

# **Rozsa Admin Fundamentals Training - ONLINE**

An introduction to the fundamentals of arts administration.

We recognize that there are many paths into arts administration. Some may enter the field as a practicing artist, a volunteer in an arts organization, or as a passionate supporter of the arts. Wherever you are coming from – the RAFT program is for those who have recently started working or volunteering (less than 3 years) in an arts organization and are looking to build their knowledge and skill set in arts administration.

Participants will take part in a fictional case-study story with dialogue, activities, discussions, role-playing, and a small group presentation. Topics covered include organizational structure, board and staff relations, financial statements, strategic planning, and project planning.

#### LEARNING OUTCOMES

# Upon completion participants will be able to:

- Explain the real-life challenges and opportunities of being an arts organization.
- Review a Non-Profit financial statement.
- Evaluate an organization's mission, vision, and value statements.
- Identify the main components that make up a strategic plan.
- Discuss the importance of doing evaluations.
- Construct a project plan based on answering the questions who, what, where, when, why and how much.

#### RAFT will be facilitated by Toyin Oladele and Kodie Rollan

APPLY ONLINE NOW! rozsafoundation.org/raft

Have questions? Contact Ainsley Soutiere, Programs and Events Manager at: admin@rozsafoundation.org.

# THE DETAILS

#### **DATES**

RAFT will offered twice in the spring of 2022:

**May** (*virtually*, over 8 sessions):

Tuesday, May 3

Thursday, May 5

Tuesday, May 10

Thursday, May 12

Tuesday, May 17

Thursday, May 19

Tuesday, May 24

Thursday, May 26

## TIME

6:00 - 8:30pm

**June** (in-person, over 2 sessions):

Friday, June 24

Saturday, June 25

#### TIME

10:00am - 4:30pm

# **COST**

# Tuition is \$100/person.



The Rozsa Foundation values equity, diversity and inclusion in our programs. We welcome and encourage applications for the Rozsa Admin Fundamentals Training (RAFT) from arts leaders who identify as 2SLGBTQQIA+ (Two Spirit, Lesbian, Gay, Bisexual, Transgender, Queer, Questioning, Intersex, Asexual, + other sexual or gender minority identities), Indigenous people, Persons of Colour, New Canadians, Deaf Persons, Persons with Disabilities, and Persons Living with Mental Illness.