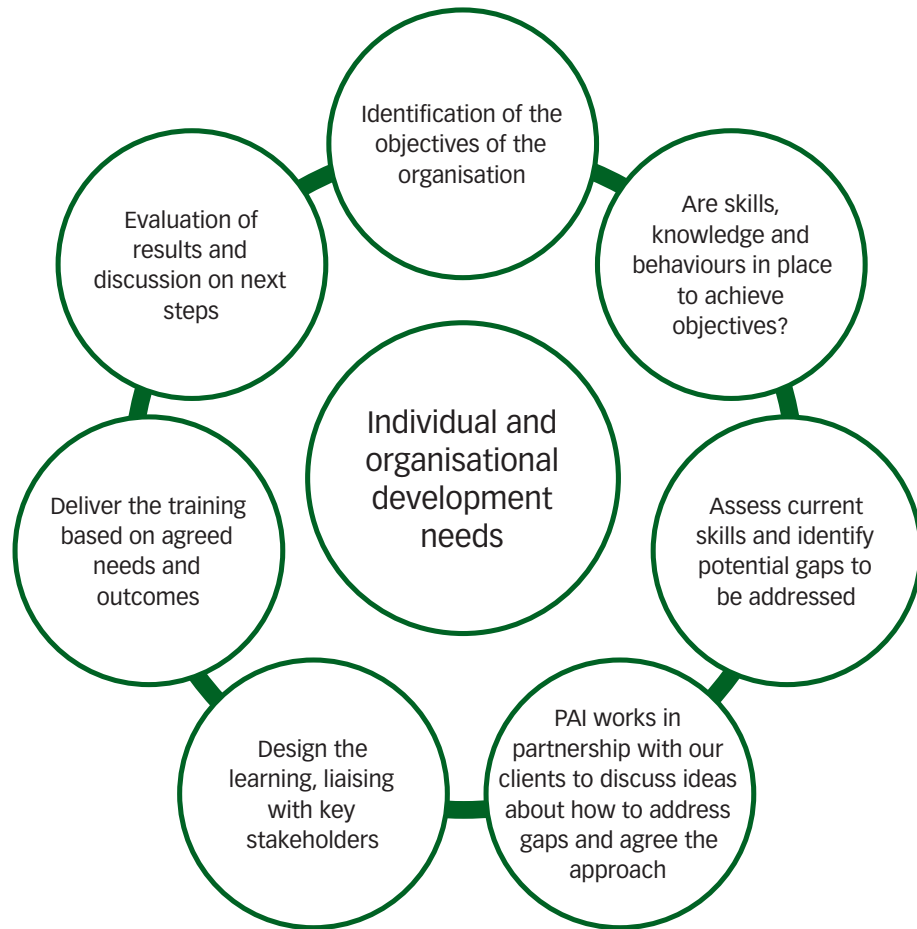


Which option is right for you?

We have a dedicated resource at PAI to discuss and help with the capacity building requirements within your organisation. The next step will be to browse the workshops in our catalogue and/or schedule and to contact Denise Smart. Denise has over twenty years' experience in international development and capacity building. She has given advice on building tailored programmes and on transformation and developmental needs.

PAI will work with you to meet your developmental objectives and help you achieve successful outcomes.



Contact: Denise Smart
 Tel: +44 (0)20 7580 3590
 Mobile: +44 (0)7518 934368
 Fax: +44 (0)20 7580 4746
 Email: denise.smart@public-admin.co.uk

Working with us in 2019!



Scheduled Workshops

Policy and strategy | Leadership and organisational change |
 Good governance | Communication | Human resource management |
 Programmes and project management | Monitoring and evaluating projects |
 Performance measurement and public finance | Legal and justice reform

Workshop directors and facilitators who are leading experts in reform and best practice

Expert speakers – high quality, with an international reputation

Visits – to practitioners in government, parliament, civil society and the media

Practical – interactive sessions, case studies, problem-solving

Benchmarking – against international good practice

A supportive learning climate where you learn from and network with other participants as well as facilitators

Tailored Workshops

Designed to meet your organisational and individual needs

A time and location suitable for you

Value for money for large groups

Managers implementing a change programme work together and learn together

Workshop directors, experts and visits to key practitioners – all selected with background and expertise relevant to your organisation



+44 (0)20 7580 3590



pai@public-admin.co.uk

Public Administration International
 56 Russell Square London WC1B 4HP

www.public-admin.co.uk

Consultancy

Range of consultancy services, particularly for governments and related organisations implementing programmes of reform, democratisation and poverty reduction

Flexible with expertise in managing large-scale and long-term projects as well as short-term assignments

Collaborative approach to develop a shared view of outcomes

Consultants with expertise in focusing on local needs and priorities and awareness of different political, social and cultural environments

Effective liaison with other projects and donor organisations to understand the context

PAI PROFESSIONAL DEVELOPMENT WORKSHOPS 2019	Location	Duration	Start	End	Fees (exc VAT)
FEBRUARY					
Public Financial Management	Dubai	1 week	25 Feb	1 Mar	£2,300
Corporate Governance and Board Effectiveness	Dubai	1 week	25 Feb	1 Mar	£2,300
MARCH					
How to Assess an Organisation's Effectiveness Week one: Internal audit and risk management: adding value Week two: Managing the performance of your organisation	London	2 weeks 1 week 1 week	11 Mar 11 Mar 18 Mar	22 Mar 15 Mar 22 Mar	£3,945 £2,190 £2,220
Better Regulation: Economic regulation of utilities	London	1 week	18 Mar	22 Mar	£2,165
Putting People First: Citizens as customers	London	1 week	25 Mar	29 Mar	£2,225
Procurement and Contract Management: An A to Z Week one: Effective tendering, award of contract and managing the provider: practical approaches Week two: A modern approach to procurement and procurement audit	London	2 weeks 1 week 1 week	25 Mar 25 Mar 1 Apr	5 Apr 29 Mar 5 Apr	£3,910 £2,140 £2,145
APRIL					
Leading and Managing for Results Week one: Strategic Leadership: creating real value in public services Week two: Developing your people management skills	London	2 weeks 1 week 1 week	1 Apr 1 Apr 8 Apr	12 Apr 5 Apr 12 Apr	£3,925 £2,160 £2,215
Policy-making: Engaging citizens in policy making	London	1 week	8 Apr	12 Apr	£2,270
Monitoring, Evaluation and Learning	Dubai	1 week	29 Apr	3 May	£2,300
The Complete Project Cycle	Dubai	1 week	29 Apr	3 May	£2,300
MAY					
Judicial Administration	London	2 weeks	13 May	24 May	£3,940
Pension Schemes: Planning for the future	London	1 week	13 May	17 May	£2,175
Corporate Governance and Board Effectiveness	London	1 week	20 May	24 May	£2,245
JUNE					
The Changing Media Landscape: Key issues for dealing with social media and fake news	London	1 week	3 Jun	7 Jun	£2,170
Public Financial Management: Planning and control	London	2 weeks	3 Jun	14 Jun	£3,970
Leading Change: Strategy, implementation and people Week one: Planning and implementing your change strategy Week two: Changing behaviour and attitudes to improve performance	London	2 weeks 1 week 1 week	10 Jun 10 Jun 17 Jun	21 Jun 14 Jun 21 Jun	£3,900 £2,125 £2,135
Next Generation Human Resources: Transforming people management in the public sector	London	1 week	17 Jun	21 Jun	£2,155
When Citizens Complain: For ombudsmen, commissioners and complaint handling organisations	London	1 week	24 Jun	28 Jun	£2,180
Managing and Monitoring Successful Projects Week one: The complete project cycle Week two: Practical risk management techniques	London	2 weeks 1 week 1 week	24 Jun 24 Jun 1 Jul	5 Jul 28 Jun 5 Jul	£3,920 £2,115 £2,120
JULY					
Effective Records and Information Management Week one: Achieving international standards in information and records management Week two: Protecting your organisation from cybercrime and enhancing your information security	London	2 weeks 1 week 1 week	1 Jul 1 Jul 8 Jul	12 Jul 5 Jul 12 Jul	£3,950 £2,100 £2,095
Making Policy More Effective: Analysis, impact and evaluation Week one: Policy analysis and the use of evidence Week two: Impact assessment and evaluation	London	2 weeks 1 week 1 week	8 Jul 8 Jul 15 Jul	19 Jul 12 Jul 19 Jul	£3,995 £2,265 £2,260
How to Assess an Organisation's Effectiveness Week one: Managing the performance of your organisation Week two: Consultancy for the public sector: a foundation in essential consultancy skills	London	2 weeks 1 week 1 week	15 Jul 15 Jul 22 Jul	26 Jul 19 Jul 26 Jul	£3,935 £2,220 £2,000
Monitoring, Evaluation and Learning	London	1 week	22 Jul	26 Jul	£2,105
International Accounting Standards: IPSAS, IFRS and implementation	London	2 weeks	29 Jul	9 Aug	£3,960

PAI PROFESSIONAL DEVELOPMENT WORKSHOPS 2019	Location	Duration	Start	End	Fees (exc VAT)
AUGUST					
Emotional Intelligence: A critical element of organisational success	London	1 week	5 Aug	9 Aug	£2,290
The Changing Face of the Workplace: Supporting people through professional and personal change	London	1 week	12 Aug	16 Aug	£2,295
Changing Behaviour and Attitudes to Improve Performance	Washington DC	1 week	12 Aug	16 Aug	£2,300
The Complete Project Cycle	Washington DC	1 week	12 Aug	16 Aug	£2,300
SEPTEMBER					
Better Policies, Better Lives: Using behavioural insights to evaluate and improve policy making	London	1 week	3 Sep	7 Sep	£2,235
Public Service Commissions: Professionalism, performance – excellence	London	1 week	2 Sep	6 Sep	£2,230
Managing Elections: Techniques and perspectives	London	1 week	9 Sep	13 Sep	£2,195
Corporate Governance and Board Effectiveness	London	1 week	9 Sep	13 Sep	£2,245
Keeping Cities Moving: London's transport system in the 21st century	London	1 week	16 Sep	20 Sep	£2,240
From Policy to Legislation	London	1 week	16 Sep	20 Sep	£2,255
Legislative Drafting: A workshop on the essentials	London	2 weeks	23 Sep	4 Oct	£3,980
Leading and Managing for Results Week one: Strategic Leadership: Creating real value in public services Week two: Developing your people management skills	London	2 weeks 1 week 1 week	23 Sep 23 Sep 30 Sep	4 Oct 27 Sep 4 Oct	£3,925 £2,160 £2,215
OCTOBER					
Corporate Governance and Board Effectiveness	Kuala Lumpur	1 week	7 Oct	11 Oct	£2,300
Internal Audit	Kuala Lumpur	1 week	7 Oct	11 Oct	£2,300
Government: Image and communication	London	1 week	7 Oct	11 Oct	£2,185
Leading Change: Strategy, implementation and people Week one: Planning and implementing your change strategy Week two: Changing behaviour and attitudes to improve performance	London	2 weeks 1 week 1 week	7 Oct 7 Oct 14 Oct	18 Oct 11 Oct 18 Oct	£3,900 £2,125 £2,135
Parliamentary Administration: Structures and procedures in Westminster	London	1 week	14 Oct	18 Oct	£2,275
Combating Fraud and Corruption Week one: Prevention and detection Week two: Investigation, prosecution and sanctions	London	2 weeks 1 week 1 week	21 Oct 21 Oct 28 Oct	1 Nov 25 Oct 1 Nov	£3,955 £2,110 £2,205
Procurement and Contract Management: An A to Z Week one: Effective tendering, award of contract and managing the provider: practical approaches Week two: Current approaches to procurement and procurement audit	London	2 weeks 1 week 1 week	21 Oct 21 Oct 28 Oct	1 Nov 25 Oct 1 Nov	£3,910 £2,140 £2,145
NOVEMBER					
Justice, Fairness and the Rule of Law: Better legal systems, better governance	London	1 week	4 Nov	8 Nov	£2,130
Changing the Law: Successful reform	London	1 week	4 Nov	8 Nov	£2,280
Transforming Criminal Justice: Partnership working and multi-agency approaches	London	1 week	11 Nov	15 Nov	£2,210
Gender Matters: Integrating gender into development policy and programming	London	1 week	11 Nov	15 Nov	£2,200
Trade Policy and Trade Negotiating Skills	London	1 week	18 Nov	22 Nov	£2,250
Choosing the Right People: Recruiting the best talent	London	1 week	18 Nov	22 Nov	£2,150
Public Financial Management: Planning and control	London	2 weeks	18 Nov	29 Nov	£3,970
Monitoring, Evaluation and Learning	London	1 week	25 Nov	29 Nov	£2,105
DECEMBER					
Managing and Monitoring Successful Projects Week one: The complete project cycle Week two: Practical risk management techniques	London	2 weeks 1 week 1 week	2 Dec 2 Dec 9 Dec	13 Dec 6 Dec 13 Dec	£3,920 £2,115 £2,120