POLICY OFFICERS INTENSIVE

A COMPREHENSIVE WORKSHOP TO ADVANCE YOUR SKILLS AS A POLICY OFFICER

23 - 24 AUGUST
CLIFTONS SYDNEY

EXPLORE

► Fundamentals of policy analysis for successful implementation

► Discover different approaches to raising policy issues

► Tools and techniques to deliver key policy outcomes

► Tips to communicate all stages of the policy process cross-functionally

► Determine the core structure of policy documentation

► Successful policy project management, from concept to implementation

► Contingency planning and how to effectively mitigate risk

EXPERT FACILITATORS

DAY ONE

Carolyn Page
Director
The Clear English Company

DAY TWO

Rob Richards
Director
Evidentiary

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ABOUT THE EVENT

This comprehensive, highly interactive, two-day program is designed for Policy Officers who are at different stages in their careers. It is a platform for those who want to grow and develop their careers in the public service, whether they are new to public policy or have policy management responsibility within their senior level roles. This integrated program takes a hands-on approach to the complicated world of solving policy problems and will include case studies and practical exercises across a wide range of public policy contexts.

DAY ONE

PLANNING, ANALYSIS AND DEVELOPMENT

Policy analysis and development - The fundamentals
- ▸ Policy-making models - cycles, systems and other constructs
- ▸ The real world - impediments, interruptions and timing
- ▸ Expecting the unexpected
- ▸ Use logic models to build understanding to map policy trajectories

What's the logic of your policy?
- ▸ Identifying policy problems - what are the outcomes we want??
- ▸ Understanding context, politics and agendas
- ▸ Framing policy issues and developing a theory of change
- ▸ Wicked problems and policy experimentation

Evaluation and evaluative thinking
- ▸ Essential skills and tools for policy analysis
- ▸ Identify pitfalls and manage risk
- ▸ Identify measurable indicators of success at each stage of the policy cycle

Plotting for success - Collaboration and communication
- ▸ Combine regulatory, economic and social instruments to achieve a desired outcome
- ▸ Build key relationships and tapping expertise
- ▸ Working with service providers and program managers
- ▸ Making your case - communicate policy issues and ideas to achieve a favourable outcome

YOUR FACILITATOR

Carolyn Page established the Canberra-based consultancy, the Clear English Company to support government agencies, businesses, lobby groups and not-for-profit organisations to improve strategic thinking and communication.

Since 2007 Carolyn has provided policy analysis, training and strategic advice for over 20 Australian, state and territory government agencies and for a range of voluntary and non-government organisations. With Clive Haggar, she has also delivered close to 100 workshops on the management of workplace bullying, tailored to the needs of specific agencies.

Carolyn Page
Director
The Clear English Company

DAY TWO

POLICY PROJECT MANAGEMENT AND IMPLEMENTATION

Project management within the public policy space
- ▸ What is "policy project management" and why is it important?
- ▸ What is involved with policy project management?
- ▸ Managing for complexity in policy project management

Policy project management - Tools and principles
- ▸ Using an evidence based approach
- ▸ Inclusive consultation - make it real and effective
- ▸ Success and failure factors

Implementation and review
- ▸ What does policy success look like?
- ▸ Good monitoring and evaluation of policy projects

YOUR FACILITATOR

Rob Richards is the Director of Evidentiary Pty Ltd. Rob Richards has over 25 years experience in environmental management in the public and private sectors. At the beginning of his career Rob worked with the NSW State Government for 15 years in technical and managerial roles concerning the development and implementation of land management policies and programs.

Rob Richards
Director
Evidentiary

WHO WILL ATTEND?

Aspiring leaders in policy and program roles
- ► Policy Officers / Managers
- ► Policy Advisors
- ► Program Managers / Administrators
- ► Stakeholder Engagement Managers
- ► Compliance Officers
- ► Branch Managers
- ► Research Officers
- ► Stakeholder / Community Engagement
- ► Policy Consulting

Policy Officers Intensive

23 - 24 AUGUST
Cliftons Sydney

Booking Form

Event Reference: POI0821A - S
Priority Code: I

ℹ Registration Information

Organisation Name

Address		Suburb	State	Postcode

Booking Contact Information

Title	Full Name	Position	Email	Phone

🪪 Delegate Information

#	Title	Full Name or TBA	Position	Email
1				
2				
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📈 Your Investment

Options (per person) Qty		Rapid Action Rate Register and pay by 11 June	Value Plus Rate Register and pay by 28 June	Super Saver Rate Register and pay by 12 July	Early Bird Rate Register and pay by 30 July	Standard Rate
_____	Workshop	$2095 + GST = ($2304.50)	$2295 + GST = ($2524.50)	$2395 + GST = ($2634.50)	$2495 + GST = ($2744.50)	$2595 + GST = ($2854.50)
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