

PROFESSIONAL DEVELOPMENT CATEGORY INDEX



IPAA SA values its reputation for training courses that make a real difference to people's working lives, it's also a great opportunity to meet and network with other people in the public sector. Ongoing professional development is important because it ensures you continue to be competent in your profession.

Did you know that if you are a public sector employee of South Australia you are a State Government Member of IPAA SA. This means that you can attend all of our courses at a reduced rate. Head online to view all your membership benefits.

The 2018 program covers off the following categories upon the needs of the South Australian public sector.

Career Development
Core Skills for the Public Sector
Financial Management
 Governance
Management Skills for the New Millennium
Strategic and Technical Leadership

All courses can be registered online via www.sa.ipaa.org.au

05 + 12 February 2018
[Analysing and Presenting Data](#)

06 - 14 February 2018
[21st Century Manager Series](#)

06 February 2018
[Authentic Leadership Skills for Managers](#)

08 February 2018
[Confidence: The Key to Success](#)

13 February 2018
[Managing Wellbeing](#)

14 February 2018
[In Brief: Writing Ministerials](#)

15 February - 13 March 2018
[AICD Company Directors Course](#)

15 February 2018
[Managing Your Project](#)

19 + 23 February 2018
[Strategic Thinking](#)

20 February 2018
[Write On Target](#)

21 February 2018
[How to Write Effective Meeting Minutes](#)

21 February 2018
[Managing Different Personalities](#)

22 February 2018
[Polish Your Punctuation and Grammar](#)

27 February 2018
[Managing Ethically](#)

28 February 2018
[Understanding Legislation](#)

06 + 09 March 2018
[Producing Persuasive Reports and Proposals](#)

07 March 2018
[Leadership Communication Skills](#)

07 March 2018
[Essentials for EAs and PAs Introduction](#)

14 March 2018
[Positive Psychology \(PERMA+\)](#)

15 March 2018
[Emerging Executives and Development Series](#)

15 March 2018
[Building a Constructive Culture](#)

19 + 23 March 2018
[Managing Budgets and Financial Plans](#)

19 March 2018
[Understanding the Public Sector](#)

20 March 2018
[Personal Resilience](#)

21 March 2018
[How to Write Effective Meeting Minutes](#)

22 March 2018
[Responding to Turbulence](#)

28 March 2018
[Polish Your Punctuation and Grammar](#)

28 March 2018
[In Brief: Writing Ministerials](#)

29 March 2018
[Team Power](#)

03 April 2018
[Introduction to Supervision and Management](#)

05 + 12 April 2018
[Analysing and Presenting Data](#)

05 April 2018
[Doing More with Less](#)

06 April 2018
[Confidence: The Key to Success](#)

09 April 2018
[Managing Your Project](#)

10 April 2018
[Write On Target](#)

11 April 2018
[Essentials for EAs and PAs Advanced](#)

11 April - 06 June 2018
[New and Emerging Manager Series](#)

11 April 2018
[Leading and Developing an Effective Team](#)

12 April 2018
[Emotional Intelligence and Beyond](#)

13 April 2018
[Career Development](#)

19 April 2018
[Understanding Lean Thinking](#)

26 April 2018
[Positive Influencing Skills](#)

03 May 2018
[Adaptive Leadership in the Public Sector](#)

04 + 11 May 2018
[Strategic Thinking](#)

07 + 14 May 2018
[Producing Persuasive Reports and Proposals](#)

02 May 2018
[Providing Performance Feedback](#)

09 May 2018
[Polish Your Punctuation and Grammar](#)

10 May 2018
[How to Write Effective Meeting Minutes](#)

16 May 2018
[Conflict Management](#)

17 May 2018
[Essentials for EAs and PAs Introduction](#)

23 May 2018
[Coping with Change](#)

30 May 2018
[In Brief: Writing Ministerials](#)

01 June 2018
[Confidence: The Key to Success](#)

04 June 2018
[Write On Target](#)

06 June 2018
[Managing Workloads](#)

07 June 2018
[Gaining Control of Your Workload](#)

08 June 2018
[Introduction to Public Policy](#)

13 June 2018
[Essentials for EAs and PAs Advanced](#)

14 June 2018
[Mechanics of Government](#)

15 June 2018
[How to Write Effective Meeting Minutes](#)

20 June 2018
[Understanding the Cabinet Submission Process](#)

21 June 2018
[Personal Resilience](#)

25 June 2018
[Understanding Legislation](#)

26 June 2018
[Managing Your Project](#)

27 June 2018
[Polish Your Punctuation and Grammar](#)

28 June 2018
[In Brief: Writing Ministerials](#)

Please note that dates are correct at time of printing. Please visit www.sa.ipaa.org.au to view most up to date calendar.