

THE BOARD OF DIRECTORS CERTIFICATION IN THE PRIVATE SECTOR



GENTEX[®]
TRAINING CENTER



Introduction

The Board of Directors Certification in the Private Sector Training Course prepares directors, executives, and governance professionals to lead private companies with clarity and accountability. Private-sector boards face their own distinct challenges. They answer to shareholders and investors, balance growth with prudent risk, and operate inside fast-moving markets and tightening regulation. This course explains how private boards are structured, how they set strategy, and how they supervise performance. Furthermore, it covers fiduciary duties, financial oversight, and ethical conduct in the boardroom. As a result, participants leave with practical governance methods they can apply in their own companies.

The Board of Directors Certification in the Private Sector Course Objectives

- Define the legal and fiduciary duties of directors in private companies.
- Separate governance, management, and shareholder functions within a private board.
- Apply shareholder value, transparency, and accountability principles to board decisions.
- Evaluate board composition, independence, and committee structures.
- Interpret financial statements, management accounts, and audit reports for oversight.
- Design risk management and internal control frameworks aligned with COSO and ISO 31000.
- Run effective board meetings using agendas, board packs, and decision registers.
- Assess compliance obligations, disclosure duties, and regulatory expectations.
- Measure board and director performance through evaluations and governance scorecards.
- Manage conflicts of interest, related-party transactions, and ethical dilemmas.

Course Methodology



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- Interactive lectures with real private-sector governance case studies.
- Group workshops on board papers, risk registers, and committee charters.
- Simulated board meetings with role-played strategic and financial scenarios.
- Self-assessment tools and board effectiveness checklists.
- Structured peer discussion with facilitator feedback on live governance issues.

Who Should Take This Course

- Board members and non-executive directors in private companies.
- Senior executives reporting to private-sector boards.
- Company secretaries and corporate governance officers.
- Internal auditors and compliance professionals.
- Founders, owners, and family business leaders entering board roles.
- Legal advisors and risk managers supporting board work.

The Board of Directors Certification in the Private Sector Course Outlines

Day 1: Foundations of Private-Sector Governance

- Core principles of corporate governance in privately held companies.
- Legal and fiduciary duties of directors under company law.
- Governance, risk, and compliance (GRC) as one integrated system.
- The governance triangle: board, management, and shareholders.
- Shareholder rights, investor expectations, and value creation.
- Governance codes, OECD principles, and national company law frameworks.
- Case study: a private company governance failure and its lessons.





Day 2: Board Structure, Committees, and Appointments

- Board composition, size, and diversity considerations.
- Director independence and non-executive director selection.
- Nomination, appointment, and succession planning processes.
- The roles of the board chair and the chief executive.
- Audit, risk, nomination, and remuneration committee mandates.
- Board induction, ongoing training, and director development.
- Company secretary duties and board support functions.

Day 3: Financial Oversight, Risk, and Internal Control

- Reading financial statements, management accounts, and cash flow reports.
- The COSO internal control framework and its components.
- ISO 31000 risk management principles and process.
- Building and updating a corporate risk register.
- Setting risk appetite and tolerance for private companies.
- Internal audit, external audit, and follow-up on findings.
- Fraud prevention, whistleblowing, and anti-corruption controls.

Day 4: Board Operations, Ethics, and Decision-Making

- Planning board meetings, agendas, and board information packs.
- Effective chairing and constructive boardroom debate.
- Minutes, resolutions, and decision register standards.
- Conflicts of interest, related-party transactions, and recusal.
- Codes of conduct and ethical decision frameworks.

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- Board and director performance evaluation methods.
- Shareholder communication and disclosure practices.

Day 5: Strategy, Growth, and Governance Improvement

- The board's role in strategy setting and performance monitoring.
- Overseeing capital allocation, investment, and value creation.
- ESG, sustainability, and social responsibility oversight.
- Digital governance, data protection, and cybersecurity oversight.
- Governance maturity models and continuous improvement plans.
- Preparing a governance action plan for your own board.
- Course review and final assessment.

Conclusion

By successfully completing The Board of Directors Certification in the Private Sector, participants will gain a solid understanding of private-sector governance, board decision-making, financial oversight, and ethical leadership. They will also acquire practical tools for strengthening accountability, managing risk, and creating shareholder value. In addition, the course builds the confidence to contribute meaningfully to board and committee work. Gentex Training Center delivers this programme with a strong focus on real private-company practice and measurable governance improvement.

FAQs for The Board of Directors Certification in the Private Sector course





Q1 What is the "Board of Directors Certification in the Private Sector" course about?

It is a five-day programme that explains how private-company boards operate. It covers director duties, board structure, financial oversight, risk management, ethics, and strategic supervision, so participants understand modern governance and perform their board role with confidence.

Q2 What are the key benefits of the "Board of Directors Certification in the Private Sector" course?

Participants improve boardroom effectiveness, sharpen strategic and financial oversight, and reduce governance and compliance risk. The course also strengthens investor and shareholder confidence, raises the quality of board decisions, and helps companies meet regulatory expectations while protecting long-term reputation.

Q3 What skills will I gain from the "Board of Directors Certification in the Private Sector" course?

Participants gain private-sector governance and board oversight, financial oversight and risk management, compliance and ethical decision-making, and board performance evaluation and strategic monitoring. These four skills cover the full range of director responsibilities in private companies.



Q4 What tools, methods, or standards are covered in the "Board of Directors Certification in the Private Sector" course?

The course covers the COSO internal control framework, ISO 31000 risk management, OECD governance principles, risk registers, committee charters, decision registers, conflict-of-interest registers, governance scorecards, and governance maturity models. Participants practise each tool through workshops and simulated board sessions.

Q5 How is the "Board of Directors Certification in the Private Sector" course applied in real-world practice?

Participants apply the content directly in their own boards. They use risk registers to guide oversight, prepare sharper board packs, manage related-party transactions properly, and evaluate board performance. Many also draft governance improvement plans for their companies after the course.