

S-GOOD Essentials**SGD3: Board and Management Dynamics**

Target Audience : Aspiring, new and current board members of nonprofit organisations
Date : Tuesday, 18 August 2020
Time : 9am – 12.15pm
Venue : This session will be conducted as a live webcast.
Cost : S\$200 (excl. GST); S\$214 (incl. GST)

This course has been pre-approved for VWOs-Charities Capability Fund (VCF) funding up to 24 March 2021. All exempt, registered charities and Institutions of a Public Character (IPCs) can apply for the VCF grant, and are required to submit the approval email from NCSS to SID via email to events@sid.org.sg. Registration is on a first-come-first-served basis, with priority to VCF-funded applicants.

CPD : 4 hours

The effectiveness of the organisation is dependent on the senior management working hand-in-hand with the board and its committees. The role of board members as governors and volunteers will be examined, alongside with the necessary policies and practices to improve communication, foster trust, and promote collaboration on strategic and operational matters between board and management.

Course Objectives

1. Differentiate the roles of board and management, and board members as governors and volunteers.
2. Analyse the practices best suited for the board in terms of strategy and operations.
3. Differentiate board and staff roles, and examine board members as volunteers and governance leads.
4. Use tools to help board control and support management.

Programme

9.00am Introduction and Housekeeping Rules

9.05am Sharing Part I

- Board and Staff Roles
- Board Members as Volunteers and Governance Leads

10.05am Break

10.15am Sharing Part II

- Control and Support of Management
- Strategies and Operations
- ED Relationship

11.00am Community Partner Case Study Discussion

11.30am Panel Session with Guest Speakers

12.00pm Recap and Completion of Poll

12.15pm End of Programme

SPEAKER**Kitson Leonard Lee**

Head, Centre for Non-Profit Leadership, NVPC

Mr Kitson Lee is Head of the Centre for Non-Profit Leadership, NVPC. He is also an Independent Director of SINHAN Holdings and an appointed Member of the Industry Advisory Council of SSTC Institute. An active grassroots volunteer, he serves on numerous community organisations. He was Secretary-General and Board Member (2013-2020) of the Asian Network for Quality; and Coordinating Secretary (2013-2014) of the World Alliance for Quality – both international nonprofit organisations. Mr Lee is a much sought-after presenter and facilitator on the topics of leadership, culture, innovation and customer experience. His corporate and consulting experience spans the public and private sectors, giving him a unique perspective of the business and operational challenges faced by organisations and their employees.

Registration

Please register online at www.sid.org.sg by **14 August 2020**.

Course Enquiries

Email : events@sid.org.sg

Tel : (+65) 6422 1188

Fax : (+65) 6422 1199

Upon successfully enrolling for the course, you are deemed to have read and accepted SID's Terms and Conditions stated overleaf.

TERMS AND CONDITIONS FOR SID COURSES/EVENTS/WEBINARS

SID's courses, events and webinars are subject to terms and conditions as set out below. The Institute reserves the right to changes these terms and conditions without notice.

COURSE/EVENT/WEBINAR REGISTRATION

A participant is successfully enrolled for the course/event/webinar once an invoice is generated. A purchase confirmation will be sent to registrants' email upon successful registration.

Registrants for classroom courses/events will receive a course notification 3 working days before the course. Webinar registrants will receive information on how to log in to the webinar 2 working days before the webinar.

NO CANCELLATION

There will be strictly no cancellation once the participant is successfully enrolled for the course/event/webinar.

NO-SHOW

There will be strictly no refund of fees for no-show.

REQUEST FOR REPLACEMENT OR DEFERMENT

(a) SID Core Courses (applicable to Fundamentals; Essentials; Advanced)

Where a participant cannot attend a course, he/she may request to send a replacement or defer the course subject to the following conditions:

1. Replacement of a participant is subject to at least 5 working days prior notice in writing. In the case whereby a SID member participant is replaced by a non-member, a top-up fee will be levied. No refund will be made if a non-member participant is replaced by a member.
2. Participants who need to defer a registered course to a later date may update SID via email (events@sid.org.sg). Deferment is only allowed for half-day and full-day core courses run by SID. Request for deferment is free of charge if it is made at least 10 working days prior to the registered course date. A deferment fee will be charged if less than 10 working days' notice is given. Deferment fees are \$50 for half-day and \$100 for full-day courses. We allow up to **two** deferments per course, after which participants are required to make a new registration for the course.

(b) SID forums (applicable to Updates; Focus)

Replacement of a participant is subject to at least 5 working days prior notice in writing. In the case whereby a SID member participant is replaced by a non-member, a top-up fee will be levied. No refund will be made if a non-member participant is replaced by a member.

CANCELLATION OF COURSE/EVENT/WEBINAR BY SID

SID will exercise all possible care to run the confirmed courses as scheduled. However, in the event of unforeseen circumstances or low enrolment, SID reserves the right to cancel or defer the course/event/webinar, and/or to change venue, mode of delivery, speaker, course date and fees. SID will make all reasonable effort to notify participants of changes, should this happen.

If SID cancels a course, a full refund will be made to registrants.

CPD HOURS

CPD hours/attendance letter is subject to the participant arriving no later than 30 minutes after the programme starts and leaving no earlier than 30 minutes before the programme ends, and submitting the module Assessment Form at the end of the event.

PAYMENT POLICY AND OPTIONS

Course/Event/webinar fees are due upon registration, and payment should reach SID at least 7 working days before the course date. SID reserves the right to refuse admission if payment is not received in full before a course/event/webinar.

1. Online Payment
Log in to your account at www.sid.org.sg
Select invoice to pay at "My Open Invoices"
2. Cheque Payment
Payable to: Singapore Institute of Directors (please quote invoice number behind cheque)
Mail to: 168 Robinson Road, #11-03, Capital Tower, Singapore 068912
Attention to: Finance Department
3. Telegraphic Transfer
Bank Name: DBS Bank Limited
Branch: Raffles Place Branch
Bank Code: 7171
Beneficiary Name: Singapore Institute of Directors
Account Number: 048-016620-2
Swift Code: dbsssgsg
Reference: Please quote invoice number
(Note: All bank charges are to be borne by applicant)