



# NEWS AND VIEWS

JANUARY, 2008

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# Financial Analysis and Planning for Non-Financial Managers

Alberta Community and Co-operative Association

Date: February 22 and 23, 2008

Time: February 22: 7 to 10 pm  
February 23: 9 am to 4 pm

Cost: \$385 + gst Members  
\$435 + gst Non-Members

Location: Executive Royal Inn  
2828 – 23 Street NE, Calgary

**Registration Deadline  
February 15, 2008**

Lunch, snacks and all instructional materials will be included in the cost of the workshop.



## To Register:

Please contact our office at  
780.963.3766.

Information is also available on  
our website at [www.acca.coop](http://www.acca.coop).  
Click on Events Calendar.

**HURRY ... spaces are limited.**

## Workshop Overview

- Understanding budgets and their role in internal control
- Understanding the key information contained in financial statements and statement relationships
- Identifying sources and uses of cash
- Calculating ratios for liquidity, return on equity and return on investment
- Discovering aids to financial decision-making and comparison



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# Parliamentary Procedures

Alberta Community and Co-operative Association

Date: March 1, 2008

Time: 9 am to 4 pm

Cost: \$450 + gst Members  
\$500 + gst Non-Members

Location: Executive Royal Inn  
2828 – 23 Street NE, Calgary

**Registration Deadline  
February 22, 2008**

Lunch, snacks and all instructional materials will be included in the cost of the workshop.



## **To Register:**

Please contact our office at  
780.963.3766.

Information is also available on  
our website at [www.acca.coop](http://www.acca.coop).  
Click on Events Calendar.

**HURRY ... spaces are limited.**

## **Workshop Overview**

- *What are the different types of motions and when to use them*
- *How to know which motion gets priority*
- *How to make motions and debate them*
- *How to amend a motion*
- *How to amend an amendment*

*Participants should be prepared to participate in an intense learning session.*



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## 2008 Summer Co-operative Youth Program

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We are hard at work preparing for the 2008 ACCA Summer Co-operative Youth Program. We are excited to announce the launch of our **NEW Pre-Teen Program** for participants in grades six and seven along with our regular Teen, Youth and Grad Programs. Brochures containing information and registration for these programs will be available at the end of January. Additional information regarding these programs can be found on our website at [www.acca.coop](http://www.acca.coop).

### Summer Volunteer Staff

The 2008 Staff Training will take place from May 1-4, 2008 at the Goldeye Centre. Registration packages and information will be available at the end of January. Additional information can also be found on our website.

### Program Assistant/ Lifeguard Job Opportunity

We will be hiring a Program Assistant/Lifeguard for our Summer Co-operative Youth Program for the period from April 28 to August 22, 2008. Job location from April 28-June 25, 2008 will take place at our office in Stony Plain. The person hired will work at the ACCA office in Stony Plain from April 28 to August 3 and will then move to the Goldeye Centre for the period of August 3 to August 22. For more information and to see the complete Program Assistant/Lifeguard Advertisement, please see our website at [www.acca.coop](http://www.acca.coop). Please help us by distributing this ad where youth over the age of 21 will be able to access it.



### Summer Food Challenge

The Alberta Community and Co-operative Association Co-operative Youth Program is pleased to announce the winner of the 2007 Summer Food Challenge. We are proud of all the programs that took part in participating in this challenge for their efforts in helping keep wastes to a minimum. The **Grad Program** completed the challenge most successfully with only 0.026 lbs of waste per person. Grad participants along with the staff will each receive a custom made 2008 Calendar filled with pictures from their program.

## Alberta Central CEO Appointment

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The board of directors of Credit Union Central Alberta Ltd. is pleased to announce the appointment of Graham Wetter to the position of President and CEO of Alberta Central. The appointment will be effective January 1, 2008.

The chair of Alberta Central's Board, Penny Reeves, said, "The appointment follows the completion of a national search process. The board is confident in Graham Wetter's capabilities to lead Alberta Central in supporting the growth of the Alberta credit union system and in fostering the environment of innovation and service quality necessary to meet the needs of Alberta credit unions in the future. Graham is well respected in the credit union system in Alberta and nationally, and is an excellent choice to represent our system."

Graham Wetter has most recently served as Senior Vice President and General Counsel with Alberta Central, where he has held a variety of senior management roles during the course of his career. Graham holds Bachelor of Commerce and Law degrees from the University of Calgary and is a member of the Alberta Bar. He has served on a number of credit union system and industry boards and committees, and currently serves on the board of Ethical Funds Inc.

## Current Course Offerings from ACCA

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ACCA is pleased to offer the following courses.

### Financial Analysis and Planning for Non-Financial Managers

#### Learning Objectives

- Understand budgets and their role in internal control
- Understand the key information contained in financial statements and statement relationships
- Identify sources and uses of cash
- Calculate ratios for liquidity, return on equity and return on investment
- Discover aids to financial decision-making and comparison.

#### Date, Time, Location and Price

- February 22, 2008: 6:00 p.m. to 10:00 p.m.
- February 23, 2008: 9:00 a.m. to 4:00 p.m.
- Please note: This is a one and a half day workshop.
- Executive Royal Inn, 2828 – 23 Street NE, Calgary, AB
- Members: \$385 + gst; Non-Members: \$435 + gst

### Parliamentary Procedures

#### Learning Objectives

- The different types of motions and when to use them
- How to know which motion gets priority
- How to make motions and debate them
- How to amend a motion
- How to amend an amendment
- Participants should be prepared to participate in an intense learning session

#### Date, Time, Location and Price

- March 1, 2008, 9:00 a.m. to 4:00 p.m.
- Executive Royal Inn, 2828 - 23 Street NE, Calgary, AB
- Members: \$450 + gst. Non-Members: \$500 + gst

### The Essentials of Board Governance

#### Learning Objectives

- Understand your responsibilities as a Director
- Explore different approaches to governance
- Examine ways to:
  - Pursue future focused board leadership
  - Enhance the board-ownership relationship
  - Delegate effectively to management
  - Develop systems of accountability
  - Improve the board's governance capabilities
  - Recruit effective board members.

#### Date, Time, Location and Price

- March 20 and 21, 2008, 8:30 a.m. to 4:30 p.m.
- Please note: This is a two-day workshop.
- Holiday Inn – Red Deer, 6500- 67th Street 403.342.6567
- Members: \$575 + gst; Non-Members: \$605 + gst

For more information please visit the ACCA website at [www.acca.coop](http://www.acca.coop) or contact the ACCA office at 780-963-3766.

## Summer Program 2008, Program Assistant/Lifeguard Position

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### Wage/Start Date

- \$14.00/hr full-time temporary (40 hours/week) includes holiday pay
- Beginning April 28 – Aug 22, 2008

### Education and Experience

- College and/or university in related Fields: Education, Agriculture, Recreation and Outdoor education.
- A minimum of one year would be an asset but not necessary, will train suitable candidate.

### Minimum Qualifications

- National Lifeguard Service Award (NLS), Standard First Aid (SFA) with Level “C” CPR; must be familiar with Microsoft Office

### Age Requirements

- Must be a minimum of 21 years of age as of June 30, 2008

### Key Responsibility Areas

- You will be required to perform all lifeguard related duties.
- Provide administrative support to all volunteers.
- You must have the ability to work in a large and small group setting and take a leadership role when required. Flexibility with dates is a must!, approachable, able to design, develop and administer educational sessions will also be required.



- The ability to teach canoeing (training will be provided), and instruct proper hiking methods.
- Learn about the financial aspect (i.e. budgets) of this dynamic program.
- Work five days on, two days off during a seven day rotation. Some weekend work will be required.

#### OTHER INFORMATION:

- Job location for the first two months of employment will be at the ACCA Office in Edmonton.
- Camp planning and training courses will take place April 28 – June 25, 2008.
- June 25 – August 22, 2008, you and the Program Co-ordinator will move to Goldeye Centre (8 kilometres west of Nordegg, AB)
- All meals, accommodations, fuel (upon receipt) and the appropriate days off will be provided.

For more information please visit our website at: [www.acca.coop](http://www.acca.coop)

Visit Goldeye's website to view the accommodations and site during the summer:

[www.goldeye.org](http://www.goldeye.org)

Submit resume in confidence to:

Liane Courchesne

Youth Program Co-ordinator

Alberta Community and Co-operative Association

Ph (780) 963-3766 Fax (780) 968-6733

E-mail: [acca@acca.coop](mailto:acca@acca.coop)

**Deadline for Submissions: January 31, 2008**

ACCA News and Views will be published at the beginning of each month. Please submit news items or information you would like to share to [acca@acca.coop](mailto:acca@acca.coop).

If you wish to have your name removed from our subscribers list, please send an email to [acca@acca.coop](mailto:acca@acca.coop).

