



SISTERS OF CHARITY FOUNDATION  
of South Carolina

## Learning Academy

# Ethics at Work: Building a Winning Team

### Philosophy

As good stewards, it is the desire of the Sisters of Charity Foundation of South Carolina to provide a diverse population of nonprofit organizations addressing poverty in South Carolina with the opportunity to expand their skills and knowledge and enhance educational access, while cultivating personal and organizational responsibility and capacity.

The purpose of the Foundation's Learning Academy is to leverage training and educational opportunities for the capacity building needs of multiple nonprofit organizations in the state of South Carolina.

The Learning Academy strives to develop intentional individuals and organizations who are empowered, informed and responsible, provide learning environments that integrate emerging trends and innovation and promote continuous learning.

### Who Should Apply?

This workshop is designed for executive directors, managers, supervisors and staff who are interested in developing and sharpening skills that will enhance their ability to work as a member of a team for the benefit of the entire organization.

### About the Workshop

*Tuesday, August 24 from 10 a.m.-4 p.m.*

*Sisters of Charity Foundation of South Carolina Office*

The highest level of camaraderie, efficiency and productivity of any organization requires teamwork and high ethical standards. This workshop will provide the basic tools to implement ethical standards, enhance working relationships and increase productivity. Whether a new or longstanding nonprofit organization, ethical process require focused attention and contribute significantly to building an effective team. In addition, nonprofits are held to a higher ethical standard than other organizations. Participants will learn how to achieve maximum potential by promoting ethical practices and establishing individual and team goals that promote personal and organizational success.

### About the Facilitator

*Maxine R. Sumpter, M.Ed.*

Maxine R. Sumpter has over 25 years of experience as a nonprofit consultant specializing in training, human resources and grant/proposal writing and reviewing. She also has over 30 years of experience in higher education and government, serving as a college faculty member and department head in the area of career development, and as a deputy human resource director. She holds both a bachelor's degree and a Master of Education from the University of South Carolina, and is a graduate of the South Carolina Executive Institute.

To allow more interaction and learning opportunities, each workshop is limited in size. Participation in the workshop is determined by a selective process. The selection process requires the submission of a completed application form for each person seeking attendance.

Please mail, fax or e-mail your application to Katrina Spigner at the Sisters of Charity Foundation of South Carolina:

2711 Middleburg Drive | Suite 115 | Columbia, SC 29204  
o: 803.254.0230 | f: 803.748.0444 | kspigner@sistersofcharitysc.com

**APPLICATION DEADLINE:  
August 13, 2010**

Applicants will be notified of decisions  
August 16, 2010.



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Name \_\_\_\_\_

Current Position/Title \_\_\_\_\_ Years with Organization \_\_\_\_\_

Organization \_\_\_\_\_ Age of Organization \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ E-mail \_\_\_\_\_

Does your organization have a 501(c)3 nonprofit status?    \_\_\_ Yes    \_\_\_ No

How did you hear about this workshop? \_\_\_\_\_

Brief overview of the work of the organization \_\_\_\_\_

Organization's Mission \_\_\_\_\_

How does your organization (through mission or project) address poverty in South Carolina?

Annual Operating Budget \_\_\_\_\_

What is your organization's greatest need in the area of team skills?

Name two things you or your organization is currently doing to encourage staff to work together.

Describe the ethical standards of your organization.

What specific things would you recommend your organization do to improve its ethical standards?

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