



Executive Director Confab



***"The manual you've always wanted, the guidance you've always needed,
the tools to help you with work-life balance."***

We are excited to be partnering with Incite! Consulting to bring this professional development opportunity to you. The training is ideal for new nonprofit executive directors and those who have been on the job for awhile but still needing support (due to no orientation, lack of job structure, strained relationship with board/board chair). We are limiting registration to 25 participants.

There will be five, two-hour virtual sessions and an in-person capstone session.

Self-care and time management

April 27 - 11:00 a.m. to 1:00 p.m.

Success as a nonprofit leader starts with you. How you spend your time, whom you spend your time with, strategically managing your calendar, prioritizing critical work. We'll work together to craft a schedule that works for you to accomplish your best work – both at work and at home.

Staff and volunteer coaching

May 25 - 11:00 a.m. to 1:00 p.m.

Delegation as a form of leadership is the topic of discussion today. Holding effective – and energizing – team huddle. The agenda for an actionable one-on-one staff or volunteer meeting. Coaching up and coaching out. You'll leave with tools to shift the workload to everyone involved with your organization.

Board – Director relations and board development

June 22 - 11:00 a.m. to 1:00 p.m.

Hear the sounds of a tango? The board-ED dance, and developing the board, is one if not THE most important aspects of serving as a nonprofit exec. With stats that say that you'll only stay 18-24 months if this relationship sours, digging deep into your role as dance partner is critical. I'll share some "to do, and not to-do's" from my time in the field.

Fundraising and community outreach

July 27 - 11:00 a.m. to 1:00 p.m.

You're the chief rainmaker and the face of your organization! To raise money, awareness and build credibility in your community, you need to build relationships. Daily. The best way to accomplish this is by managing your calendar (there's that time management thing again) and to curate a story bank of successes.

Succession planning and systems for success

August 17 - 11:00 AM to 1:00 PM

People. We all leave. Whether that means retirement, a new opportunity, or burnout, we still need to leave the joint healthier than we found it. We'll discuss templates and planning systems that help sort out the work that must be done, and systems to create efficiencies, both while you're there and as you're transitioning. You'll also receive tools to start conversations with your board as to their succession planning, too!

Session Capstone, Saratoga, WY

September 6, 1:00 PM to September 7, 1:00 PM

We're coming together to celebrate your wins and progress made during this five-part series! During our time in Saratoga, each session participant will have a chance to share with their peers a mini case study: an area you choose to dig deep in, key learnings, and habits that you're changing or learning to become a more effective leader.



Presenter/Coach/Consultant: Kari Anderson, Principal Incite! Consulting

Kari Anderson - Nonprofit wrangler. Board border collie. Professional people herder. Some of the titles nonprofit maven Kari Anderson wears running Incite! Consulting, a boutique coaching and consulting practice. What's her niche?

Building nonprofits up. From the inside out. A Montana native, Kari is based in Coeur d'Alene, ID and Jackson, WY. She brings the office and toolkit to her client, and works with nonprofits to support people, increase revenues and rethink strategies to move missions forward.

Fee:

Wyoming Nonprofit Network member organizations: \$770 per person

Non-Members: \$870 per person

Includes:

- Five, two-hour virtual sessions
 - Attendance at in-person capstone session
 - Workbooks and action items between monthly sessions
 - One-hour of additional coaching/consulting with Incite! Consulting during 2022
 - Opportunity to present at September capstone
 - One-night lodging and three meals at Saratoga Hot Springs Resort
- All participants are required to pay total fee; we cannot exclude cost of lodging/meals.*

Capacity limited to 25 participants.

Registration deadline is March 15th.

Workforce Development Training Fund - This training may be reimbursable through the Wyoming Department of Workforce Services (WDWS) Workforce Development Training Fund. The Business Training Grant is available to established businesses operating in Wyoming for employees who would like to increase their skills or need re-training in their current positions. The Grant program is set up as a reimbursement model with funds being granted after 90 days of continued employment after the last day of training.

Applications are competitive and processed on a monthly basis by Workforce Services, so we encourage you to begin the eligibility process as soon as possible. The first date of training (April 27th) must be a minimum of 30 calendar days and no more than 110 calendar days from date of application submission. This means your submission window is now until March 28th. Before WDWS will accept an application, eligibility must be determined, and the applicant must be in good standing with Wyoming Secretary of State's Office, Unemployment Insurance, Workers' Compensation, and Wyoming at Work. Complete information may be found on the [Workforce Development Training Fund website](#). Your travel expenses, including the lodging/food costs in the registration fee, cannot be included in the grant. For a breakout of those expenses, [contact us](#).