



### Workshop on Leadership and Management of Non-Profit and Public Organizations

May 26 – 30, 2025, 1<sup>st</sup> Run: Lagos & Port Harcourt

November 17 – 21, 2025, 2<sup>nd</sup> Run: Lagos & Abuja

**For Tutor -Led Class:** 9am – 4:30pm

**Workshop fee:** N300, 000 per Participant

**For online:** Delivery via Zoom

**Online course fee:** N250, 000 per Participant

**Available for In-plant Training**

**700 U\$D for foreign  
Participants**

#### Program overview:

This course provides a comprehensive examination of the unique challenges and opportunities involved in leading and managing non-profit and public organizations. Participants will explore theoretical frameworks, practical strategies, and case studies to develop their understanding and skills in effective leadership and management within these sectors.

This program integrates leadership and management principles to equip participants with the skills needed to navigate the unique challenges of mission-driven organizations.

Participants will be equipped with the knowledge, skills, and insights necessary to effectively lead and manage non-profit and public organizations in today's dynamic and complex environment using effective governance, strategic planning, and ethical leadership.

#### For whom:

This course is designed for leaders and managers in non-profit organizations, public agencies, NGOs, and related sectors, as well as individuals interested in understanding the unique challenges and strategies of leadership in the non-profit and public realm.

#### Learning objectives:

At the end of the program, participants will be able to:

- gain insights into the distinctive features, challenges, and opportunities of non-profit and public organizations.
- develop leadership skills tailored to the values and goals of non-profit and public organizations.
- learn strategic planning techniques and explore governance models to enhance organizational effectiveness.
- develop financial management principles specific to non-profits, including fundraising and resource mobilization.
- foster relationships with diverse stakeholders and master collaboration strategies within the non-profit and public sectors.
- cultivate ethical leadership practices and understand how non-profit and public organizations can drive positive social impact.

#### Course Outline:

##### Day 1: Module 1: Introduction to Non-Profit and Public Organizations

- Understanding the Non-Profit Sector
- Overview of Public Organizations
- Key Differences from For-Profit Entities

##### Module 2: Leadership Theories and Styles

- Theoretical Foundations of Leadership
- Leadership Styles and Their Application in Non-Profit and Public Settings
- Case Studies: Effective Leadership in Non-Profit Organizations

##### Day 2: Module 1: Governance and Ethics

- Governance Structures in Non-Profit and Public Organizations

Human Capital Associates Global Consult Ltd is Accredited by Nigeria Council for Management Development (NCMD)

Lagos: Human Capital Associates Global Consult Ltd: Acme House 2nd Floor, Ogba Industrial Scheme, Ogba, Ikeja – Lagos

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24/7 Lines: +234-8068933608 (WhatsApp), +234-8029170491 & +234-8145745664(WhatsApp) & +234-9112830607

- Legal and Ethical Issues
- Board Management and Stakeholder Relations

**Module 2: Strategic Planning and Management**

- Strategic Planning Processes
- Mission, Vision, and Values Alignment
- Implementing Strategic Plans in Resource-Limited Environments

**Day 3: Module 1: Financial Management and Fundraising Strategies**

- Budgeting and Financial Planning
- Fundraising Techniques and Revenue Diversification
- Financial Sustainability in Non-Profit Organizations

**Module 2: Human Resource Management**

- Recruitment and Retention Strategies
- Volunteer Management
- Performance Evaluation and Professional Development

**Day 4: Module 1: Collaboration and Partnerships**

- Building Effective Partnerships
- Collaborative Leadership Practices
- Advocacy and Coalition Building

**Module 2: Communication and Public Relations**

- Internal and External Communication Strategies
- Branding and Marketing for Non-Profit Organizations
- Crisis Communication and Reputation Management

**Day 5: Module 1: Innovation and Change Management**

- Promoting Innovation in Non-Profit and Public Organizations
- Managing Organizational Change
- Case Studies: Successful Change Initiatives

**Module 2: Evaluation, Impact Assessment, and Reporting**

- Monitoring and Evaluation Techniques
- Assessing Organizational Impact
- Reporting to Stakeholders and Donors
- Best Practices in Leadership and Management

**LOCATIONS**

1 - HCA Learning Centre. Acme House 2nd Floor, 23, Acme Road, Ogba, Industrial Scheme, Ikeja, Lagos, Nigeria

2 - Pearls Learning Hub, Plot 756, Opposite Divine Hand of God Ministry, Area 1, Garki, Abuja.

3 – Pakiri hotel Ltd., 4 Okwuruola Street, off Stadium Road, Rumuola, Port Harcourt, Rivers State.

**Open Course Fee: N300, 000**

In-plant Fee Negotiable

**WORKSHOP FEE:**

**N300, 000 per participant, VAT –N22, 500**

Note: this covers Workshop Fee, Tea/coffee break, Lunch, course materials and certificate of attendance.

Payment should be made into our Accounts:

Account Name: Human Capital Associates Global Consult Ltd.

Union Bank of Nig. PLC: Account No: 0097961537

First Bank of Nig. PLC: Account No: 2033683960

Keystone Bank Ltd.: Account No: 1007150325

**For Booking / Enquiry, Call: 234-8051365946, 234-7087578814**

**24/7 Lines: 234-8068933608, 234-8029170491, 234-8145745664, & 234-9112830607**

**Training Methodology:** Lectures, discussions, exercises, case studies, audio-visual aids will be used to reinforce these teachings/learning methods.

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