

July 2017

Capability Statement

Our specialist expertise is directed towards the not-for-profit (NFP) organisation where customer service, efficiency and strategic direction are important. We provide a range of functional area support from advice to full blown planning, including undertaking research and planning, writing action plans, policies, procedures and submissions, facilitating and conducting workshops, providing project management, mentoring staff and writing up specialist training sessions.

The Projects/Problems with which we can assist clients include:

Research and development. This involves researching for submissions and writing against set criteria; policy development and review, including updating and procedure development; preparation for strategic planning and writing the final organisational strategic plan.

Preparation and facilitation of group activities. Our experience in this area is that much of the application is integrated with the research and development work. Workshops are utilised to obtain information, search for options, review processes and enlist support and 'buy-in'. We understand the power of the facilitated group activity and utilise this technique where there will be important and deep long-term benefits for the client.

Introducing change. This category is a logical conclusion from the work in the two categories above. The change management process will be integral to the strategic planning process, the workshop for new ideas and processes, and any new service development being undertaken. This change process has also been applied on an individual basis to employees through a mentoring and job assessment process.

Our client base includes government departments and agencies, local Aboriginal organisations, community based organisations, and NFP community businesses.

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