

2023

# Board Skill-Up Series

a program of the  
Board Leadership Collaborative:



**TYPROS**

## Board Basics with Wendy

These one-hour online sessions covering the basics of board service are hosted by Wendy Thomas.

Attending one of these sessions is required for board internship placement.

### TENTATIVE DATES:

- **January 19** (Thursday) @ Noon
- **February 22** (Wednesday) @ Noon
- **February 27** (Monday) @ Noon
- **March 20** (Monday) @ 5:30 p.m.

Email [christianna@leadershiptulsa.org](mailto:christianna@leadershiptulsa.org) to receive the Zoom link and calendar invite.

### FOR BOARD INTERNSHIP PARTICIPANTS

You must attend one of the **Board Basics with Wendy** sessions (left), two of the **Board Skill-Up** sessions (next page), and complete a **Participation Survey** (below) for each session you attend to qualify for board internship placement. It's easy to remember:

**1 + 2 + 3**

One Board Basics with Wendy

Two Board Skill-Ups

Three total Participation Surveys

### PARTICIPATION SURVEY

Must be completed for each attended training to qualify for board internship placement.

Visit: [leadershiptulsa.typeform.com/LTBoardSurvey23](https://leadershiptulsa.typeform.com/LTBoardSurvey23)

# Board Skill-Ups 2023

These one-hour sessions are a deep dive into specific topics related to board service. Attending two of these sessions is required for board internship placement.

**February 6** (Monday)

## ROBERTS RULES OF ORDER 101

*Ross Faith, Tulsa Debate League*

Many boards use “Roberts Rules of Order” as a way to manage decision making. The intent is not to be complicated or archaic but to provide for equitable participation and clarity of purpose. Learn the basics of how this meeting structure works as well as some alternative structures that are sometimes used.

**March 6** (Monday)

## FINANCIAL LITERACY FOR NONPROFITS

*Robyn Devore, FORVIS*

Understanding not-for-profit finance can be important for individuals working in or volunteering, as well as for individuals who donate to or support these organizations. Nonprofit finance refers to the financial management and planning of a nonprofit organization. Nonprofits rely on donations, grants, and other forms of funding to carry out their mission and achieve their goals.

**April 3** (Monday)

## CHAIRING COMMITTEES & MEETING MANAGEMENT

*Wendy Thomas, Leadership Tulsa*

So you’ve been put in charge of something-- now what? Learn tips and tricks for effectively chairing committees and leading meetings. It’s foundational to good board leadership!

**May 1** (Monday)

## ADVOCACY IN THE NONPROFIT SECTOR

*Lauren Corbut, Oklahoma Center for Nonprofits*

Advocacy can mean anything from meeting with your political representative to educating the public and everything in between. This session will outline the best practices for create a strong advocacy strategy for your organization on a local, state, and national level.

**June 5** (Monday)

## THE ANATOMY OF A NONPROFIT ORGANIZATION

*Wendy Thomas, Leadership Tulsa*

Nonprofits have a unique way of operating utilizing both paid and unpaid roles to fulfill the important functions. Learn about organizational structures, leadership roles and officer positions. Discuss ways the staff and board can best stay aligned for success and what can happen when it all goes awry.

## LOCATION

Board Skill-Ups take place **in person** at the **Leadership Center**, located at 1151 S Elgin Ave in downtown Tulsa.



## START TIME

Arrive between 5:15 – 5:30pm

Training from 5:30 – 6:30pm

## RECORDINGS OF PAST BOARD SKILL-UP EVENTS

Visit [leadershiptulsa.org/boardskillup](https://leadershiptulsa.org/boardskillup) to watch recordings of past Skill-Ups featuring our friends at the Oklahoma Center for Nonprofits.

Watching past sessions also counts toward the required trainings for board internships as long as you submit a participation survey (previous page).

There will be no trainings in July or September.