



Charity Governance Certificate Program

Proactive, Impactful, Loyal, Leader,
Accountable, Resourceful, Strategic



Washington County
Community Foundation
Helping You Give ... Close to Home

Mission, Strategy, & Evaluation Presented by Nonprofit Sidekick : Thursday, September 21, 3 p.m. - 5 p.m.

Charitable organizations are founded to serve the public good and accomplish a stated purpose through program activities. Through this session you will learn that a clear, concise mission statement is the foundation upon which your charity is built. Your charity must be able to evaluate itself and its programs and determine how to strategically position the organization to best serve your community. Other topics to be covered will include organizational and program evaluation, strategic planning, and partnerships.

The Nonprofit SideKick team of Wendy Burtner and Stephanie Masters develops, supports and inspires leaders of non-profit organizations. Wendy and Stephanie bring both the nuts & bolts AND the heart & soul of nonprofit leadership to their holistic coaching and consulting services, leadership development programs and unique online community.

Governance & Leadership Presented by Dr. Geraldine Jones : Tuesday, October 3, 3 p.m. - 5 p.m.

Your charitable organization depends upon effective leadership to fulfill its mission and effectively serve our community. Effective leadership is a partnership between the board and senior management based on mutual trust and respect. Your board should consist of volunteers who are committed to the mission of your charity and who understand their responsibilities to your charity and to our community. Topics covered in this session will include governance and fiduciary responsibility; leadership and operational management; and diversity, equity, and inclusion.

Dr. Geraldine Jones is the former President of PennWest California. She currently serves on the Washington County Community Foundation Board of Trustees and is Chairperson of the LeMoyne Center's Board of Directors. She received the Human Rights Award from the Washington NAACP, and the Louis E. Waller Humanitarian Award from the Washington County Community Foundation.

Legal Compliance & Ethics Presented by Barbara Graham, Esquire : Tuesday, October 17, 3 p.m. - 5 p.m.

Charitable organizations enjoy the public's trust and are therefore subject to a diverse array of legal and regulatory requirements. One of the fundamental responsibilities of the charity's leadership is to ensure that the charity is governed and operated in an ethical manner, and is in compliance with all legal requirements. Topics covered in this session will include maintaining legal compliance, required public disclosures, reporting misconduct and whistleblower protection; conflicts of interest; and ethics.

Barbara Graham, the senior member of Peacock Keller's School Law Group and a member of its Employment Law Group, maintains membership in the Pennsylvania and Washington County Bar Associations. She serves as solicitor for several local public school districts, and received the President's Award for Distinguished Career Achievement from the Solicitor's Association. Barbara is the current Board Secretary of the Washington County Community Foundation.

All sessions to be held at 1253 Route 519 | Eighty Four, PA 15330

Finance & Operations Presented by Michael Anderson, CPA : Monday, October 30, 3 p.m. - 5 p.m.

Charitable organizations must have sound financial and operating systems in place to ensure accurate records are maintained and that resources are used in furtherance of the charity's tax-exempt status. Topics included in this session are financial budgeting, reporting and monitoring; internal controls and financial policies; personnel policies; risk management and insurance.

Michael Anderson, co-owner of Imperial Tax South Hills, focuses his practice on comprehensive tax planning for individuals and businesses, and specializes in accounting system software implementation and consulting for small business owners. He is a member of the American Institute of Certified Public Accountants and the Pennsylvania Institute of Certified Public Accountants. Michael currently serves as Vice Chairman and Chairman-Elect of the Washington County Community Foundation Board of Trustees.

Fundraising & Resource Development Presented by George Omiros, CFRE : Thursday, November 16, 3 p.m. - 5 p.m.

The responsibility for resource development is a shared responsibility of both the board and staff. Resource development policies must be consistent with your charity's mission, compatible with organizational capacity, and respectful of the interests of donors, prospective donors, and other constituents. Session topics include resource planning, sources of income, fundraising activities, donor relationships and privacy, acceptance of gifts, and developing a case for support.

George Omiros is CEO of Food Helpers. He is a nationally recognized leader with decades of philanthropic and visionary leadership experience in non-profit management, major donors, capital campaigns, special events, volunteer engagement and marketing/community relations. George formed Philanthropic Advisors in May 2019.

Public Awareness & Advocacy Presented by Megan Chicone and Joann Naser : Tuesday, November 28, 3 p.m. - 5 p.m.

To further your mission, your charity should engage in regular activities to promote your organization and your programs to the community you wish to serve. You need to communicate in an effective manner to educate, inform, and engage the community, and to advocate on behalf of the clients you serve. Session topics include educating and engaging the public, advancing the mission through public policy, advocacy, lobbying, and political activity.

Megan Chicone is the owner of Megan Chicone-State Farm Insurance Agency, and has utilized her marketing background to grow her business and to help the community. She currently serves on the boards of the Washington County Community Foundation and Leadership Washington County, and is the current Treasurer of the Peters Township Chamber of Commerce.

Joann Naser recently joined the Washington County Community Foundation Team as Manager, Nonprofit Leadership & Engagement. Immediately prior to her current position, she was the Chief Development Officer for Transitional Paths to Independent Living (TRPIL)/Voices for Independence, where she gained experience in annual fundraising, facilitating capital campaigns, and advocacy.

The Washington County Community Foundation maintains membership in the Pennsylvania Association of Nonprofit Organizations (PANO) and subscribes to its philosophy of upholding the highest standard of ethics and accountability in nonprofit governance, management, and operations. The Community PILLARS program, which is being provided at no charge to local charities, was modeled after PANO's Standards of Excellence Program, but is not intended to replace it.