

Faith-Based Mini MBA

MOVE YOUR MISSION FORWARD



A Week-Long Immersion Program

Springfield, MO

June 1st-5th, 2009

What is the Faith - Based Mini MBA?

Developed by the Management Development Institute under the guidance from the College of Business Administration at Missouri State University, the Faith-Based Mini MBA helps people of different faiths and ministries to build their management, administrative, and governance capabilities. The content is specifically designed to focus on faith-based nonprofit organizations and congregations to successfully move their missions forward. The week-long immersion format was created to combine the best of current business theories and practices while providing a unique environment for participants to feel comfortable sharing challenges and celebrating victories within the faith-based community.

Ideal Learners Who Will Benefit

- Leaders
- Program Directors
- Key Volunteers
- Managers
- Administrators
- Ministers
- Para-Church Ministry Staff

2009 Program Schedule



Program Agenda

Monday through Thursday, 8:00 A.M. to 7:30 P.M. Friday, 8:00 A.M. to 4:00 P.M.

Day 1, Monday, June 1

- Volunteer Management
- Church & Agency Trends
- Marketing for Church & Agency Growth

Day 2, Tuesday, June 2

- Visioning & Planning
- Successful Collaboration
- Evaluating Ministry Impact
- GENESIS PROJECT

Day 3, Wednesday, June 3

- Boards & Councils
- Law & Human Resource Management
- Risk Management

Day 4, Thursday, June 4

- Total Quality Management
- Financial Management
- GENESIS PROJECT

Day 5, Friday, June 5

- Fundraising Gifts and Grants

Genesis Project – Transforming Problems into Solutions

The GENESIS PROJECT is the hallmark of this program. This group problem solving exercise will provide participants with a substantial number of ideas, networking opportunities and possible solutions for solving their organizations toughest issue, problem or project. During evening sessions participants will identify and present problems to the group and the group will offer possible solutions. This project also reinforces the principles reviewed throughout the daily sessions. One solution resulting from this exercise may underwrite the entire cost of the program.

Program Topics

Volunteer Management

Volunteers are the unseen masses that drive the work in organizations. Effectively managing this valuable resource can be time consuming. When managed effectively the rewards are significant both to the organization and the volunteer. This session surveys the four main elements of effective volunteer programming: Recruiting, Training, Supervision & Management, Evaluation & Recognition. Organizations that do not have the typical volunteer program will also benefit from the principles discussed in this session.

Marketing for Church & Agency Growth

Is Church Growth an oxymoron; a necessary evil; a hill worth dying on or simply sound principles at play? This topic elicits strong emotion from all perspectives. In light of the significant change the Church is undergoing, marketing and positioning your mission takes on new urgency. This session surveys solid marketing principles and how they can be applied within a ministry setting.

Successful Collaboration

Have you ever heard someone say, "If we only had more resources we could have a broader impact"? Those resources may already exist in your community. When like-minded organizations collaborate they experience mission synergy. This session explores a unique strength of faith-based nonprofits, collaboration.

Church & Agency Trends

The Church is going through tremendous change and will continue to change in the future. Change is being influenced by cultural shifts, geo-political issues, social factors as well as technological innovations. The post-modern culture coupled with the dominant pop culture and emerging philosophies and practices will undoubtedly impact mission and methodology. Providing a broad survey of this topic and its possible implications is the goal of this session.

Visioning & Planning

We're all familiar with the quote, "When there is no vision the people parish". Involving your constituents in the visioning and planning process is probably the best way to enlist their support and involvement. This session covers principles of visioning and strategic planning.

Evaluating Ministry Impact

It seems every industry has its' metrics and measures of success. The elusive and sometimes downright contradictory procedure of evaluating ministry impact (AKA "pinning Jell-O to the wall") is problematic for the faith community. How do we quantify the eternal? Useful measures for one organization may not be appropriate for another. Yet constituents, donors, boards, councils, volunteers and employees expect and deserve some type of tangible feedback. This session provides practical approaches to dealing with this elusive topic.

Program Instructors:

Our industry leading, exceptional instructors will provide practical knowledge you need to excel in your mission.

Boards & Councils

“I thought the board was here to support me.” “What form of governance does your board utilize?” “Who’s in charge?” If you’ve been around boards and councils for any length of time you might find yourself echoing these sentiments. This session deals with the realities of working with and for various types of boards and councils. Board and council members could benefit from attending this workshop as well.

Risk Management

“We are being sued by whom?” Nonprofit entities are being targeted by attorneys in some instances while others are hoping to avoid any insurance issues. Proactive policies and prudent insurance packages are a must for nonprofits in our litigious society. We will survey the various risk management issues facing nonprofits during this session.

Financial Management & Legal Requirements

Stewardship is as important today as it’s ever been. Managers need to be able to read and understand financial statements. This skill allows managers to better communicate with financial personnel and use the information to make good management decisions. Concepts used in preparing financial statements and interpreting their meaning will be an important part of this session. We will focus on the income statement, balance sheet and statement of cash flow with particular emphasis on how various transactions affect these financial statements. Interrelationships among the statements will be highlighted along with ratio analysis.

Law & HR Management

Are you a business or a ministry? The answer is both. What you don’t know can hurt you. The legislature, courts and attorneys are placing increasing pressure on employers to ensure employees rights are protected in the workplace. Nonprofit status is not an affirmative defense. This session will help you navigate the minefield of employment law in a clear and concise way and ends with the lively exercise “Who Wants to be an Employment Law Millionaire?”

Total Quality Management (TQM)

“What do statistical process control, supply chain principles and lean processing have to do with my ministry?” Increasingly, ministries’ creative outreach is outpacing their capacity to serve. There’s no other industry that has to “do more with less” than nonprofits. Maximizing resources means maximizing your mission. We will share the most pertinent TQM principles for nonprofits during this session.

Fundraising Gifts & Grants

If the mission is the heart and soul of your organization then fundraising is the life blood needed to keep your mission alive. During these sessions we will explore such topics as essential components for fundraising, planning and preparing for capital campaigns, developing your donor base, effective prospect research, fundraising for boards and volunteers and developing successful grant proposals.

SAMPLE DAILY SCHEDULE

(subject to change)

	Monday	Tuesday	Wednesday	Thursday	Friday
7:30-8:00 Continental Breakfast	<i>With Group</i>	<i>With Group</i>	<i>With Group</i>	<i>With Group</i>	<i>With Group</i>
8:00-8:30	Volunteer Management	Visioning & Planning	Boards & Councils	TQM	Fundraising Gifts
Break (15 Min.)	↓	↓	↓	↓	↓
9:45-11:30					
Lunch 11:30-12:30	<i>On Your Own</i>	<i>On Your Own</i>	<i>On Your Own</i>	<i>On Your Own</i>	<i>On Your Own</i>
12:30-2:00	Church & Agency Trends	Successful Collaboration	Law & HR Management	Financial Management & Legal Requirements	Fundraising Grants
Break (15 Min.)	↓	↓	↓	↓	↓
2:15-3:30					
Afternoon Break - Varies	<i>Light Meal With Group</i>	<i>Freetime until 5:00</i>	<i>Light Meal with Group</i>	<i>Freetime Until 5:00</i>	3:30 to 4:00
4:00-5:30	Marketing for Church & Agency Growth	Evaluating Ministry Impact Group Project Dinner with Group	Risk Management	Group Project Continued Dinner with Group	Closing Presentations, Final Evaluations and Leave For Home
Break (15 Min.)	↓	↓	↓	↓	
5:45-7:30 (Tues. and Thurs. 5:45-8:00)					
Evening	<i>Freetime</i>	<i>Freetime</i>	<i>Freetime</i>	<i>Freetime</i>	
Instructional Hours	10	9.5	10	9.5	6.5



Mini MBA for Faith-Based Organizations

Register Now

Faith - Based Mini MBA — \$995 for entire program

Name _____

Title _____

Name _____

Title _____

Approving Manager _____

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Program Information

Dates: June 1st through June 5th, 2009

Sessions: Monday through Thursday, 8:00 A.M. to 7:30 P.M.
Friday, 8:00 A.M. to 4:00 P.M.

Location: MDI Training Facility, Glass Hall, Missouri State University,
Springfield, MO

Cost: \$995 includes Continental Breakfast each day and light
meals in the afternoon. Lunches are on your own.

Accommodations:

- Hotel, prices range from \$69 – \$114 per person per night.
- On-Campus Housing is available for \$25 per night, shared occupancy.

*Call or e-mail for details and list of local hotels
mdi@missouristate.edu*

Once your registration has been processed, you will receive a letter confirming the exact location, directions and parking information. Free Front Door Parking!