



**Institute for Nonprofit
Leadership & Management**

Fall 2009 Certificate Course Schedule

Constituency Relationship Management

The process of advancing the organization in many spheres through a planned, coordinated program of communications, events and activities that enhances the image, increases public awareness and acceptance, and gains friends and resources for the organization while increasing its influence and value to the community. 1 session.

FA N2428 OA Wed 9/23 \$50
MDTN 9am-12pm LIB 221 Wade, T.

Event Marketing for Nonprofits

Participants learn how to get the media attention their events require and accurately target prospective "customers". This course will address the marketability within events through sponsoring partnerships with the business community. 1 session.

FA N2441 OA Wed 9/30 \$50
MDTN 9am-12pm LIB 221 Ridings, M.

Coaching as a Powerful Model of Management, Mentoring and Leadership

This course will familiarize executives and leaders how implementing a coaching style can have quick and effective results within an organization to: Promote innovations and accelerate results; Effectively develop and retain valuable organizational members; Improve organizational communications and team effectiveness, and; Deepen commitment to personal, professional, and organizational goals. 1 session.

FA N2449 OA Wed 10/7 \$50
MDTN 9am-12pm LIB 221 Spieler, P.

Capital Campaigning

Learn the components of Capital Campaign planning and implementation. Topics covered include feasibility studies through campaign strategy, planning, volunteer leadership and major gift solicitation. Also learn about campaign strategies including the role of the campaign leadership team, volunteer monitoring and post-campaign analysis. 1 session.

FA N2445 OA Wed 10/14 \$50
MDTN 9am-12pm LIB 221 Wade, T.

Fundamentals of Grant Writing

This course presents an overview of the core elements necessary to successfully construct a grant application for nonprofits. It will cover how to determine the appropriateness of a grant relative to your organization and tips to effectively research and locate grants. 1 session.

FA N2440 OA Wed 10/21 \$50
MDTN 9am-12pm LIB 221 D'Ambrosio, J., Mannix, K.

Gearing Up For Strategic Planning

This course examines what you need to know to successfully engage in strategic planning. You will learn how to assess your organization's readiness to plan, as well as the key elements of a strategic plan, including the role of vision, mission, goals, objectives, and action steps in successful planning. 1 session.

FA N2438 OA Wed 10/28 \$50
MDTN 9am-12pm LIB 221 Chekclick, J.

Effective Leadership for Nonprofit Organizations

Learn principles of effective leadership required in today's nonprofit sector, as well as learn about the importance of having an organizational mission. You will also explore short- and long-term planning techniques. 1 session.

FA N2432 OA Wed 10/28 \$50
MDTN 3-6pm LIB 221 Grady, D.

Roles and Legal Responsibilities of Nonprofit Boards

This workshop examines the reporting requirements, laws and regulations that govern nonprofit boards as well as highlighting the Sarbanes-Oxley legislation. The functions and contributions of successful boards are examined including the distinction between the role of the executive and the role of the board. This four-hour program counts as two courses. 1 session.

FA N2430 OA Wed 11/4 \$70
MTGY 5-9pm CHAMBER D'Ambrosio, J., Heller, G.

Endowment Building and Planned Giving

Learn about endowments, their benefits to organizations and donors, and how endowment building and planned giving work together. You will also learn about assessing an organization's readiness for endowment building and developing a case for support. 1 session.

FA N2473 OA Wed 12/2 \$50
MDTN 9am-12pm LIB 221 VanHouten, K.

Nonprofit Accounting Basics

This course addresses current issues posed by the IRS that impact exempt organizations. It covers the accounting responsibilities and requirements that tax-exempt groups must abide by. The course presents the necessary information that nonprofit organizations need to disclose in required filings and reports. 1 session.

FA N2442 OA Wed 12/9 \$50
MDTN 9am-12pm LIB 221 Weddell, T.

To register or for more information:

Phone:
845-341-4890

Online:
www.sunyorange.edu/nonprofit



Dan Grady,
President and
CEO, Hospice of
Orange and
Sullivan Counties

“The Institute for Nonprofit Leadership and Management offers local nonprofit organizations the opportunity to participate in events that are equal to State and National conferences without having to leave the area.”

Continuing and Professional Education

Orange County Community College
State University of New York

www.sunyorange.edu