



National Trust  
Conference  
2018

### **WORKSHOP 3 – Building Capacity through Strong Boards and Volunteer Programs**

**All-Day Workshops at Gagetown, NB**

**(presented by Association Heritage New Brunswick)**

**Back-to-Back Workshops for Museum, Historic Sites, or Heritage Organizations... And Visit Historic Gagetown!**

*Build organizational capacity at your museum, historic site, or heritage organization with a workshop “double-header,” and get insight into historic site management and regeneration in Gagetown, New Brunswick.*

#### **Workshop 1: Creating Clarity Out of Confusion: Building Strong Board and Staff Partnerships**

(Workshop Leader: Clare Northcott)

Do you have Board meetings that go on for hours, disengaged Board members and/or blurred lines between staff, board and other volunteer roles? This workshop will focus on resources, policies and best practices to help optimize the skills of your Board and help Executive Directors create a successful partnership that strengthens your organization. Share your experiences, learn from others and come away with concrete tools to implement when you return back home.

#### **Workshop 2: Fix it Before it Breaks: Restructuring Your Volunteer Program in 2018**

(Workshop Leaders: Kim Rayworth and Nathalie Lemay)

How to attract diverse individuals who want to contribute to the growth of a vibrant arts organization. Tips on engagement, recognition and incentives, as well as aligning a large group of individuals in the pursuit of a common goal will be shared.

#### **Draft Agenda**

8:30 AM	<b>Bus departs from Fredericton to Gagetown.</b> Group is divided into Group A and Group B on arrival (approximately 30 participants each)
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9:30 AM	<b>Arrival at Gagetown.</b> Bus to drop each group at their respective locations – Coffee/Tea/Muffins at the Queens County Courthouse and also at St. John’s Anglican Church Hall on arrival.
10:00 AM to 12:00 PM	<b>Workshops &amp; Tour</b> <ul style="list-style-type: none"> <li>• <b>Group A</b> – Queens County Court House: Workshop 1: Creating Clarity Out of Confusion: building strong board and staff partnerships.</li> <li>• <b>Group B</b> – St. John’s Anglican Church Hall</li> </ul>
10:00 AM to 11:00 AM	<b>Workshop 2: Fix it Before it Breaks: Restructuring Your Volunteer Program in 2018</b>
11:00 AM to 12:00 PM	Tours by Bruce Thomson and members of Queens County Heritage: <b>How'd They Do That?</b> Ever wonder how your colleagues manage their museum? Interpret an historic site? Plan and deliver a program? Join Queens County Heritage for a tour of the heritage hub that includes the Tilley House and the Loomcrofters Studio.
12 PM to 1:15 PM	<b>Lunch</b> for Group A & B hosted by QC Heritage at the Queens County Court House. After lunch the group of 30 participants at the Court House and the 30 participants at the Anglican Church Hall switch locations. (The bus will be available to transport participants from the Court House to the Anglican Church Hall if they wish or if it is a rainy day).
1:30 PM to 3:30 PM	<ul style="list-style-type: none"> <li>• <b>Group B</b> – Queens County Court House: - Workshop 1: Creating Clarity Out of Confusion: building strong board and staff partnerships.</li> <li>• <b>Group A</b> – St. John’s Anglican Church Hall</li> </ul>
1:30 PM to 2:30 PM	<b>Workshop 2: Fix it <u>Before</u> it Breaks: Restructuring Your Volunteer Program in 2018</b>
2:30 PM to 3:30 PM	Tours by Bruce Thomson and members of Queens County Heritage: <b>How'd They Do That?</b>
3:30 PM	<b>All participants depart by bus to Fredericton.</b>

*Clare Northcott has spent the last 28 years working in senior management positions in the nonprofit sector focused primarily on organizational efficiency and change management strategies. She is a trainer of outcomes measurement, and trained in social return on investment, strategic planning, board governance and fund development. Her work in the YMCA, United Way and Community Foundation focused on leadership excellence to drive performance and maximize organizational efficiency. Clare is the Community Relations Manager of Family Plus, the largest, nonprofit therapeutic counselling centre in NB. She holds a Masters in Philanthropy and Nonprofit Leadership and a certification in change management.*

