



Greetings,
Booshoo,
Tansi,
Bonjour!

Addressing Conflict of Interest

Overview

Conflict of interest is a highly complex area that can easily be brushed aside, but if ignored, it may lead to compromised decision-making. Increased regulation and public scrutiny are making organizations realize that they need to pay more attention to internal ethical decisions.

After having completed this course you will have acquired a practical understanding of the knowledge and skills required to proactively address conflicts of interest situations. This highly participatory course provides you with step - by - step techniques, tools and templates to address conflicts of interest within not for profit organizations.

Leave this session with an action plan to strengthen your organizations processes to address conflicts of interest. By attending this session you will also receive details to complete a free basic conflict of interest assessment for your organization.

Learning Outcomes and Objectives

After Taking This Course You Will Have The Knowledge, Skill And Ability To:

- Understand what a conflict of interest is
- Understand why it is important to be proactive when it comes to conflict of interest
- Essential elements of effective conflict of interest policy and guidelines
- Determine if a situation if a potential for conflict of interest exists.
- Methods to define conflict of interest within your organization
- The role of codes of conduct

Topics

What is a Conflict of Interest Situation

Why is Addressing a Conflict of Interest Important

Defining Conflict of Interest for Your Organization

Types of Conflict of Interest

Methods to Define Conflict Of Interest within Your Organization

Essential Elements of Effective Conflict Of Interest Guidelines

The Role of Codes of Conduct

Conflict Of Interest Tools

Strategies to Implement a Conflict Of Interest Policy

Case Studies

The Board Member's Toolkit

Techniques

Conflict of Interest Dialogue

Tools

Determining and Declaring a Conflict of Interest

Templates

Conflict of Interest Policy

Who Should Take This Workshop

This three hour session is designed for anyone who volunteers on a not for profit Board of Directors such as new and veteran Board Executive, board member, committee members or works with a not for profit Board of Directors such as Executive Directors, management team members.

Learning Facilitator

Helen Wythe is a Certified Professional Facilitator (CPF) designation through the International Association of Facilitators and a Certified Technology of Participation Facilitator (CTF) through ICA Associates. She is also a Certified One Smart World trainer and facilitator. Helen is qualified both through academic recognition and 'real world' experience.

What's Included

- Guaranteed Small Interactive Sessions
- Specialized Manual with detailed agendas, checklists, techniques, templates, and practical examples valued at \$50.00.
- A Personal Action Plan
- Spring Forward - We encourage you to implement your learning by providing a 15 and 30 day check-in to confirm your progress.
- One of Coaching Support
- Suggested Reading List
- Personalized Certificate of Completion
- We reinforce your learning by sending you Hints from Helen, a monthly refresher on various facilitation techniques.
- Snacks and Refreshments.

Length

This is a three hour session with 1 scheduled 15 minute nourishment break.

Course Registration Detail

- Your registration will be confirmed once payment is received.
- Participant course cancellation fee: \$50 per course.
- Participant rescheduling fee is \$25 [for each occurrence].
- Course fee is not refundable if Participant cancels within two weeks of the course.
- Participant substitutions may be made at anytime by calling or e-mailing our office.
- A confirmation letter will be mailed to you indicating workshop location, time, plus tips on how to get the most from your professional development workshop.

- Ask about our special rates – for multi-participation in one course, or several courses.

We reserve the right to reschedule our workshops due to low registrations.

** Your fees will be reimbursed or registration rescheduled at no charge to you.**