Financial Accountability Trade Unions Training Course

Professional Development Training Course Outline

Category	Trade Unions	**Duration**	5 Days
Base Fee	$1,500 USD	**Delivery Mode**	Online / On-site Hybrid

Course Introduction

The modern labor movement faces intensifying scrutiny regarding fiduciary duty, transparency, and the digitalization of financial management. In an era where regulatory frameworks are becoming increasingly complex, trade unions must move beyond traditional bookkeeping to embrace performance accountability and automated audit trails. Financial Accountability Trade Unions Training Course provides a strategic roadmap for internalizing good governance, ensuring that every cent of membership dues is utilized to strengthen collective bargaining power and organizational sustainability.

By integrating International Financial Reporting Standards (IFRS) with labor-specific internal control systems, participants will learn to mitigate risks such as resource misuse and fraud. The training emphasizes the transition toward digital accounting and real-time financial reporting, fostering a culture of board accountability that directly correlates with membership growth and stakeholder trust

Programme Curriculum

Financial Accountability Trade Unions Training Course

Introduction

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Course Duration

5 Days

Course Objectives

1. Strengthen Fiduciary Oversight
2. Implement Digital Accounting
3. Enhance Regulatory Compliance.
4. Optimize Asset Allocation.
5. Master Forensic Auditing
6. Improve Member Transparency
7. Standardize Financial Reporting.
8. Modernize Internal Controls
9. Leverage Data Analytics
10. Manage Collective Funds
11. Institutionalize Ethical Governance
12. Mitigate Agency Costs.
13. Digitalize Member Services.

Target Audience

1. General Secretaries & Presidents.
2. National Treasurers & Finance Officers
3. Internal & External Auditors
4. Executive Board Members.
5. Trustees of Pension/Welfare Funds
6. Regional/Branch Finance Secretaries
7. Compliance & Risk Officers.
8. Labor Relations Consultants

Course Modules

Module 1: Fiduciary Duty and Board Accountability

- Defining the "Social Contract" between leadership and members.
- Legal liabilities of union executives under **fiduciary law**.
- The relationship between **transparency** and **membership growth**
- Case Study: Analyzing the collapse of a union due to board oversight failure.
- Establishing performance evaluation metrics for the finance committee.

Module 2: Regulatory Frameworks and Legal Compliance

- Interpreting national labor acts and financial disclosure mandates.
- Managing **statutory deductions** and tax obligations.
- Navigating the **Baku to Belém Roadmap** for sustainable finance
- Case Study: Compliance audit of a multi-sectoral union in a developing economy.

- Workshop: Drafting a compliance calendar for the fiscal year.

Module 3: Advanced Digital Accounting Systems

- Moving from spreadsheets to **Enterprise Resource Planning (ERP)**.
- Creating **automated audit trails** to eliminate human error.
- Ensuring **data security** in financial digitalization.
- Case Study: Transitioning a 50,000-member union to cloud-based accounting.
- Hands-on: Setting up real-time reporting dashboards.

Module 4: Internal Control and Risk Management

- Designing "Segregation of Duties" in small and large unions.
- **Forensic accounting** techniques for detecting internal fraud.
- Evaluating Information Systems and IT infrastructure
- Case Study: Identifying a "Ghost Member" payroll fraud through internal controls.
- Exercise: Mapping organizational risks and mitigation strategies.

Module 5: Strategic Budgeting and Asset Management

- Participatory budgeting: Involving members in financial planning.
- Managing **asset growth** and product innovation in co-operative models
- Diversification of union investment portfolios.
- Case Study: Successful management of a multi-million dollar union mortgage scheme
- Activity: Developing a 5-year sustainable investment plan.

Module 6: Financial Reporting and IFRS Standards

- Preparing Income Statements, Balance Sheets, and Cash Flow statements.
- Adopting **International Standards on Auditing (ISA)**.
- Simplifying complex reports for rank-and-file member understanding.
- Case Study: Comparing standard vs. non-compliant annual general meeting (AGM) reports.
- Lab: Peer-reviewing a sample union financial statement.

Module 7: Managing Specialized Union Funds

- Accounting for **strike funds** and collective bargaining reserves.
- Governance of member **pension trusts** and welfare schemes
- Managing car loans and staff mortgage funds
- Case Study: Best practices in managing a national teacher union's welfare fund.
- Workshop: Calculating fund solvency and future liability.

Module 8: Ethical Leadership and Change Management

- Building a culture of **integrity** and **ethical conduct**.
- Overcoming resistance to **digital transformation**
- Crisis communication during financial audits or scandals.
- Case Study: Leadership turnaround in a union facing corruption allegations.
- Defending a budget proposal to an inquisitive membership.

Training Methodology

- Interactive lectures and presentations.
- Group discussions and brainstorming sessions.
- Hands-on exercises using real-world datasets.
- Role-playing and scenario-based simulations.
- Analysis of case studies to bridge theory and practice.
- Peer-to-peer learning and networking.
- Expert-led Q&A sessions.
- Continuous feedback and personalized guidance.

Register as a group from 3 participants for a Discount

Send us an email: info@fineskilltrainingcenter.org or call *+254769199797*

Certification

Upon successful completion of this training, participants will be issued with a globally- recognized certificate.

Tailor-Made Course

We also offer tailor-made courses based on your needs.

Key Notes

a. The participant must be conversant with English.

b. Upon completion of training the participant will be issued with an Authorized Training Certificate

c. Course duration is flexible and the contents can be modified to fit any number of days.

d. The course fee includes facilitation training materials, 2 coffee breaks, buffet lunch and A Certificate upon successful completion of Training.

e. One-year post-training support Consultation and Coaching provided after the course.

f. Payment should be done at least a week before commence of the training, to Fineskill Training Center account, as indicated in the invoice so as to enable us prepare better for you.

Upcoming Scheduled Sessions

Start Date	End Date	Location	Price
23 Nov 2026	27 Nov 2026	Online	$1,000
23 Nov 2026	27 Nov 2026	Physical	$1,500
23 Nov 2026	27 Nov 2026	Physical	$3,000
23 Nov 2026	27 Nov 2026	Physical	$3,000

Start Date	End Date	Location	Price
23 Nov 2026	27 Nov 2026	Physical	$6,000
23 Nov 2026	27 Nov 2026	Physical	$4,500
23 Nov 2026	27 Nov 2026	Physical	$6,000
23 Nov 2026	27 Nov 2026	Physical	$6,000

Ready to enroll or request a customized program? Book online or contact us:

Register Online Now

Email: info@fineskilltrainingcenter.com | Website: www.fineskilltrainingcenter.com