



Custom Training for Members

These are the topics we offer for custom training. Each topic can be customized to meet the priorities of your organization. We do not offer topics outside of this list.

Staff Supervision, Management and Organizational Development:

- Effective Staff Supervision
- Staff Orientation and Onboarding
- Building an Organizational Culture to Retain Staff
- Operational Procedures + Optimizing Operations
- How to Give Feedback
- Goal Setting + Expectation Setting
- Performance Management
- Project Management
- Supervision Meetings
- Strategic Planning

Fundraising:

- Creating a Fundraising Plan
- Planned Giving
- Cultivating and Stewarding Donors
- Campaign Planning
- Training Volunteers on Fundraising

Program Management:

- Program Design and Development
- Program Management
- Scaling and Replicating Programs

Training and Facilitation:

- Lead Effective Meetings
- Foundational Principles of Training and Facilitation
- Trauma Informed Facilitation
- Instructional Design
- How to Design Trainings
- Adult Learning Principles
- How to Lead Better Trainings & Meetings
- Curriculum Design + Instructional Design
- Online Facilitation
- Train the Trainer

Volunteer Management:

- Volunteer Management
- Recruitment and Retention
- Managing Difficult Volunteers
- Volunteer and Leadership Committees
- Supervising Highly Skilled Volunteers



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Custom trainings are available in the following length and structure:**Option 1: \$1,500**

- Virtual (via Zoom)
- One 75-minute training session

Option 2: \$2,900

- Virtual (via Zoom)
- Two 90-minute training sessions
- Can be done at any point in a calendar year

Time Frames of Training:

Custom trainings are conducted Monday through Friday between the hours of 10 am ET to 5 pm ET. Any custom training conducted outside of these hours is an additional \$250.

How To Request a Custom Training:

Any custom training requires at least 8 weeks advance notification to choose and coordinate a date and manage the pre-planning logistics. You can have a [1:1 meeting](#) to learn more about custom training options. Please [click here](#) to set up a meeting if you have questions, or email us at program@nonprofitlearninglab.org.

Custom Training Includes:

- Completion of a request for custom training
- 1:1 preparation meeting with Nonprofit Learning Lab and the lead contact from your organization. The lead contact ideally also participates in the training.
- Specialized design of the training for group based on the topics listed and the 1:1 prep meeting with the point of contact from your organization
- Pre-survey to participants to understand needs, goals and priorities
- Setup and use of Nonprofit Learning Lab's Zoom account for training.
- Tech support to manage the training
- Materials, slides and recordings of the custom live training
- Evaluation

How to Participate in a Custom Training:

Our custom training is conducted live via zoom. It is easiest for each participant to be in front of their own computer during the training with the ability to be on camera and unmuted.

Content, Purpose and Goal of Your Training:

The organization requesting a custom training is responsible for choosing the content and purpose of the training. Review the first page of this document to determine what you want covered during the custom training. The length of the training you choose is going to determine the amount of content that can be covered in the allotted time.

