XCELERATE TRAINING INSTITUTE
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PUBLIC SECTOR MANAGEMENT

Public Administration, Policy Analysis and Governance Course

DURATION	LANGUAGE	FORMAT
10 days	English	Classroom / Online

Upcoming dates

Dates	Venue	Format	Fee
8 – 19 ?????? 2027	Live online	Online (live)	€1?800
15 – 26 ???? 2027	Bahrain	Classroom	€7?200
16 – 27 ????? 2027	Live online	Online (live)	€1?800

Register or ask a question

Online: x8ti.com/course/public-administration-policy-analysis-and-governance…
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Public Administration, Policy Analysis and Governance Course

Introduction

Recent efforts to improve public administration have highlighted the need for consistent policies across government agencies. While creating policies is important, effectively implementing them is crucial for achieving desired outcomes. Public policies are rules and guidelines developed to address specific problems. Developing these policies requires careful planning, negotiation, and analysis.

Policy analysis is a systematic approach to examining issues, developing solutions, and implementing policies. It helps determine why policies sometimes fail to achieve their goals. As governments modernize, creating effective policies becomes increasingly important. The policy development process involves identifying problems, exploring options, selecting the best approach, creating and implementing a policy, monitoring results, and learning from experiences to improve future policies.

Successfully implementing policies is often challenging. Leaders play a key role in policy success or failure. It's a mistake to assume one policy fits all organizations. Different departments may respond differently to the same policy. Therefore, policies should be adaptable to various organizational cultures and structures. Understanding the policy process, best practices, and potential challenges is essential for public sector professionals.

This course by Xcelerate Training Institutes provides comprehensive knowledge of the entire policy process, from problem identification to outcome evaluation. Participants will gain practical experience and skills to effectively implement policies, address challenges, and contribute to organizational success. The course will broaden participants' perspectives and enhance their ability to adapt to the evolving public administration landscape.

Learning Objectives

This course aims to equip public sector professionals with:

- In-depth knowledge of policy analysis and implementation processes, principles, and challenges.
- Skills to contribute to policy analysis, development, and implementation.
- Ability to handle challenges and obstacles in the policy process.
- A broader perspective on problem-solving and long-term solutions.
- Skills to create policies that meet employee needs and address challenges effectively.
- Ability to foster a positive and disciplined work environment through effective policies.
- Capacity to permanently resolve organizational problems.
- Skills to analyze organizational structures and improve performance.

Training Methodology

The course combines face-to-face instruction, group discussions, and practical exercises. Participants are encouraged to share their experiences and challenges related to policy development and implementation. The course follows a practical learning approach, emphasizing application of knowledge.

Benefits for Your Organisation

By participating in this course, organizations will benefit from:

- A better-prepared workforce capable of identifying issues and developing effective policies.
- Faster and more sustainable solutions to organizational problems.
- A positive and collaborative work environment.
- Successful policy implementation leading to organizational growth and success.
- Improved ability to adapt to change and maintain a competitive advantage.
- Reduced risk of policy failures and wasted resources.

Benefits for You

Participants will gain:

- A comprehensive understanding of the policy process.
- Enhanced skills and knowledge to contribute to policy development and implementation.
- Opportunities to contribute to organizational success.
- Increased leadership and problem-solving abilities.
- Improved ability to analyze policy options and evaluate policy impact.

Who Should Attend

- Senior public sector leaders
- Human resources professionals
- Compliance officers
- Policymakers
- Public servants interested in policy development and implementation

Course Outline

This course delves into the essential components of successful policy development and implementation within the public sector. It covers a broad spectrum of topics, from the fundamentals of public administration to the intricacies of policy analysis and governance.

Public Administration Fundamentals

This section provides a comprehensive overview of public administration, including:

- Definition
- Core functions
- Cultural underpinnings
- Explores various theoretical perspectives on public administration
- Classical to contemporary approaches

Public Administration Dynamics

- Examines the interplay between public administration and policymaking processes
- Delves into career development aspects within:

- Public administration
- Emphasizing the roles of mentoring
- Coaching
- Performance management

Public Administration Institutions

This section focuses on:

- Structure
- Functions
- Regulations of government institutions
- Including the executive
- Legislative
- Administrative branches

Public Administration Characteristics and Levels

This section explores the organizational structure of:

- Government policies
- Service delivery priorities
- Different levels of public administration—political
- Executive
- Administrative
- Operational

Essential Competencies for Public Administration

This section outlines of:

- Key skills
- Qualities
- Values required for effective public administration
- Emphasizes the importance of analytical thinking
- Problem-solving abilities

Challenges and Success Factors in Implementation

This section identifies factors that influence policy implementation success or failure such as:

- Organizational culture
- Resource allocation
- External factors

Policy Making and Analysis Basics

This section introduces the concepts of:

- Policymaking and policy analysis
- Outlines the policymaking process

- Categorizes policies based on their impact

Policy Analysis Dynamics

This section focuses on the core stages of policy analysis:

- Problem identification
- Policy development
- Policy implementation

Institutions in Policymaking

This section explores the different types of:

- Institutions involved in policymaking and analysis
- Including cognitive
- Associative
- Regulative
- Constitutive institutions

Characteristics of Policy Analysis

This section highlights the key features of policy analysis such as:

- Research-based approach
- Multiple perspectives
- Time-bound requirements

Public Administration Policy

This section categorizes of:

- Public administration policies into political
- Executive
- Administrative
- Operational levels

Policy Creation and Analysis Levels

This section examines the various dimensions of:

- Policy creation and analysis
- Including content
- Context
- Commitment
- Capacity
- Stakeholder relationships

Competencies for Successful Policy Implementation

This section outlines of:

- Interpersonal and collaborative skills necessary for effective policy implementation
- Emphasizing teamwork
- Communication

- Diversity management

Qualities for Effective Policy Implementation

This section focuses on the leadership and management qualities essential for successful policy implementation including

- Innovation
- Problem-solving
- Strategic thinking

Factors Influencing Policy Implementation

This section analyzes both internal and external factors that impact policy implementation such as:

- Organizational culture
- Leadership
- Legislative directives

Success Factors for Effective Public Administration

This section identifies key elements contributing to successful public administration including:

- Stakeholder participation
- Effective communication
- Diversity and inclusion

Causes of Policy Failure

This section explores common reasons for policy development and implementation failures such as:

- Unclear goals
- Corruption
- Institutional challenges

Budgetary Constraints and Resource Misalignment

This section addresses the challenges posed by:

- Budgetary limitations
- Resource misallocation in policy implementation

Governance and Public Administration

This section defines:

- Governance
- Explores its relationship to public administration
- Policy analysis
- Outlines the characteristics of good governance

Governance Dynamics

This section delves into:

- The components of governance
- Its role in integrating policy analysis and public administration
- The factors influencing its success or failure

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Registration Form

Public Administration, Policy Analysis and Governance Course

Preferred dates: ..... Venue or online: .....

Duration: 10 days Language: .....

Please complete and email this form to us, or register online. We confirm your place and send the invoice within one working day.

Delegate information

Full name (Mr / Ms / Dr / Eng): .....

Position: ..... Telephone / mobile: .....

Official email: ..... Personal email: .....

Company information

Company name: .....

Address: .....

City / country: ..... VAT / tax number: .....

Person responsible for training & development

Full name (Mr / Ms / Dr / Eng): .....

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Register online
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