



**SJTI**

St Joseph's  
Theological Institute



## Short Course Title: **Financial Management for Non-Financial Managers**



2019 Winter Break  
Short Course Programme

**FACILITATOR:** Deacon Keeble, CMM.

### About this Course

**Course objective:** To prepare the participants for financial planning, controls and decision-making at the parish and community.

### Who is this course for?

Are you:

- In the Parish Finance Committee?
- A Parish/community administrator or bursar?
- A Treasurer/ Committee member(s) of sodality or any Parish or Deanery group?
- Bursar in your religious community?
- Interested in basic finance and financial matters?

**If, Yes, then this course is for you.**

### What to gain from this course?

*This course shall provide you with basic understanding of:*

- Planning the financial resources of the Parish and the Community (including drawing up Budgets).
- Controlling the financial resources of the Parish and the Community (Income, cash flows and balance sheet statements).
- Using financial information (Income, cash flows and balance sheet statements) to make decision.
- Awarded a Certificate of Attendance.

**Date:** 10 - 12 June 2019

**Duration:** 21 Hours Contact  
**time. 08:30 - 16:00 Mon- Wed**

### **Price:**

R700.00 per Participant.

R650.00 per SJTI Student.

**Lunch Fee:** R180 per person.

Free Teas.

**Venue:** St Joseph's Theological  
Institute, D546, Cedara.

**Bookings contact:** Email:

[admin@sjti.ac.za](mailto:admin@sjti.ac.za) or

Call: 0873538940

### **Payment Details**

**Bank:** First National Bank

**Account Name:**

St Joseph's Theological Institute

**Account Number:** 52530009060

**Branch:** Howick – 220725

**Reference for Individuals:**

Name and Surname – FM19

**Reference for communities:**

Community or Parish name –FM19

For more info go to: [www.sjti.ac.za](http://www.sjti.ac.za)