactical efficiency and strategic decision-making in human resource management.

#### **Communications**

An introduction to marketing, branding, and public relations for nonprofit organizations.

#### **Fundraising**

An examination of the basic essentials of finding and cultivating the financial resources that support sustainability and mission achievement.

#### **Advocacy**

An overview of the role of advocacy in nonprofit organizations. Topics include the different forms of advocacy, the rules regarding grassroots lobbying, and the importance of cultivating relationships with elected officials and others.

#### **Who Should Attend**

Ideal for new or emerging nonprofit organizations, professionals new to the nonprofit sector, professionals transitioning to a new role, or those looking for a fundamental overview of these topics.