

## OVERVIEW

Fio Partners is committed to knowledge sharing. We do that by writing and publishing and by training and teaching. While we offer a broad menu of training topics, we have focused our efforts on training nonprofit leaders - Executive Directors, Board members, and middle managers. We partner with capacity builders, such as the community foundations, statewide associations, and others, to offer unique training opportunities to nonprofit leaders. We also partner with our clients who are interested in increasing the capacity of the senior leaders and middle managers. Our robust training curriculum for middle managers focuses on three critical areas: (1) managing employee performance; (2) managing program performance; and (3) managing external stakeholders. We will also work directly with Board leadership to provide training on strategic management and Board expectations.

## PROFESSIONAL DEVELOPMENT TOPICS

### *Strategic Management:*

- Strategic Management of Nonprofit Organizations
- Managing Growth
- Introduction to Strategic Planning

### *Strategic Alliances:*

- Forging Nonprofit Alliances: An Introduction to Joint Ventures & Partnerships, Management Service Organizations, Parent Corporations, and Mergers
- Preparing Your Organization and Board for Strategic Alliance Discussions
- Creating a Management Service Organization: Opportunity for Efficiency and Cost-Saving
- Creating a Network: A Model for Success
- Negotiating Inter-Agency Relationships

### *Board Related:*

- Attracting and Retaining a Diverse Board
- Strategic Management of Nonprofit Organizations
- Introduction to Strategic Planning
- Introduction to Social Enterprise
- Managing Growth
- The Board/Executive Director Relationship
- Board Responsibilities

- Developing Board Policies
- Board Member Succession Planning
- Committee Structures
- Role of the Board in Risk Management
- Board Engagement
- CEO Evaluation and Compensation

### *Organizational Effectiveness:*

- Effective Supervision
- Leading Change
- Making the Most of Change
- Managing Your Department to Achieve Outcomes
- Orienting New Employees for Success
- Critical Conversations
- Performance Improvement: Strategies and Tools
- Planning and Leading Effective Staff Meetings
- Building Teams that Work at Work
- Team Effectiveness (based on Google Research)
- Documenting for Discipline: Progressive Discipline
- Interviewing for Hiring
- On-boarding new employees

- Creating Happiness in the Workplace: Strategies for Improving Climate
- Leadership Development as a Method for Employee Engagement
- Norm Setting: A Tool to Improve Group Dynamics
- Centered Leadership
- Personal Branding
- Dealing with Difficult People
- Boundaries in the Workplace
- Business Writing & Communication
- Stress Management
- Dealing with Ambiguity
- Succession Planning
- Project Management
- Recruiting and Orienting Volunteers
- Systems Participation: Engaging Stakeholders in Projects
- Giving and Receiving Feedback
- Emotional Intelligence in the Workplace
- Introduction to Risk Management
- Introduction to Nonprofit Information Management
- Driving Employee Performance: New Strategies for Consideration
- Introduction to Supervision (Leader, Mentor, Coach)
- Innovation in the Workplace

*Program Evaluation:*

- Outcomes Based Program Planning
- Issue in Performance Measurement
- Logic Models
- Designing Program Metrics
- Program Practice Improvement
- Consumers as Partners
- Inspiring Curiosity

*Marketing:*

- Introduction to Social Media
- Social Media Strategy Development
- Using Twitter for Social Change

*Additional Organizational Effectiveness Topics:*

- Budgeting
- Communication
- Conflict resolution
- Customer service
- Effective meetings
- Negotiation skills
- Teambuilding
- Time management

*Anne Yurasek, MBA is also Myers-Briggs certified and can include this assessment tool in any of our workshops.*