

Managing Capacity: A Balancing Act

Thursday, August 4th, 2011
12:00pm - 1:00pm

PRESENTED BY



FACILITATOR

Karen Stang

LOCATION

Volunteer Manitoba
Training Room
Room #207, 5 Donald St. S.
Winnipeg, MB

FEE

\$10
Pre-Registration Mandatory
Participants are welcome to
eat their own lunch during the
presentation

REGISTRATION

www.volunteermanitoba.ca
Fax: 204.284.5200
Toll Free: 866.419.2606
Email:
delores.jansen@volunteermanitoba.ca

Cancellation Policy:

Notice of cancellation must be
received 7 days prior to the event.
Any cancellations after this date
will be subject to the full fee.

Volunteer Manitoba funders:



Does your organization have enough capacity to say yes to the next opportunity that comes its way? This brown bag workshop is an opportunity for senior managers and Board Members to step back from the day to day to explore ways to position their organization for growth. Practical strategies to stabilize organizations which are feeling the stress of growth or cutbacks will be discussed, including tips on how to:

- review your staff structure and look for opportunities to free up time for managers to grow the organization.
- review service delivery requirements and look for opportunities to resolve space constraints or provide room for growth.
- revamp your accounting system to better understand program costs and streamline reporting to the Board and Funders.

Karen Stang, a Certified Management Accountant, has provided strategic management and accounting support to non-profit organizations for over 15 years.

Who Should Attend?

Senior Managers, Board
Members, Program
Managers, Project
Managers, Staff Members,
Bookkeepers, Accountants

Agenda:

11:45	Registration
12:00 - 12:45	Presentation
12:45 - 1:00	Q and A

Name

Organization

Position

Email (IMPORTANT)

Address

City

Postal Code

Phone

Fax