

NARC&DC TRAINING 2008

Training classes are now available free of charge for state and regional association meetings from the National Association of Resource Conservation and Development Councils. Our training programs listed below are funded through a cooperative agreement with the NRCS:

Area Planning: Putting together the pieces- Securing your \$'s PART 1

Planning and implementation are the central functions of an RC&D Council. This material will provide information to the council members and staff on the process which enables the integration of local RC&D Goals with new National Goals and Priorities to ensure your council maintains its' funding. Minimum one hour

Area Plan Part II: Making SMART Decisions. RC&D area plans are now required to have SMART goals (Specific, Measureable, Attainable, Results Oriented and Timely). This program will help you to understand the process of creating smart goals and to have the ability to produce them easily. Minimum one hour

Director's Training: The Who What When (new edition)

You, the volunteer Board Member, are the heart and head of the RC&D organization. As a Board Member, you have the right to be informed and trained to help carry out your personal and corporate responsibilities in your RC&D governing body. This session will help to provide guidance and information **on the RC&D program and non-profit management** for both the new and the experienced Board Member. Minimum one hour

Circle of Diamonds: Standards of Excellence

Membership in NARC&DC's Circle of Diamonds shows the honesty, integrity and strong commitment of Councils to the RC&D mission, and to public accountability. This brief presentation will discuss the program and simplicity of the application process. Minimum 25 minutes

Two Cents Worth: Fiduciary Responsibilities of a Board for Project Planning and Administration

While planning and administering your projects you need to consider your fiduciary oversight, which includes program, financial, legal and organizational responsibilities. Spend time in this session understanding basic terminology and best practices. Minimum one hour.

Two Cents Sense: Have It or Lose It

Spend time in this session discussing legal expectations **for projects and grants**, risk management, pass throughs and ways to avoid trouble. Minimum one hour

Achieving a Sense of Community: Outreach to Volunteers

This program will help your council address the issue of recruiting volunteers from all populations within your RC&D Area. If you are in need of volunteers or just new ways to look at your community and its population, this program will help to address the issues. Minimum one hour.

Sustainable RC&D Councils Part 1: Survival Tactics

Making your RC&D Council a sustainable and viable vehicle for the future of your community takes knowledge. This class will look at the different ways that a council can increase its sustainability; including basic fundraising tactics. Minimum 90 minutes.

Sustainable Councils Part 2: External Communications: Use It or Lose It

How is your RC&D Council perceived? Are your publications read and valued? How easy is it to navigate your website? Do you take exciting photos? This session will discuss strategies to

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identify your key messages and ways to present them to your public. Minimum one hour for basic class—3 hours for workshop.

Sustainable Councils Part 3: Contract Basics: Know Your Rights and Risks

Class title says it all. This is the basic information class on contracts. Minimum one hour

Sustainable Councils Part 4: Hiring 101: The Rules Have Changed

This program will help to bring awareness of the new rules that you will need as you grow and begin to hire or add to your workforce. Looking to hire employees, this class is designed for you. Minimum one hour

Working with Tribes: First Step

A first step in working with a different culture is to recognize and accept differences in cultures. This program will begin to help RC&D Councils to understand the forces affecting each person and organizations represented within the many tribes in our Nation. Minimum one hour

For Further Information, please contact:

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