



Sustainable Finance (Online)

Learning financial management skills to build capacity



ima
INTERNATIONAL

Our offer:

The Sustainable Finance course is a 6-module online programme designed for managers and other staff who need to use financial skills in their work, but are not trained accountants. They may be working internationally in NGOs, government, UN agencies or private sector.

The course comprises of 6 modules which can be taken individually, or grouped together. Each module starts with the basics, and together they build a thorough working knowledge of financial management in international development organisations.

We use a mixture of interactive approaches. The online guided learning includes audio and video recordings with facilitator input, pair discussions (optional), group work (optional) and individual activities. Each module provides you with the practical skills not only to know how the numbers are calculated, but also how to use financial information and systems in decision-making.

You will learn to use the techniques in your own organisation and with partners, and so see better decision-making and programme impact. Each module includes a range of tools and materials to use in your organisation's activities. **When you complete 3 or more modules you will receive the book Building Financial Management Capacity for NGOs and Community Organisations, written by John Cammack.**

How the course works:

You will join a peer group of participants from different organisations and countries. IMA International facilitators will guide and mentor your learning process, providing you with:

1. Practical exercises and reflection activities
2. Up to a 90-minute guided group webinar for each module (recordings made available)
3. Paired and peer group work (optional)
4. Presentations and video inputs
5. User-friendly platform for accessing materials, presentations and resources, sharing with your peer group and uploading your regular work to a dedicated portfolio
6. Written resources and web links
7. Relevant case studies
8. Opportunity to apply financial management skills and techniques in your workplace
9. Scheduled access to tutors
10. Personalised mentoring session as a 3-month follow up (available after completion of all 6 modules).

You are awarded a certificate after completing the course and fulfilling all course criteria.



Content:

Each module is a mix of tutor contact, guided self-study and reflection, peer and paired work (optional), pre- and post-course learning and will include a facilitated, scheduled webinar.

Module 1: Budgeting

Using budgets and cash flow to make the future more certain and sustainable.

Module 2: Financial sustainability and resilience

Implementing strategic financial management by, for example, managing core costs and organisational savings, and building a financially resilient organisation.

Module 3: Implementation of financial controls

Building an anti-fraud plan, identifying weaknesses and implementing controls to make your organisation 'fit for funding'.

Module 4: Audit reports and accounting statements

Recognising how audits help build financial resilience; identifying key figures from financial statements to provide a 'snapshot' of an organisation's health and to aid decision-making.

Module 5: Communicating finance effectively

Creating effective internal and external financial communication to build relationships and achieve greater programme impact and sustainability.

Module 6: Partners financial capacity building

Building strong organisational capacity for your partners, by identifying systems and processes needed at different times, and confidently interacting with a partner about its finances.

Skills you will be able to apply after the course:

In the practical participatory sessions, you learn how to:

- apply financial management within different settings using interactive case studies and examples
- plan and monitor budgets, using financial information to make good decisions
- assess and set up robust financial systems
- manage the expectations of donors for project funding and financial reporting
- build the financial capacity of your own and partner organisations.

You are awarded a certificate after completing the course and fulfilling all course criteria.

Cost: Please refer to our website for prices.

Duration: Each module is one day, to be completed within a month.

For the latest course dates and booking deadlines please see our website or get in touch.

For help and advice with planning your tailored training or consultancy needs contact us to set up an online meeting.



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