

# GROWING CREATIVE CAREERS: WINDSOR & REGION

## Cohort 2 Proposed Schedule

Session topics may change or be refined according to participant needs identified through the application process and ongoing evaluation. Certain sessions will feature guest speakers – more details will be provided within the welcome package. The schedule timing may also change and WorkInCulture staff will endeavor to provide ample notice of any changes.

### COHORT 2 – BUILDING BETTER BOARDS

Date	Time	Training
January 27, 2022	5:30pm – 7:00pm	<b>Core Session 1: Introduction</b> - Program Overview; Intro to e-learning platform - Partner Introductions - Participant introductions
February 3, 2022	5:30pm – 7:00pm	<b>Public Session 1:</b> Effective recruiting, through the lens of Inclusion, Diversity, Equity, and Accessibility.
February 10, 2022	5:30pm – 7:00pm	<b>Core Session 2: Roles &amp; Responsibilities</b> - Board Roles & Responsibilities - Committees - Organizational structures - Outreach
February 17, 2022	5:30pm – 7:00pm	<b>Core Session 3: Working Together</b> - Effective Meetings - Collaboration - Onboarding - Planning for Succession - Policy Development - Strategic Planning
February 24, 2022	5:30pm – 7:00pm	<b>Peer Learning Session:</b> (Led by organizations)
March 3, 2022	5:30pm – 7:00pm	<b>Core Session 4: Finance &amp; Contracts</b> - Fundraising Responsibilities - Financial Responsibilities - Grants - Finance Reports - Staff and Vendor Contracts - Insurance - Health and Safety
March 10, 2022	5:30pm – 7:00pm	<b>Peer Learning Session:</b> (Led by individuals interested in joining boards)
March 17, 2022	5:30pm – 7:00pm	<b>Core Session 7: Open Discussion</b> - What does my organization need from Board

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		Members? - What does meaningful participation look like?
<b>March 31, 2022</b>	5:30pm – 7:00pm	<b>Core Session 8:</b> Question and Answer Session, featuring: Diane Davy, Executive Director of WorkInCulture
<b>April 7, 2022</b>	5:30pm – 7:00pm	<b>Public Session 2:</b> Capstone Presentations/Recruitment Event

### *A note about the session types:*

The Core and Peer Learning Sessions will only be available to participants who apply and are accepted into the program intensive.

The two Public Sessions will involve the cohort of accepted intensive program participants as well as participants from outside of the main cohort. This could include fellow colleagues, peers, and other members of the general public who are interested in learning more about the building better boards for arts & heritage organizations and/or current opportunities to join a board.

### *Other time commitment notes:*

Participants are expected to attend all training sessions, actively engage in the workshops through group discussions and activities, and complete exercises and assignments. In addition, in order to qualify for a completion certificate, participants must not miss attending more than 2 training sessions and must complete the capstone presentation.

Participants may also be expected to spend an additional 2-3 hours per week reviewing additional resources and completing home assignments.

You can find the FAQs and other project information at:

<https://www.workinculture.ca/windsor>

If you have any additional questions please be in touch with Stephanie Draker, Program Manager at [stephaniedraker@workinculture.ca](mailto:stephaniedraker@workinculture.ca)