



QAPPD Annual Board Orientation Workshop

Wednesday, October 26th 2022 / 7:00 – 9:00pm

***The Role of the Board of Directors: Functions & Responsibilities
Governing during a Crisis***



***Workshop design, facilitation and materials by
Madalena Coutinho – Certified Professional Facilitator***

This workshop prepares parent volunteers to be ready to jump into their new or recurring role as an effective and contributing member of the Board of Directors. It examines the process of how to ensure that they know their responsibilities, are prepared to act on them, and work collaboratively with you to help accomplish the organization's goals.

Pursuant to the basic do's and don'ts of being a volunteer Board member, this year's workshop will help guide members to govern during a crisis – virtually, proactively and within the stricter rules and regulations of a myriad of government bodies.

The following key learning outcomes covered are:

- The role and functions of the Board
- The Board structure and process
- Board/staff relations
- Executive Director evaluation responsibility
- Confidentiality, conflict of interest and the code of ethical conduct
- Effective virtual board meetings and effective board members
- Why boards micro-manage and how to get them to stop
- Effective decision-making processes
- Ensuring successful meetings

And much more!

Join Zoom Meeting

<https://us06web.zoom.us/j/89967990400?pwd=THNCQncxR3JObzBRK2xqOVhXdHNsUT09&from=addon>

Meeting ID: 899 6799 0400

Name of CPE _____

Amount of Participants: _____ x \$30.00 pp = \$ _____

Please RSVP by remitting this completed form to
Hallie Moyse at hm.cpeshalom@gmail.com before Friday, October 21, 2022
Non-refundable if paid or received after October 21, 2022

Payment should be sent to CPE Dorval 865 Lakeshore Dr. Dorval, Qc. H9S 2C7