
















What's on in February

APS People

Essential Writing for APS 5–6 levels		
Essential Writing for Executive levels		
The Professional Executive Assistant		
Working Effectively at the APS 5 level		
Working Effectively at the APS 6 level		
Working Effectively at the EL1 level		







Implementation and Services

Change Management Foundation *		
Procurement Essentials and Contract Management		









Engagement and Partnerships

Human Centered Design 101		
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Leadership and Management

Building and Leading High Performing Teams		
Strategic Leadership		
SES Orientation Program *		

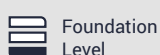
Strategy, Policy and Evaluation

Crafting Quality New Policy Proposals		
Producing Quality Cabinet Submissions		
Strategic Thinking		
Workforce Planning Start up Program *		

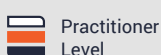
Working in Government

APS Unlocked		
Briefing and Responding to APS Decision Makers		

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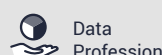
Foundation
Level



Practitioner
Level



Lead
Level



Data
Profession



Digital
Profession



HR
Profession



Face to Face
Delivery



Virtual
Delivery

























Mixed
Delivery

* This course is delivered over a period of time and is listed at the start of this program.

Updated 6/12/2023

What's on in March

















APS People

Editing and Proofreading		
Effective Communication		
Essential Writing for APS 1–4 levels		
Essential Writing for APS 5–6 levels		
Grammar and Punctuation		
How to Apply for Jobs in the APS – APS level		
Report Writing in the APS		
Working Effectively at the APS 5 level		
Working Effectively at the APS 6 level		
Working Effectively at the EL1 level		
Working Effectively at the EL2 level		







Integrity

SES Integrity Masterclass		
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Leadership and Management

Alumni Connect Co-coaching Circles		
Building and Leading High Performing Teams		
Coaching and Developing Others		
Leading Hybrid Teams – EL		
Management in Action *		
Managing Remote Teams		
SES Data Leadership program		
SES Orientation Program *		

Engagement and Partnerships

Building Relationships and Engagement		
Influence, Negotiation and Persuasion – APS		
Influence, Negotiation and Persuasion – EL		





Strategy, Policy and Evaluation

Delivering Great Policy – Foundations		
WFP Boost – Identifying Critical Job Roles		
WFP Boost – Organisational Design and Job Design		

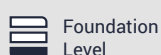
Implementation and Services

Developing Project Management Expertise		
Finance Essentials		
Financial Management and Budgeting		
Procurement Essentials and Contract Management		

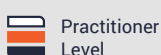
Working in Government

Appearing before Parliamentary Committees		
Providing Effective Secretariat Support		

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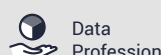
Foundation
Level



Practitioner
Level



Lead
Level



Data
Profession



Digital
Profession



HR
Profession



Face to Face
Delivery



Virtual
Delivery













Mixed
Delivery

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Updated 6/12/2023

What's on in April





APS People

Essential Writing for APS 5–6 levels		
Essential Writing for Executive levels		
Getting that Selection Right		
Working Effectively at the APS 6 level		
Working Effectively at the EL1 level		





Leadership and Management

Breakthrough Conversations *		
Leading Hybrid Teams – SES		
Strategic Leadership		
SES Band 1 Leadership Development program *		
SES Orientation Program *		



Engagement and Partnerships

Engaging Stakeholders		
Presentation Skills		











Strategy, Policy and Evaluation

Crafting Quality New Policy Proposals		
Strategic Thinking		

Implementation and Services

Change Management Practitioner *		
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






Working in Government

Administrative Decision Making		
APS Unlocked		
Briefing and Responding to APS Decision Makers		
Strengthening Partnerships with Ministerial Offices		
Understanding Government		









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What's on in May











APS People

Effective Communication		
Essential Writing for APS 1–4 levels		
Essential Writing for APS 5–6 levels		
Essential Writing for Executive levels		
The Professional Executive Assistant		
Working Effectively at the APS 5 level		
Working Effectively at the APS 6 level		
Working Effectively at the EL1 level		
Working Effectively at the EL2 level		

Engagement and Partnerships

Building Relationships and Engagement		
Human Centered Design 101		
Influence, Negotiation and Persuasion – APS		
Influence, Negotiation and Persuasion – EL		



















Implementation and Services

Change Management Foundation *		
Dealing with Change		
Developing Project Management Expertise		
Leading Successful Projects		
Procurement Essentials and Contract Management		
Regulatory Practice Essentials		







Integrity

SES Integrity Masterclass		
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Leadership and Management

Alumni Connect Co-coaching Circles		
Building and Leading High Performing Teams		
Coaching and Developing Others		
Conflict Resolution		
Conflict Resolution for Managers		
Management in Action		
SES Band 1 Leadership Development program *		
SES Data Leadership program		
SES Orientation Program *		

Strategy, Policy and Evaluation

Delivering Great Policy – Foundations		
WFP Boost – Organisational Design and Job Design		
Workforce Planning Start up Program *		



















Working in Government

Providing Effective Secretariat Support		
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What's on in June







APS People

Editing and Proofreading		
Essential Writing for APS 5–6 levels		
Essential Writing for Executive levels		
Grammar and Punctuation		
How to Apply for Jobs in the APS – APS level		
Report Writing in the APS		
Working Effectively at the APS 6 level		
Working Effectively at the EL1 level		
Working Effectively at the EL2 level		













Engagement and Partnerships

Engaging Stakeholders		
Influence, Negotiation and Persuasion – EL		









Implementation and Services

Finance Essentials		
Procurement Essentials and Contract Management		
Structuring Work		











Leadership and Management

Coaching and Developing Others		
Managing Remote Teams		
Planning and Managing Change		
Strategic Leadership		
Working in Teams		
SES Orientation Program *		

Strategy, Policy and Evaluation

Crafting Quality New Policy Proposals		
Delivering Great Policy – Foundations *		
Producing Quality Cabinet Submissions		
Strategic Thinking		

Working in Government

Appearing Before Parliamentary Committees		
APS Unlocked		
Briefing and Responding to APS Decision Makers		
Strengthening Partnerships with Ministerial Offices		
Understanding Government		

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