NonprofitsFirst

UNLOCKING A MORE PRODUCTIVE YOU: DISCOVER THE KEYS TO MAKING SPACE, INCREASING FOCUS & GETTING MORE

Presenter: Charlie Hugh-Jones
July 10, 2018 10:00 - 11:00 am

Registration

In mission-driven organizations, it's difficult not to be overwhelmed by feeling you're always trying to catch-up, there are too many worthy things demanding your attention at the same time, or that your to-do list just never ends. Sometimes there just doesn't seem to be enough hours in the day!

Have you ever felt any of the following:

- You don't get to the most important things as often as you want to, in spite of the amount of hours you work
- Your day is often railroaded by interruptions, distractions, and ineffective processes in your business
- You get side-tracked with things that aren't as important or urgent as they seem
- You always seem to be busy but never seem to build momentum

If any one of those thoughts has crossed your mind lately, then this seminar is specifically designed for you.

In this 60 minute session, you will learn 3 Keys that will enable you to:

- Get to the most important things every day, even working fewer hours
- Never be railroaded by interruptions, distractions, and ineffective processes in your business
- Never get side-tracked with things that aren't as important or urgent as they seem
- Be energized and build momentum every day
- Get more done in less time

Member rate: FREE
Non-member rate: $35

Registration

WEBINAR: HATS OFF NOMINATION INFORMATION SESSION

Presenter: Charlotte Gill
July 10, 2018 1:00 - 1:45 pm

Join us for a live information session to learn about the 2 new award categories and for tips on your Hats Off Nonprofit Awards nominations. Based on feedback from last year's judges, these tips will help you provide a standout nomination for the 2018 Hats Off Nonprofit Awards. Nomination forms close August 10th at 5pm.

Member rate: FREE
Non-member rate: FREE

Registration

LEARNING LAB: EXCEL LEVEL ONE

Presenter: Diane Henderson
July 11, 2018 9:00 am- 4:00 pm

Microsoft Excel is a must know program for anyone that tracks and reports data. In this one-day workshop, you will learn the basics of creating, modifying and formatting worksheets. You will also learn to use basic formulas and functions to analyze and understand data.

Member rate: $150
Non-member rate: $179

WEBINAR: BE FOUND - THE SECRETS OF SEO FOR NONPROFITS

Presenter: Jay Wilkinson
July 12, 2018 10:30 - 11:30 am

Everyone wants to be found. Your website is no exception. In this session, we will share best practices of nonprofits that are experts at driving traffic to their websites and review the tools you should use to maximize your findability. We will cover the basics of search engines, why they matter, and the tools every nonprofit should use. We will also outline the 6 steps to mastering SEO:

1. Keyword research
2. Website optimization
3. Link building
4. Fresh content
5. Landing pages
6. Analytics

Member rate: FREE
Non-member rate: FREE

Registration

LEARNING LAB: POWERPOINT - PRESENTING LIKE A PRO

Presenter: Gina Parsons
July 17, 2018 9:00 am- 12:00 pm

Prerequisite: Advanced knowledge of Microsoft PowerPoint
Classroom: Hands-on Learning
Learning Guide Provided

Registration

Delivering your presentation can be as simple or as complex as you make it. One of the scariest things about giving a presentation is ensuring that the equipment — both hardware and software — functions correctly when you're standing up in front of a live audience. Learn to control a presentation on-screen, jump to different slides, take notes during the meeting and package a presentation to use on another computer.

- Working with Media
- Adding Annotations to Slides
- Working with Hidden Slides
- Recording Slide Timings
- Recording with Voice Narration and Slide Timings (microphones needed)
- Configuring Advanced Presentation Formats
- Presenting Online
- Packing a Presentation

Member rate: $59.99
Non-member rate: $64.99

Registration

PERSONALIZED GRANT SUPPORT

Presenter: Charlotte Gill
July 18, 2018 10:30 - 11:30 am

Are you just beginning your organization's grant-seeking journey? Looking for guidance researching foundations? Need another set of eyes on that proposal? Maybe you are new to grant writing and not sure where to begin? Sign up for one hour of customized one-on-one support with our development expert.

Member rate: FREE
Non-member rate: $45

Become A Member of Nonprofits First

Members of Nonprofits First enjoy exclusive benefits designed to increase your capacity to serve the needs of your clients. In addition to the cost saving opportunities on all Nonprofits First services, members are part of a community of nonprofit professionals with a demonstrated commitment to the continued strengthening of our industry.

JOIN NOW
Become a new member

WEBINAR: SPECIAL EVENTS SERIES SESSION 3 OF 3 - LEGAL ASPECTS OF FUNDRAISING

Presenter: John Foley, Esq.
July 18, 2018 10:00 am - 12:00 pm

Nonprofit organizations are always looking for ways to increase revenue and solicit more funds. The question is: Are the rules being followed? Florida has very specific rules regarding fundraising activities and serious penalties for violations. Join us for this informative webinar on the state and federal (IRS) rules for nonprofit fundraising and solicitation of donations.

Registration

Member rate: FREE
Non-member rate: $35

SIX STEPS TO MAXIMIZE YOUR PRODUCTIVITY WITH TECHNOLOGY

Presenter: Christina Lambert
July 19, 2018 1:00 - 2:00 pm

Today's professionals are busier than ever before. The average person receives hundreds of emails per day and it is only increasing. Implementing a system to organize and take control of your inbox, action items, meetings, and notes is essential to minimizing the potential for mistakes and increasing productivity.

Registration

Learn the basics of gaining control of your day through an interactive demonstration with Christina Lambert, digital productivity strategist for Productive Power. Christina provides actionable techniques for reducing the number of incoming emails, converting emails to action, and streamlining daily processes to save time.

Member rate: FREE
Non-member rate: $35

MEMBERSHIP ORIENTATION

Presenter: Shari J. Hanglan
July 20, 2018 11:00 am - 12:00 pm

Being a member of Nonprofits First provides a wealth of resources and tools. Existing members are invited to review member benefits and how to take advantage of them. New members are invited to an introduction on maximizing your benefits. Curious about membership? Join us for more information.

Members: FREE
Non-members: FREE

Registration

CRITICAL THINKING

Presenter: Karen Erren
July 26, 2018 1:30 - 3:00 pm

Come learn how to create a culture of excellence through the six steps of critical thinking.

Member rate: FREE
Non-member rate: $35

Registration

Registration

LEARNING LAB: MICROSOFT ONENOTE

Presenter: Diane Henderson
July 31, 2018 9:00 am- 12:00 pm

Microsoft OneNote lets you create and store notes in a convenient location, enabling you to find and use them simply. The organizational power of OneNote is essential to maintaining productivity.

Microsoft OneNote Class will cover:

- The Microsoft OneNote interface
- How to create a simple notebook
- How to create notes
- How to organize content and search for information in a OneNote notebook
- Integration of OneNote with other applications
- Using OneNote to share notes with other people

Member rate: $59
Non-member rate: $69

501(c)Jobs

Looking for a job in the nonprofit sector? Visit www.501cjobs.org to view job postings, submit an application, and attach your resume.

PERSONALIZED GRANT SUPPORT

Presenter: Charlotte Gill
August 1, 2018 10:30 am - 11:30 am

Are you just beginning your organization's grant-seeking journey? Looking for guidance researching foundations? Need another set of eyes on that proposal? Maybe you are new to grant writing and not sure where to begin? Sign up for one hour of customized one-on-one support with our development expert.

Registration

Member rate: FREE
Non-member rate: $45

ENNEAGRAM FOR LEADERS

Presenter: Aimee Bernstein
August 1, 2018 9:00 am - 12:00 pm

The Enneagram is an extraordinarily accurate tool for self-knowledge. It gives you a clear picture of how you presently function and reveals the heights that you are capable of achieving.

Personal Value: This program is for you if.....

- You are tired of repeating the same behaviors and getting the same results.
- You keep attracting people and situations that hurt or disappoint you.
- You have difficulty understanding and communicating with your friends, family or colleagues.
- You want to revoke the power of your less effective habits and build on your strengths.
- Your current level of success is not enough—you want more!
- You are ready to discover the next best version of who you truly are.

Registration

Member Rate: $88
Non-member Rate: $100

MEMBERSHIP ORIENTATION

Presenter: Shari J. Hanglan
August 3, 2018 11:00 am - 12:00 pm

Being a member of Nonprofits First provides a wealth of resources and tools. Existing members are invited to review member benefits and how to take advantage of them. New members are invited to an introduction on maximizing your benefits. Curious about membership? Join us for more information.

Registration

Members: FREE
Non-members: FREE

QUICKBOOKS MADE EASY

Presenter: Gregg S. Bossen, CPA
August 23, 2018 9:00 am - 4:30 pm

Generously hosted at the Literacy Coalition of Palm Beach County

Part 1:
Essentials only: *9 AM – 1 PM*
$129

Registration

Part 2:
Beyond the Essentials only: *1:30 – 4:30 PM*
$119

Part 1 & 2:
9 AM - 4:30 PM
$169

Nonprofits First is bringing Quickbooks Made Easy to our area for a one-day, industry specific training. This course is designed for nonprofit professionals new to QuickBooks, as well as advanced Desktop users.

MOTIVATE YOUR DONORS TO GIVE

Presenter: Jeremy D. Morse
August 30, 2018 1:00 - 4:00 pm

Participants will learn key fundraising strategies that motivate individuals to act on behalf of a cause. The workshop will provide detailed instruction on how to communicate mission in a way that connects emotionally with potential donors. Participants will explore these concepts using practical exercises and will learn how to develop effective messaging for their own causes. These communication strategies will ensure fundraising campaigns produce results.

Registration

Member rate: FREE
Non-member rate: $35

NonprofitsFirst

(561) 214-7435 | Nonprofitsfirst.org

Nonprofits First | 1818 S Australian Avenue, #450, West Palm Beach, FL 33409

Unsubscribe updates@gladesinitiative.org

Update Profile | About our service provider

Sent by shanglan@nonprofitsfirst.org