



# Key Risks and What to Do About Them

## A practical workshop for non-profit organizations

Presented by Volunteer MBC and Imagine Canada, this workshop has been designed for staff, volunteers and board members of small and medium sized non-profit organizations.

Participants in this full-day workshop will learn about the ten key risks facing non-profit organizations in Canada and how to manage these risks to protect their organization and people.

Topics include:

- Key legal concepts
- Boundary forms
- Screening
- Special event and transportation risk
- Understanding police checks
- Writing waivers
- Motivating your people to manage risk
- Insurance- what you need to know
- Volunteer management
- Strategies to manage the board effectively.

Practical, interactive and fun!



### Facilitator:

**David Hartley** is the manager of Imagine Canada's Insurance & Liability Resource Centre for Nonprofits. Previously a licensed insurance broker, in 1998 David began a career training insurance professionals, eventually for 3 Canadian insurers, until he joined Imagine Canada with the opening of the Centre, summer 2007. In the past 19 months David has conducted 84 workshops and webinars and trained more than 2,600 non-profit leaders. These insurance and risk management workshops have met with rave reviews. His presentation style has been described as "fresh, informative and very engaging".



**Thursday, October 29, 2009**

**8:30 a.m. to 4:30 p.m.**

Sheridan College  
7899 McLaughlin Road, Brampton

### Who Should Attend?

- Executive Directors
- Manager/Co-ordinator of Volunteer Services
- Board Members
- Volunteers

### Registration Fee:

**Volunteer MBC Member - \$95**

**Non-Member - \$120**

All participants will receive a comprehensive resource binder. Lunch and breaks are also included.

***Space is limited to 30 participants - register before October 16th!***

### To Register:

Complete the registration form (pdf format) and submit by fax to 905.238.2612 or email to [training@volunteermbc.org](mailto:training@volunteermbc.org) in order to hold your space.

Mail completed form along with cheque to:

Volunteer MBC  
2601 Matheson Blvd. E., Unit 43  
Mississauga, ON L4W 5A8

**For more information or any questions, please contact**

**Adriane Beaudry, Program Manager, at 905.238.2622 ext. 24 or send an email to [training@volunteermbc.org](mailto:training@volunteermbc.org)**

**Volunteer MBC (Mississauga, Brampton, Caledon)**  
**[www.volunteermbc.org](http://www.volunteermbc.org)**



# Key Risks and What to Do About Them

## A practical workshop for non-profit organizations

### Registration Form

Complete the registration form (in pdf format or in clear writing) and submit by fax to **905.238.2612** or email to **training@volunteermbc.org** in order to hold your space. Volunteer MBC will confirm that space at the event has been reserved for you.

Mail completed form along with cheque (payable to Volunteer MBC) to: **Volunteer MBC, 2601 Matheson Blvd. E., Unit 43, Mississauga, ON L4W 5A8**

Name of registrant:

Title:

Organization:

Address:

City:

Postal Code:

Phone:

Fax:

Email:

### Registration Fee:

- Volunteer MBC Member - \$95
- Non-Member - \$120

**Note:** All participants will receive a comprehensive resource binder. Lunch and breaks are also included.

### Questions:

For more information or any questions, please contact Adriane Beaudry, Program Manager, at 905.238.2622 ext. 24 or send an email to [training@volunteermbc.org](mailto:training@volunteermbc.org)

### Cancellation Policy:

Cancellations will be accepted up to two working days prior to the date of the program less a 15% administration fee that will apply regardless of the status of payment. Registrants who fail to attend the program or cancel after the deadline date shall be liable for the full fee. There is no charge for delegate substitutions.