

CITIZEN BOARDS

Techniques, Materials and Training
for
Board and Staff Members
of Voluntary/Non-profit
Organizations

COSTS:

In providing services in the community, the Edmonton Social Planning Council operates in a non-profit capacity. It is financed by the United Way and other grants, project funding and fees.

When a fee is to be charged to a citizen group or organization, calculations are based on actual costs and the financial position of the client.

A UNITED WAY AGENCY

Edmonton Social Planning Council
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November 1978

The Edmonton Social Planning Council

provides support services to complement the voluntary efforts of citizens in community planning and decision making. We direct our services to volunteer citizen groups and to organizations working with and on behalf of citizens to focus on community objectives and ways of achieving them. We will not make decisions for a community, but will give citizens in that community information, ideas, techniques and support that will enable them to make the best decisions themselves.

CITIZEN BOARDS

Consultation, Materials and Training Workshops are available in the following areas:

PLANNING AND EVALUATION

- Yardstick for measuring the organization
- Purpose, goals, strategies
- Planning Cycle
- Evaluation techniques
- Planning Calendar

ORGANIZATIONAL STRUCTURE

- what type of Board do you have?
- legal responsibilities
- use and abuse of committees
- delegation of authority

RESOURCE DEVELOPMENT

- identifying skills among membership
- identifying resources needed to carry out the goals
- nomination of new members
- orientation of new members
- training opportunities for Board and staff

BOARD/STAFF RELATIONSHIPS

- Teamwork, partnerships
- clarifying roles and responsibilities

THE ORGANIZATION AT WORK

- agenda planning
- getting acquainted
- decision-making
- leadership

- volunteers who have a good experience on a Board will develop skills and commitment which will carry over into their broader community involvements.

The Edmonton Social Planning Council is aware that there is a great diversity of backgrounds, skills and perspectives in a community.

Through consultation, our supportive materials and training workshops are carefully chosen to suit the needs and goals of each citizen group or organization with whom we work.

Such individualized programs can best strengthen the community's valuable resources and support the voluntary efforts of its citizens.