



Risk training for charities

Bringing your risk registers to life

Charities have been undertaking risk assessment for some years now, but risk management processes can become bureaucratic and dull. Risk management should not be a stand-alone activity that is carried out once a year to just tick the right boxes. Our training will bring risk management processes to life and help you to integrate risk into everyday management processes, saving time and improving the quality.

We all have our own understanding of risk and mostly we have different perceptions of what is high risk. A skilled professional trainer, bringing in-depth understanding of the charity sector, will design and deliver a customised training programme that incorporates your specific requirements and is tailored to the way your organisation works. This can be one session or a series of sessions forming part of a programme.

Topics we can cover

- Risk policy
- Strategic risks
- Operational risks and controls
- Decision-making using risk information
- Assurance and internal audit
- Innovation and change
- Building appropriate risk cultures
- Practical tools to manage reputational risk
- DIY internal audit tools

Sayer Vincent are experienced trainers and run courses for many organisations in the not-for-profit sector. With 30 years' experience in the charity sector, we have practical knowledge of the issues you face.

We also provide external audit, internal audit and advice services to charities, schools, arts organisations and social enterprises, using a collaborative and user-friendly approach.

Outcomes from finance training

Outcomes will be dependent on the objectives of the training, which will be agreed in advance. Outcomes may include:

- Demonstration that you are focussing on what the risks **really** are
- Understanding of how to respond to risks in a **proportionate** way
- Transparent acknowledgement that some risks may be **accepted** rather than managed.
- Better quality decision making
- Increased awareness of how to increase your chances of success
- Understanding of how risks are managed and an awareness of areas that have less robust assurance processes in place



"Working with Sayer Vincent has helped us to realise that risk management is a useful management tool, not just a matter of compliance. We now have a strategic risk register which we review every six months and a practical approach to operational risks which is effective at the day-to-day level."

Sara Clarke, Chief Executive, JLiving

Getting started

- Following our initial contact with you, we will discuss your particular challenges, the aims of the training and possible solutions. We then draw up an outline programme of the training, including content, approach and costs, and agree this with you.
- You may wish us to help with an initial assessment of your current risk management approach as a first stage in the process. We can use this to suggest improvements and develop a training programme.
- As part of the preparation, we look at examples of your risk registers and guidance notes
- We need to agree with you where you most want the training and how you would like to structure it
- We then create relevant materials and scenarios to be used as part of the training, and send them to you for feedback and approval
- We carry out the training at your organisation. Our approach is very participative, using a workshop style, and is ideally suited to training in small groups. Participants receive hand-outs during the training which they can use and refer to afterwards.
- Participants complete evaluation forms and we feedback and evaluate the results of the training with you

Fees

In-house training fees start from £750+ VAT for a two-hour session. We can tailor programmes to your needs and fees are agreed in advance. We provide all materials including booklets from our made simple series as appropriate.

Contact Sayer Vincent at svinfo@sayervincent.co.uk or call 020 7841 6360 to find out more and discuss your needs.

How we do it

Sayer Vincent's approach is different to training companies or colleges offering generic risk management courses. We plan and tailor our training to meet your specific needs:

- We can bring your existing risk management processes into the training and bring them to life by using them as case study material
- We adapt worksheets, templates and tools to fit your organisation, using terminology your people will recognise
- We devise practical exercises and group activities to promote discussion and participation
- We work on your strategy and risks so that you come away with outputs you can develop further and use
- We can follow up with one to one coaching for individual managers
- We can help your team to formulate risk policies and guidance for future reference
- We can help you to map your assurance activities

All our training is based on an action-learning approach. Sessions can be run in small groups. We can also provide one-to-one coaching and support.

Sayer Vincent LLP

Chartered accountants and statutory auditors

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