



United Way of Yavapai County

# Center for Nonprofit Excellence

## WORKSHOP SCHEDULE

**TENTATIVE: Dates and Times may change.**  
**Registration opens up 3-4 weeks before a workshop**

Workshops and classes are specifically designed for nonprofit leaders, staff, and volunteers to build a healthy foundation for a healthier community.

Topic	Date & Time	Fee	Description
<b>Session I: Intro to Process Improvement</b>	<b>February 15</b> <i>2 pm - 4 pm</i>	\$25 for a single registration to both	Introduces the subjects of Process Improvement, Quality and Change management. Chance to come up with a project to assess.
<b>Session II: Process Improvement Workout</b>	<b>March 22</b> <i>2 pm - 4 pm</i>	\$10 for each colleague invited	Attendees of Session I invite colleagues and work hands-on with the instructor on a specific project to come up with action plans to improve processes.  Workshops will be led by Michael Williams, Black Belt Six Sigma, Lean
<b>Finance</b>	<b>April 12</b> <i>3 pm - 5 pm</i>	TBD	Details TBA  Led by Jim Orrey, Branch Manager Washington Federal
<b>Donor Relations</b>	<b>May 17</b>	TBD	Details TBA  Led by Rose Vasquez, Strategic Writing and Consulting
<b>Engaging the Major Gift Donors</b>	<b>June 7</b> <i>3 pm - 4:30 pm</i>	TBD	Details TBA  Led by Frank Bourget, CFRE, Executive Director American Red Cross of Northern Arizona
<b>Board Governance</b>	<b>June 14</b>	TBD	Details TBA  Collaboration between United Way, Alliance of Arizona Nonprofits and APS
<b>Human Resources</b> Employment Laws from Hiring to Firing	<b>July 12</b> <i>3 pm - 5 pm</i>	\$25	How to apply employment laws in the workplace. Will provide information about the most commonly violated employment laws, and recognizing problematic situations.  Led by Laura J. Hamblin, JD, SPHR, SHRM-SCP; Employment Law & HR Consulting

Details for workshops are continuously being updated. For the most up to date information email [yavapaiuw@gmail.com](mailto:yavapaiuw@gmail.com) or visit [www.yavapaiuw.org/center-for-nonprofit-excellence](http://www.yavapaiuw.org/center-for-nonprofit-excellence) for more and to register.