

JANUARY		FEBRUARY		MARCH		APRIL		MAY		JUNE	
22	Coaching Style of Leadership	1	Excellence in Annual Reporting	2	Optimising Performance Through Hard Conversations	4	Getting Started in Project Management	2	Honing Editing and Proofreading Skills for Government	1	Coaching Style of Leadership
23	Writing Ministerial Letters and Briefings	2	NEW! Leading Through Change and Uncertainty	6	Introduction to Strategic Planning	5	Executive Writing Skills	3	Writing Ministerial Letters and Briefings	6	Writing With Style: The Power of Plain English
24	Introduction to Policy Work	5	Change Management for Team Leaders	7	Developing a Sound Business Case	6	Excellence in Annual Reporting	4	Leadership: What Every New and Experienced Manager Needs to Know	7	NEW! Workplace Mental Health & Developing Resilient Teams
25	Building and Leading High Performance Teams	6	Developing Resilience	9	How to Develop Good Report Writing Skills	9	Negotiating With Confidence	7	Developing Resilience	11	Introduction to Program Logic
29	Contract Management Fundamentals for Government	7	Writing Policy Documents	12	Writing Ministerial Letters and Briefings	11	Introduction to Monitoring and Evaluation	8	Accountability: Building a Performance Culture	12	Intelligent Influence
30	Executive Writing Skills	8	Honing Editing and Proofreading Skills for Government	14	NEW! Workplace Mental Health & Developing Resilient Teams	13	Writing Skills for Government	10	NEW! Dealing with Change in the Workplace	13	Proactive Conflict Management
31	NEW! Job Application and Interview Skills for the Public Sector	12	NEW! Dealing with Change in the Workplace	15	Introduction to Policy Work	16	Grammar and Punctuation Essentials	14	Advanced Writing Skills	15	Executive Writing Skills
		13	Grammar and Punctuation Essentials	16	Writing With Style: The Power of Plain English	17	Writing Policy Documents	15	Project in Progress - Action Workshop	19	Developing a Sound Business Case
		14	Public Sector Finance and Budgeting in State Government	19	Brushing Up On Your Grammar and Punctuation	19	Policy Evaluation	16	Developing Good Communication Skills in the Workplace	20	Brushing Up On Your Grammar and Punctuation
		15	Writing Skills for Government	20	Capturing Social Outcomes - The Most Significant Change Technique	20	Read at Speed	18	Excellence in Annual Reporting	21	Writing Policy Documents
		16	Introduction to Program Logic	21	NEW! Job Application and Interview Skills for the Public Sector	23	NEW! Leading Through Change and Uncertainty	21	Introduction to Policy Work	22	Advanced Strategic Planning
		19	Developing Good Communication Skills in the Workplace	22	Advanced Strategic Planning	27	Optimising Performance Through Hard Conversations	23	Change Management for Team Leaders	25	Public Sector Finance and Budgeting in State Government
		21	Getting Started in Project Management	26	Financial Statements in the Public Sector	30	Contract Management Fundamentals for Government	25	Writing Skills for Government	27	Introduction to Strategic Planning
		22	Advanced Writing Skills	27	Presenting to Influence and Persuade With Confidence			27	How to Develop Good Report Writing Skills	28	Getting Started in Project Management
		26	Leadership: What Every New and Experienced Manager Needs to Know	28	Building and Leading High Performance Teams			29	NEW! Job Application and Interview Skills for the Public Sector	29	Read at Speed
		27	Policy Evaluation					30			
		28	Intelligent Influence								