



Government of the Republic of Trinidad and Tobago

Ministry of Public Administration

Learning Activities

October - December, 2022

PUBLIC SERVICE ACADEMY

Learning Activities for the month of **October**

Course Title	Course Objective	Target Group
Leadership Webinar	The purpose of these webinars is to provide leaders with a medium through which they can be sensitized on various current matters.	Permanent Secretaries, Deputy Permanent Secretaries, Directors, and other senior public officers.
Supervisory Management Online (Continued from September 2022)	The main objective of the workshop is to expose participants to the tools and techniques that will enable them to be effective supervisors.	This workshop is designed for Administrative Officers, Human Resource Officers I, Clerks IV and other officers whose duties involve the supervision of staff.

Learning Activities for the month of *November*

Course Title	Course Objective	Target Group
HR for Non-HR Professionals	The main objective of the workshop is to provide Non-HR professionals with an introduction to the key functional elements of HR practice in the Public Service.	This workshop is designed for senior managers, administrative officers, technical officers and other professionals who supervise staff or lead a team but possess no formal training or experience in Human Resource Management.
Leadership Webinar	The purpose of these webinars is to provide leaders with a medium through which they can be sensitized on various current matters.	Permanent Secretaries, Deputy Permanent Secretaries, Directors, and other senior public officers.

Learning Activities for the month of *December*

Course Title	Course Objective	Target Group
Ethical Issues in the Public Service	The main objective of the workshop is to examine some of the most common areas of ethical dilemmas and to develop strategies to manage them.	This workshop is designed for Middle Managers, Administrative Officers and Technical Officers between Ranges 25 to 46 in the Public Service
Leadership Webinar	The purpose of these webinars is to provide leaders with a medium through which they can be sensitized on various current matters.	Permanent Secretaries, Deputy Permanent Secretaries, Directors, and other senior public officers.

Please note that these courses are scheduled tentatively and are only confirmed upon the dispatch of the respective Circular Memoranda.

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