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COURSE BROCHURE

Director Duties and Board Induction Training Course for New Directors

3 – 7 January 2027
Amman

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Registered in the United Kingdom and Saudi Arabia

Director Duties and Board Induction Training Course for New Directors

Ref: 1400_52361 **Date:** 3 – 7 January 2027 **Location:** Amman **Fees:** 3300 GBP

Director Duties and Board Induction is a 1-week training course for newly appointed directors, board members and company secretaries, ending with a first-year director action plan that sets out duties, committee roles and oversight priorities. Boards now face sharper scrutiny from shareholders, lenders and the public, so a new director who misreads fiduciary duty or independence can expose the whole board. The course is delivered by Jupiter Prime Training.

Why Director Duties and Board Induction Matters Now

Investors, lenders and employees increasingly judge a company by how its board behaves, not only by its results. New directors often join mid-cycle, inherit committee seats and must vote on strategy and risk before they know the business well. Weak induction leads to rubber-stamp approvals, unmanaged conflicts of interest and personal liability for decisions a director never questioned. Strong induction gives a director a clear view of the duty of care, the duty of loyalty and the line between oversight and management. The course draws on the G20/OECD Principles of Corporate Governance and the Committee of Sponsoring Organizations COSO Enterprise Risk Management framework.

Who Gains Most from Director Duties and Board Induction

- Directors recently elected or appointed to a company or group board
- Non-executive members asked to join audit, risk or nomination committees
- Executives taking their first board seat alongside an operating role
- Company secretaries who design induction packs and board calendars
- Directors of subsidiaries and family firms moving to a formal board

Boards gain most when several recent appointees and the company secretary attend together and agree one induction standard for future directors.

Director Duties and Board Induction Capabilities

Participants move from the legal basis of a directorship to the questions a director asks in the boardroom, the committee room and the annual board evaluation.

- Apply the duty of care and the duty of loyalty to board papers — defending each vote
- Assess director independence and declare conflicts of interest — protecting the board's credibility
- Weigh management strategy proposals against capital and risk appetite — guiding approval decisions
- Test the risk register and internal control reports — informing the audit committee
- Design questions for the chief executive and finance director — sharpening executive accountability
- Build a personal induction and contribution schedule — serving the chair and nomination committee

Key Director Duties and Board Induction Terms

- Fiduciary duty — the obligation of a director to act in good faith in the interests of the company.
- Duty of care — the expectation that a director makes informed decisions with reasonable skill and diligence.
- Independent director — a board member free of business, family or financial ties that could affect judgement.
- Board charter — the document setting the board's powers, reserved matters, meeting rules and division of roles.
- Matters reserved for the board — decisions that only the full board may take, such as major investments.
- Board evaluation — a periodic assessment of how the board, its committees and individual directors perform.

Director Duties and Board Induction Day by Day

Day 1: The Legal Basis of a Directorship

- Articles of Association and Board Charter — Locating the Director's Powers
- Duty of Care and Duty of Loyalty — Framing Every Board Vote
- Executive and Non-Executive Roles — Separating Oversight From Management
- Personal Liability and Indemnity Cover — Understanding Exposure Before Signing
- G20/OECD Corporate Governance Principles — Placing Duties in an International Frame

Day 2: Independence, Conflicts and Board Dynamics

- Independence Criteria and Annual Declarations — Judging Freedom From Ties
- Conflict of Interest Registers — Recusing From Affected Decisions
- Related Party Transactions — Approving Dealings With Insiders
- Chair, Chief Executive and Secretary Relationships — Clarifying Who Leads What
- Constructive Challenge in Board Debate — Questioning Without Undermining Executives

Day 3: Committees and Strategy Oversight

- Audit, Risk, Nomination and Remuneration Committee Terms — Allocating Committee Work
- Reading Board Packs and Management Accounts — Spotting Gaps Before Meetings
- Strategy Approval and Capital Allocation Questions — Testing Management Proposals
- Reserved Matters Schedule — Deciding What Reaches the Full Board
- Manufacturing and Banking Board Case Studies — Comparing Oversight Failures

Day 4: Risk Oversight and Board Evaluation

- COSO Enterprise Risk Management Framework — Setting Risk Appetite Statements
- Internal Control and Internal Audit Reports — Directing Assurance Effort
- Crisis Escalation Protocols — Deciding When the Board Steps In
- Board Evaluation Questionnaires and Interviews — Measuring Board Contribution
- Director Development Plans — Closing Individual Skill Gaps

Day 5: Practising the First-Year Director Action Plan

- Board Vote Simulation — Applying Day 1 Duties to a Contested Proposal
- Conflict Declaration Exercise — Applying Day 2 Independence Tests
- Committee Meeting Role Play — Applying Day 3 and Day 4 Oversight Questions
- Induction Pack Review — Listing Missing Papers, Visits and Briefings
- First-Year Director Action Plan — Completing Duties, Committee Roles and Priorities

Applying Director Duties and Board Induction After the Course

- Compare the board charter and reserved matters schedule with current practice and raise gaps with the chair.
- Prepare three oversight questions for the next audit or risk committee meeting based on the latest board pack.

Director Duties and Board Induction Questions FAQ

What is director duties and board induction and why does it matter now?

It is the preparation a new director needs to meet fiduciary duties and contribute from the first board meeting. Closer scrutiny of boards means a slow or careless start can harm both the company and the director.

Which roles gain most from director duties and board induction?

Newly appointed directors, new committee members, executives taking a first board seat and company secretaries who prepare induction packs gain most.

How does director duties and board induction differ from a board chair leadership course?

This course prepares individual directors in their first year. A chair leadership course covers running meetings, managing boardroom dynamics and leading the whole board.

What do you bring back from director duties and board induction?

You bring back a first-year director action plan covering your duties, committee roles, oversight questions and personal development priorities.

Director Duties and Board Induction: The Way Forward

The first-year director action plan first informs which papers, site visits and briefings a new director requests before the next board meeting. The director, the chair and the company secretary share it. After a full board cycle, revisit how independence and conflicts were handled, since those habits shape a director's credibility.