

# Establishing solid foundations

Foundations of Directorship



# The nuts-and-bolts of governance

Fulfilling the duties of a director requires a strong understanding of the principles of governance, financial acumen and a discerning grasp of risk and strategy.

Build your skills and gain confidence in your knowledge with our *Foundations of Directorship* program.

The complete program encompasses the essential duties and responsibilities of directors in three one-day courses:

- Governance for Directors
- Finance for Directors
- Strategy and Risk for Directors

Designed with busy executives and directors in mind, the *Foundations of Directorship* program is flexible; you can complete each course as a stand-alone undertaking or as a set.

Whether you are starting out your directorship career, stepping up as an executive, or looking to enhance your existing knowledge, set yourself on the right path with our *Foundations of Directorship* program.

## How will you benefit?

- Upon completion of this program you will be able to:
  - Explain the purpose and essential features of corporate governance
  - Identify the role and key functions of the board and its directors, directors' rights, and their associated liabilities and protections
  - Explain how to make an informed decision when considering joining a board
  - Outline the duties of directors with regards to financial statements and systems
- Interpret the key financial statements of an organisation
- Discuss a director's role in formulating, implementing and monitoring strategy and how to establish and manage key strategic planning frameworks
- Illustrate a director's role in identifying, assessing and managing risk and discuss risk avoidance, risk culture and risk appetite

“I now feel I am on my personal journey of career development supported well and truly by the Australian Institute of Company Directors.”

Jayne Walsh MAICD

Foundations of Directorship program participant

### What can you expect?

Over six comprehensive sessions delivered across three one-day courses, *Foundations of Directorship* will cover:

#### 1. Governance for Directors

- The Role of the Director and the Board
- Introduction to Board Meetings and Governance

#### 2. Finance for Directors

- Introduction to Financial Statements for Directors
- Assessing Financial Performance for Directors

#### 3. Strategy and Risk for Directors

- Introduction to the Strategic Role of the Director
- Risk: Issues for Directors

### Who should attend?

The *Foundations of Directorship* program is suitable for new and aspiring directors, senior executives and managers.

We have a range of offerings designed to meet your professional development needs and support you at each stage of your directorship journey. The Foundations of Directorship program is in the starting phase of the AICD professional development pathway.

### How is the program delivered?

This program is led by expert facilitators, with real-world governance and directorship experience and the ability to create an interactive and unique learning environment.

Participants will benefit from a series of short activities, realistic case studies, and facilitated discussions.

### DPD units and assessment

Attendance at each one-day course will earn you 10 DPD units. The total for the complete program is 30 DPD units.

Upon completion of each course you can undertake an optional assessment task. Be rewarded for your commitment and time, and embed your knowledge with the *Foundations of Directorship* Certificate and five additional DPD units.

### Upcoming course dates

Programs are held throughout the year in capital cities and regional areas around Australia. For more information on program and individual course dates, locations, fees and enrolment, please contact your state office or visit [companydirectors.com.au/fod](http://companydirectors.com.au/fod)

# Flexible learning

The flexibility of the Foundations of Directorship program enables you to complete each course as a stand-alone undertaking or as a set, in the order that best suits your schedule.

## Governance for Directors

Directors, senior executives and managers play a critical role in the governance of an organisation. It is imperative that you have a sound understanding and appreciation for the director's role in monitoring performance, driving goals and meeting compliance obligations.

Governance for Directors examines the duties and responsibilities of directors and the board.

Gain insights into leadership, the rights of directors and the boardroom environment.

Governance for Directors comprises two sessions:

- The Role of the Director and the Board
- Introduction to Board Meetings and Governance

**Course length:** One-day

**DPD:** 10 units

## Finance for Directors

The board's role is crucial to the financial health of an organisation. Whether you are a director or you report to the board – it is essential that you are confident in your understanding of key financial indicators, and are able to make sound financial decisions.

Finance for Directors will provide you with the skills to interpret and assess the three main types of financial statements – balance sheet, income (profit and loss) and cash flow – to identify what information is required to drive board decisions.

Finance for Directors comprises two sessions:

- Introduction to Financial Statements for Directors
- Assessing Financial Performance for Directors

**Course length:** One-day

**DPD:** 10 units

## Strategy and Risk for Directors

The performance of your organisation is largely driven by effective strategy and risk management.

The Strategy and Risk for Directors course explores the director's role in identifying, formulating and monitoring an organisation's strategy and risk appetite.

Strategy and Risk for Directors comprises two sessions:

- Introduction to the Strategic Role of the Director
- Risk: Issues for Directors

**Course length:** One-day

**DPD:** 10 units

“I now have a tool kit to utilise in the future and fundamental skills to take with me on my journey as a director.”

Darren Gibbins

Foundations of Directorship program participant

“Many people have aspirations to become a company director.

I consider the *Foundations of Directorship* program an essential launch pad to make such aspirations a reality.”

Adrian Richardson MAICD

Foundations of Directorship program participant



### Looking for something specific?

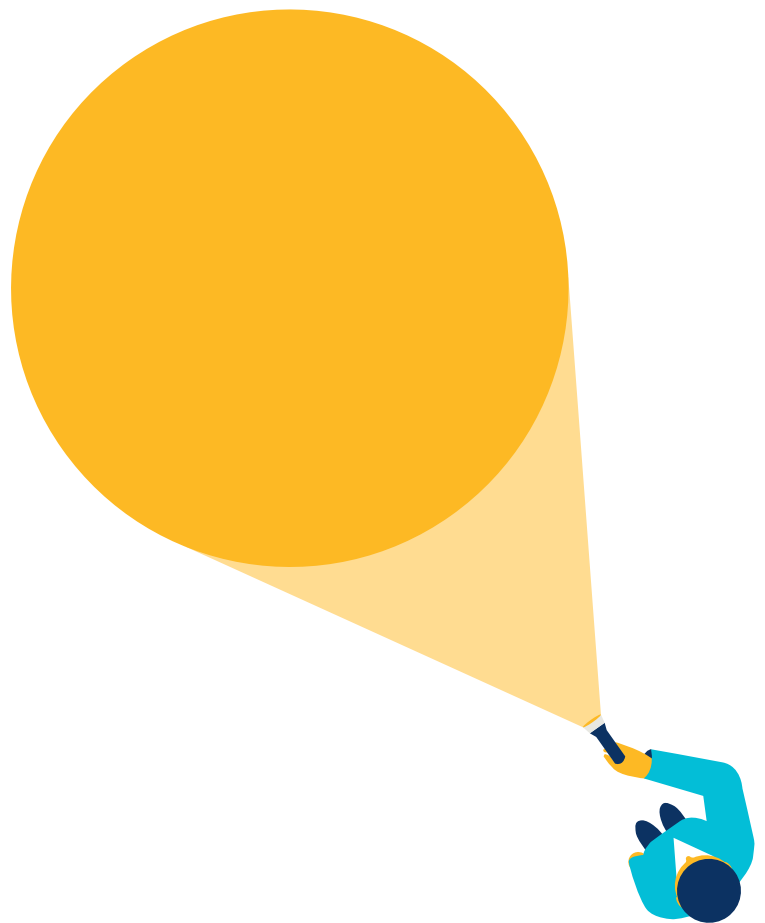
We offer sector-specific *Foundations of Directorship* programs designed to meet your specific needs. This includes programs customised for international, Indigenous, local government, public and sports sector.

We have extended our range of services to better support your board and your business through delivery of tailored in-house board and executive development solutions.

For more information about our specialised and in-house programs please visit [companydirectors.com.au/board-and-executive-services](https://companydirectors.com.au/board-and-executive-services) or contact us **1300 739 119**.

### Our specialised courses

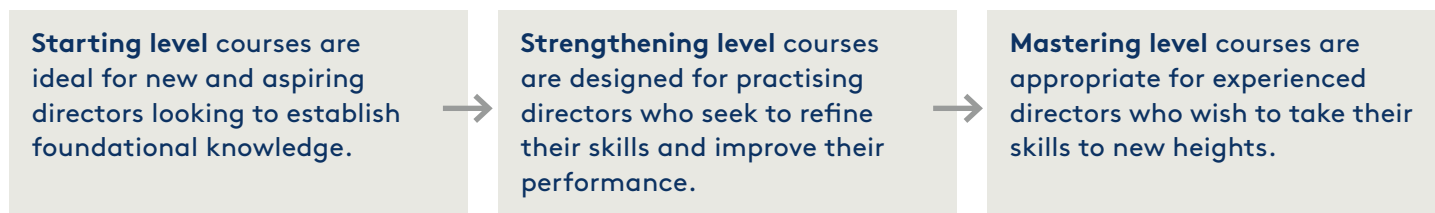
- International Foundations of Directorship
- Governance Essentials for Local Government
- Governance Foundations for Not-for-Profit Directors
- Sports Governance Program
- Foundations of Directorship for the Public Sector (in-house only)
- Indigenous Governance Program (in-house only)



# Your pathway

## Professional development pathway

We have a range of offerings designed to meet your development needs at each stage of your director journey. The diagram below illustrates where this course fits within our wider education portfolio and can be used to help you create a personalised development pathway that meets your director aspirations.



### Foundations of Directorship

This program is starting level, making it ideal for those new to directorship or senior executives seeking a basic understanding of the duties and responsibilities of directors. Forming part of the Core in the Company Directors Corporate Governance Framework, this program will provide you with overarching learning in the critical elements of directorship.





For more information or to enrol please contact

**t:** 1300 739 119

**e:** [contact@aicd.com.au](mailto:contact@aicd.com.au)

[companydirectors.com.au/fod](http://companydirectors.com.au/fod)

---