

Sixteen-Hour Public Sector and Public Affairs Workshop

Day 1: Introduction to Public Sector and Public Affairs

Session 1: Overview of the Public Sector (2 hours)

- Understanding the Structure and Functions of the Public Sector
- Role of Government Agencies and Departments
- Importance of Effective Public Sector Management

Session 2: Public Policy Development (2 hours)

- Process of Public Policy Formulation and Implementation
- Stakeholder Analysis and Engagement in Policy Making
- Evaluating Policy Effectiveness and Impact

Session 3: Public Finance and Budgeting (2 hours)

- Basics of Public Finance
- Budgetary Process in the Public Sector
- Fiscal Management and Accountability

Session 4: Public Affairs and Stakeholder Relations (2 hours)

- Importance of Public Affairs in the Public Sector
- Building and Managing Relationships with Stakeholders
- Strategies for Effective Public Communication

Day 2: Advanced Topics in Public Sector Management

Session 5: Governance and Ethics (2 hours)

- Principles of Good Governance
- Ensuring Ethical Conduct in the Public Sector
- Addressing Corruption and Fraud

Session 6: Public Sector Innovation and Digital Transformation (2 hours)

- Harnessing Technology for Public Sector Innovation
- Implementing Digital Transformation Initiatives
- Ensuring Data Security and Privacy in the Public Sector

Session 7: Public Sector Leadership and Change Management (2 hours)

- Leadership Challenges in the Public Sector
- Leading Change Initiatives in Government Agencies
- Building Resilient and Adaptive Organizations

Session 8: Crisis Management and Emergency Response (2 hours)

- Planning and Preparedness for Crisis Situations
- Coordinating Emergency Response Efforts
- Lessons Learned from Past Crisis Events

Throughout the workshop, interactive discussions, case studies, role-plays, and group activities will be used to engage participants and reinforce key concepts. Participants will leave with a comprehensive understanding of public sector management principles and practical strategies for effective governance and public affairs in governmental organizations.