



# FINANCIAL FUNDAMENTALS FOR OPERATIONAL MANAGERS

ACCOUNTING FOR NON-ACCOUNTANTS

A photograph of a woman in a red and white plaid shirt talking to a man in a black and red jacket. The woman is holding a clipboard and a pen. They are standing outdoors in what appears to be a construction or industrial site, with a blurred background of trees and a red vehicle.

# FINANCIAL FUNDAMENTALS FOR OPERATIONAL MANAGERS

## Accounting for Non-Accountants

*As an operational manager, you do not need to be a financial expert, but you do need sufficient understanding of accounting and financial management to engage confidently with finance staff, fulfil your management obligations and contribute positively to achieving organisational goals.*

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### Course objective

To improve the effectiveness of operational managers by providing them with essential financial management knowledge and skills.

### Target audience

Operational managers with limited exposure to accounting and financial management. The course content has been specifically designed for operational managers, with a mix of basic accounting principles, financial reporting and key operational financial management issues, supported by real world examples.

### Why you should attend

If you are accountable for the financial performance of your operational area, you have a responsibility to ensure you have the financial management skills necessary to perform that role effectively.

Operational managers who can communicate and engage with their finance team, can also leverage greater business benefits from their collective skills and knowledge.

### Course outline

This full-day course starts with an introduction to accounting and basic principles/terminology, works through financial statements and reporting, and then explores a selection of issues relevant to operational managers, including; leave management, budgets and forecasts, and cash management.

### Learning outcomes

- Understand basic accounting principles and terminology.
- Recognise the different types of financial reports, their purpose and limitations.
- Understand key financial management issues relevant to operational managers.
- Develop confidence to engage with accounting and finance professionals.

### Cost

\$600 + GST

Includes comprehensive course notes and catering.

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### Presenter: Mandy Richardson

Mandy is a professional advisory board chair, non-executive director and business advisor, with over 25 years' financial and management experience in public and private companies, government business enterprises, and research institutes. She holds a Bachelor of Commerce, Bachelor of Applied Science (Agriculture) and Graduate Diploma of Environmental Management. Mandy is a Fellow of CPA Australia, Graduate of the Australian Institute of Company Directors and a Certified Advisory Board Chair.

### Enquiries

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