



## NCOSS Indigenous Women's Leadership Program 2009

### Program Outline

This outlines includes the three key components of the program.

- The accredited unit 'Meet the roles and responsibilities of a Board member', from the Diploma in Business (Governance: Indigenous Organisations).
- The series of guest speakers - Leading Aboriginal Women.
- Action Learning Sessions and Events

Blocks & Dates	Time frames	Topic
<b>Block 1</b> June 1 <sup>st</sup> - 3 <sup>rd</sup>	<b>June 1<sup>st</sup></b> Start 9.30am 12.30 Lunch Finish 4.30  <b>June 2<sup>nd</sup></b> Start 9.30 Finish 12.30	<b>Meet the roles and responsibilities of a Board member</b>  <b>The legal framework in which Board members operate</b> <ul style="list-style-type: none"><li>• What is involved in being a Board member?</li><li>• Commonwealth and state incorporation laws</li><li>• Setting up an incorporated organisation</li><li>• Adhering to the laws applying to incorporated associations</li></ul>

	<p><b>June 2<sup>nd</sup></b> Start 1.30 Finish 4.30pm</p> <p><b>June 3<sup>rd</sup></b> Start 9:30am 12:30 Lunch</p> <p>2:00 pm- 3:30 pm</p>	<p style="text-align: center;"><b>Action Learning Session</b></p> <hr style="border-top: 1px dashed black;"/> <p><b>Guided tour of the Indigenous Australia exhibition on Level G at the Australian Museum.</b></p> <p><b>Guest Speaker</b></p> <ul style="list-style-type: none"> <li>• Bev Manton : Chairperson of the New South Wales Aboriginal Land Council</li> </ul>
<p><b>Block 2</b> <b>July 6<sup>th</sup> -8<sup>th</sup></b></p>	<p><b>July 6<sup>th</sup></b> Start 9:30 am Lunch 12:30 Finish 4:30 pm</p> <p><b>July 7<sup>th</sup></b> Start 9:30 am Finish 12:30</p> <p><b>July 7<sup>th</sup></b> Start 1:30 pm Finish 4.30 pm</p> <p><b>July 8<sup>th</sup></b> Start 9:30 am Lunch 12:30-1:30 Finish 4:30 pm</p>	<p style="text-align: center;"><b>Meet the roles and responsibilities of a Board member</b></p> <p><b>Applying the law in an incorporated organisation</b></p> <ul style="list-style-type: none"> <li>• Working within the organisation's constitution</li> <li>• Complying with the laws that govern the organisation as a workplace</li> <li>• Financial reporting and complying with the terms and conditions of funding agreements</li> </ul> <hr style="border-top: 1px dashed black;"/> <p style="text-align: center;"><b>Action Learning Session</b></p> <hr style="border-top: 1px dashed black;"/> <p><b>Guest Speakers</b></p> <ul style="list-style-type: none"> <li>• 10:00am Glendra Stubbs: Manager, Link-Up (NSW) Aboriginal Corporation</li> <li>• 2:00 pm Amanda Bridge : Child and Family Services Manager, Biripi Aboriginal Medical Service.</li> </ul>

<p><b>Block 3</b> <b>August 3<sup>rd</sup>-5<sup>th</sup></b></p>	<p><b>August 3<sup>th</sup></b> Start 9:30 am Lunch 12:30-1:30 Finish 4:30 pm</p> <p><b>August 4<sup>th</sup></b> Start 9:30 am Finish 12:30 pm</p> <p><b>August 4<sup>th</sup></b> Start 1:30 pm Finish 4:30 pm</p> <p><b>August 5<sup>th</sup></b> Start 9:30 am Lunch 12:30-1:30 Finish 4:30 pm</p>	<p style="text-align: center;"><b>Meet the roles and responsibilities of a Board member</b></p> <p><b>Monitor trends and changes in the community</b></p> <ul style="list-style-type: none"> <li>• Identifying community needs</li> <li>• Monitoring community trends</li> <li>• Incorporating community needs into organisational policy</li> <li>• Reviewing policy as community needs change</li> </ul> <hr style="border-top: 1px dashed black;"/> <p style="text-align: center;"><b>Action Learning Session</b></p> <hr style="border-top: 1px dashed black;"/> <p><b>Guest Speakers</b></p> <ul style="list-style-type: none"> <li>• 10:00am Donna Hensen, Coordinator. Indigenous Women's Program Women's Legal Service NSW</li> <li>• 11:30am Marcia Ella –Duncan, Principal Project Officer, Land Alive Conservation Programs and Partnerships</li> <li>• 2:00pm Nancy Walke : Project Manager, Mirrung Ngu Wanjarri Project</li> </ul>
<p><b>Block 4</b> <b>September 7<sup>th</sup> – 9<sup>th</sup></b></p>	<p><b>September 7<sup>th</sup></b> Start 9:30 am Lunch 12:30 Finish 4:30 pm</p> <p><b>September 8<sup>th</sup></b> Start 9:30 am Finish 12:30</p>	<p style="text-align: center;"><b>Meet the roles and responsibilities of a Board member</b></p> <p><b>Receiving and dealing with complaints</b></p> <ul style="list-style-type: none"> <li>• Dealing with complaints</li> <li>• Complaint handling mechanisms and strategies</li> </ul>

	<p><b>September 8<sup>th</sup></b> Start 1:30 am Finish 4:30 pm</p> <p><b>September 9<sup>th</sup></b> Start 9:30 am Lunch 12:30-1:30 Finish 3:00 pm</p> <p>3:30pm – 5:00pm</p>	<p style="text-align: center;"><b>Action Learning Session</b></p> <hr style="border-top: 1px dashed black;"/> <p><b>Guest Speakers</b></p> <ul style="list-style-type: none"> <li>• 10:00am Dr Marlene Kong: Board Member, Australian Indigenous Doctors Association</li> <li>• 2:00pm Dr Dawn Casey: Director , Power House Museum</li> </ul> <p><b>Closing Ceremony</b></p>
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