

Team Skills for Boards

The following details a brief outline of the objective of the course, who should attend, general comments on the course, length of course, and the course content.

Objective

To increase the skills and competence of Boards as teams dealing with Chairing of sub and ad hoc committees, post analysis and evaluation, induction of new board members and dealing with disaster and high corporate distress situations.

Outcome

At the end of the course a successful participant will:

- Have an understanding and learning experience in chairing skills appropriate to sub committees and ad hoc committees of the Board;
- Be capable of joining with other members of the Board, as a team, in providing induction programmes for new board members and senior management;
- Be capable of participating with the Board in undertaking post analysis of projects and self evaluation of board process and performance; and,
- Be capable of participating with the board as a team in managing adverse corporate outcomes, financial stress situations and corporate value threat situations.

Who should attend?

This course is aimed at boards as teams, and individuals as participating members of boards as teams. Suitable for individual directors and even more relevant to entire boards and sub groups of boards.

Note: this course may also be of value to newly appointed developing Directors who have been in the role for less than 2 years.

General Comments

The most effective boards operate as teams with a high level of inter changeability and processes which make use of individual skills in an integrated fashion. This demands skills in chairing, self evaluation as a team and in inducting new members into the team which is the Board.

Typically, the board as team comes under the greatest stress and the threat to value is greatest when crisis or impending crisis situations develop. Specific training to develop these team and individual skills offers strong scope for sound risk management.

Length of Course

A two day course

Content

Sessions will cover:

- *Function and Purpose of Chairs*
The module covers the skills required and the direct and indirect legal implications of being a Chair either of a standing or an ad hoc committee of a board.

- *Induction Practice*
This module covers the content and process issues which a board must provide for newly appointed directors, how an induction programme should be set up, expectations of management and provision of resources for new directors.
- *Evaluation and Post Analysis*
This module covers the main techniques and processes to be used in Board evaluation, how to interpret results and amend board activity programmes and processes. The Post Analysis work covers after the event assessment of projects.
- *Board Crisis Management*
This module discusses the appropriate board responses to crisis situations and includes legal obligations, shareholder communication, public market communications issues, handling staff and senior management and disaster recovery planning.