

Upcoming Nonprofit Professional Development Courses

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All programs take place at the J.C. Penney Conference Center on the UMSL campus

Starting and Governing a Nonprofit 501(c)(3) in Missouri

November 14, 2013 | 9 AM–4 PM | Fee \$89 | Lunch Included

Presenter: Dan Sise, JD, Instructor and Community Engagement Manager, NPML

Starting a 501(c)(3) nonprofit organization and governing a 501(c)(3) nonprofit organization are flip sides of the same coin. Steps you take in forming a 501(c)(3) affect how your organization must operate in the future. Steps you take in the governance and operation of your 501(c)(3) affect your ability to maintain your 501(c)(3) tax-exempt status with the IRS on an ongoing basis. Come to this class to learn how to start a Missouri nonprofit organization that will seek to obtain 501(c)(3) tax-exempt status from the IRS. In addition, this class will cover good governance policies, strategies, and requirements that will allow your organization to maintain its 501(c)(3) tax-exempt status on an ongoing basis once you are up and running. This is an intensive day-long class that will focus on practical information and resources such as forms to use, websites to access, governmental offices to contact or be aware of, and a checklist of steps to take.

How Do We Know We Are Doing Good Work?

December 5, 2013 | 1–5 PM | Fee \$25

*Presenters: Jama Dodson, Executive Director, St. Louis Mental Health Board;
Elizabeth George, Vice President, Deaconess Foundation;
Melinda McAlinely, Program Director, Lutheran Foundation of St. Louis & Send Me St. Louis*

You go to work each day hoping that what you do is making a difference. But how do you know the hard work you and the staff of your nonprofit organization are doing is having a positive impact and achieving your mission? This class is oriented toward program staff and leadership as they seek to implement and manage successful programs. It will provide an overview of approaches to assess program impact, including logic models, and questions to think about when considering whether programs are effective. Class activities will include small group and hands-on exercises.

Overtime Pay and the Fair Labor Standards Act: What Nonprofit Organizations Need to Know

January 16, 2014 | 3-5 PM | Fee \$25 |

Presenter: Dennis Donnelly, JD, Senior Counsel, Bryan Cave LLP

Nonprofit organizations are not exempt from the laws that cover fair wages and compensation for employees. In particular, non profits need to be aware of the Fair Labor Standards Act (FLSA) and its regulations relating to "exempt" vs. "nonexempt" employees, and the requirement for overtime pay. This class will provide an overview of the FLSA, and will examine some of the cases, problems, and typical pitfalls that relate to nonprofit organizations. This class will also present information on how to prevent and cure FLSA liabilities and violations.

Nonprofit Management & Leadership Program

For more information about these and other programs, or to add your name to our mailing list, go to www.umsl.edu/npml or call 314-516-6713
To register for a program go to umsl.edu/npml or call 314-516-5655



Volunteers, Interns, and Employment Law Issues: What Nonprofits Need to Know

February 13, 2014 | 3-5 PM | \$20

Presenter: Marcia L. McCormick, St. Louis University School of Law

Volunteers and interns can be important resources for nonprofit organizations, but nonprofits also need to know that employment laws could govern at least some of those relationships and impose obligations on the nonprofit. For example, nonprofits need to be wary of the situation where the use of an intern or volunteer starts to look more like the replacement of a paid staff member, and need to know what to consider when paying interns a stipend. This class will cover the employment laws that relate to the use of volunteers and interns in the operation of a nonprofit organization.

How to Develop an Effective Board for Your Nonprofit Organization

March 27, 2014 | 1-5 PM | \$50

Presenters: John McClusky, Director Emeritus, Nonprofit Management & Leadership Program

Peter Ruger, Washington University School of Law

Faith Sandler, Executive Director, The Scholarship Foundation

Do you want to improve your Board's effectiveness and strengthen the leadership relationship between your Board and staff executive? This workshop is for nonprofit staff executives and board leaders, including incoming board officers, who want to learn promising practices based on the latest research for making their boards even more effective and their staff-board relationships more productive and satisfying. It will also provide an opportunity for the workshop participants to share with their peers the greatest challenges and successful strategies for strengthening board effectiveness. The learning activities will mix presentation, discussion, and ample time for applying learning directly to your board performance and executive-board relationships.

The workshop will address topics such as: the board's primary responsibilities, including the principles and legal framework for them; promising practices from the latest academic research on nonprofit boards; and, successful methods for boards and executives to determine which of their leadership roles are best kept distinct and which best performed through their partnership. The three presenters, John McClusky, Peter Ruger, and Faith Sandler, bring a wealth of academic and practical knowledge to this topic from many decades as educators, trainers, consultants, and board and staff leaders of nonprofit organizations.

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