

Course Name

Operational Management of NGOs

Financial Management

Course Overview

This course equips professionals working in non-governmental organizations (NGOs) with an understanding of NGO Financial Management within the Lebanese context. With this course learners will be able to recognize how to plan, implement, control, and make corrective action in the NGO Financial Management aspect.

Course Objectives

This course is perfect for NGO staff involved in program planning, implementation and support. It covers all the skills needed to set up strong finance systems and procedures, create project budgets, keep basic accounts, and prepare and read financial reports.

Who Should Attend

This course is primarily aimed at staff in small to medium-sized NGOs who are involved in program implementation and/or the management and control of financial resources.

It is designed specifically for:

- Non-financial managers and officers who want to improve practice in financial planning, control and reporting, and
- Finance officers interested in developing their financial management skills and knowledge to improve finance systems and support for program staff

Course Duration

2 days

Course Outline

All NGO staff have an important role to play in ensuring effective and proper use of financial resources during program implementation.

During this course, you will learn the key principles of good financial management and how to apply them in your workplace.

Designed in a highly participatory style, this course will build your skills and confidence in how to:

- Integrate good financial management systems into operations management
- Manage and control financial resources more efficiently and effectively



- During the course participants will gain the knowledge and skills needed for the FMD Pro 1 certification examination.