Top Training Resources to Meet Government's In-Demand Skills

govloop

Contents

Executive Summary

It's probably safe to assume that most of us have heard the old "practice makes perfect" adage at least once in our lives.

The formula is simple: work hard, work often and you'll dominate — eventually. We bought into this concept. We believed, we did, we conquered — or at least tried to. But then we became working professionals, and life happened.

We got busy. Practicing got harder, and it seemed those doors for advancement weren't always easy to walk through. Maybe the training and professional development budget dried up. Maybe you weren't asked to work on that exciting new project. Maybe no one knows you're into data analytics or web development because it's not your day job.

Or maybe the real issue is you don't know where to find those diamond-in-the-rough opportunities to learn new skills, work and get paid all at the same time.

Take a deep breath. *You're not alone.*

To help you, we've compiled nearly 100 training opportunities, degree programs, certification courses and more across 10 in-demand job areas in government:

- Acquisition
- Communications
- Cybersecurity
- Data Science & Analytics
- Economics
- Financial Auditing
- Human Resources
- Information Technology
- Leadership
- Project Management

Whether you're a seasoned professional, an aspiring leader or new to your career, this guide has resources for everyone. To get things started, check out these tips for making the most of this guide.

We asked GovLoop community members about the biggest barrier to getting the training they need to do their jobs better. Here's what they said:

32% NO BUDGET FOR TRAINING

28% LACK OF LEADERSHIP BUY-IN

23% NO TIME TO TAKE TRAINING

16% LACK OF AVAILABLE TRAINING

1% DON'T THINK IT'S USEFUL

How to Use This Guide

HOW ARE TRAININGS PRESENTED AND ARRANGED?

For each skills area, there's a brief description of why it's an important and in-demand skill in government, key job titles that fall under that category, relevant job statistics, and nine training opportunities. Those opportunities include workshops, certification courses, online trainings, conferences and more. We provide details on the length of the training, cost, location and content, and a link to learn more.

We arranged the training resources by proficiency levels, from advanced to basic. Advanced courses are geared toward professionals with substantial experience in their field. Intermediate courses are for are mid-career professionals who have some experience and basic courses are for those who are starting out or have little to no experience and want to learn more.

HOW WERE TRAINING OPPORTUNITIES SELECTED?

By no means does this guide provide an exhaustive list of all the trainings available to government employees. We selected trainings that will help prepare workers to fill mission-critical roles and advance their careers, regardless of which sector they work in.

For each section of the guide, we based our selection on recommendations from government employees and hiring managers; associations with close ties to and representation of federal, state and local governments; resources from the Office of Personnel Management; government training catalogs, including those provided by the Homeland Security Department and Defense Acquisition University; and trainings that map to certifications and skills that are foundational for career advancement.

We gave preference to courses that are accessible to the greatest number of participants, which means you'll see a lot of virtual and blended courses that offer in-person and online delivery methods. Cost was not a deciding factor, so you'll see a range of prices, including many free courses.

WHAT SHOULD I KEEP IN MIND AS I REVIEW THE TRAININGS?

There is a lot of overlap among skill areas, so don't restrict yourself to specific sections when reviewing this guide. For example, you may be an acquisition professional who wants to develop your skills, so it's expected you'll flip to that section in the guide. But when it comes to government contracting, it's critical you understand the technology and cybersecurity components that affect acquisition. That's why we included training in those areas, too.

KEY

🕐 TIME/DATE $ COST   📍 LOCATION

Other items to check as you go:

PRICING

Some organizations offer discounted rates for groups and government employees, and special pricing via federal contracts, including those the General Services Administration offers. Also, some courses in the guide are offered by associations that offer lower prices to members and bundled rates for taking multiple courses.

DEADLINES

Some trainings have registration deadlines or limited-time offers to receive special rates. We also included conferences and fellowships that have strict application deadlines, so make sure to check those dates.

COURSE DELIVERY

Many organizations offer in-person, online and blended courses. Even if you don't see alternative delivery options included in the guide, follow up with the organization to confirm.

ONLINE COURSES

Make sure you check the training website for any stipulations on the length of time you have to access a course once you start it. In some cases, you may have a year to access a course after paying for it, but once you start the course, there may be a limited window to complete it.

CERTIFICATIONS

We use this label for courses that are intended to prepare you for specific certification exams, including Certified Information Systems Security Professional (CISSP) and Project Management Professional (PMP).

CONTINUING PROFESSIONAL EDUCATION CREDITS

Many courses offer CPE credits, so make sure to check the course websites or follow up directly with the organization to get specific details.

Now let's take a look at the training resources!

Acquisition

The federal government procures hundreds of billions of dollars in goods and services every year. That means there's a big demand for people who understand the ins and outs of government acquisition to ensure that agencies get what they need at competitive prices.

In fact, the realm of public-sector acquisition is complex. Although the federal government has a set of regulations that govern purchasing, each state has its own nuanced requirements for buying anything, whether it's office supplies, school meals or massive IT benefits systems.

Managing this process requires a competent team that includes not only contracting officers and their technical representatives, but also program managers, auditors, oversight officials, agency counsel and other personnel.

But one of the biggest challenges the workforce faces is a capacity gap, meaning the existing workforce, however skilled it may be, does not have the time and resources to keep up with demand, according to a 2016 report by the Professional Services Council. Hiring, training and retaining acquisition workers, especially seasoned contracting professionals, are ongoing issues.

For those looking to hone their skills, we've put together a variety of training options to choose from.

$437.8 billion

Federal government procurement obligations in fiscal year 2015

60%

Portion of governmentwide contract obligations for services

Relevant Job Titles

- Contracting Officer
- Contracting Officer's Technical Representative
- Acquisition/Contract Specialist
- Procurement Analyst
- Contract Administrator

How difficult is it to hire employees with the needed acquisition skills?

Extremely difficult **36%**
Very easy **8%**
Not difficult **18%**
Difficult **38%**
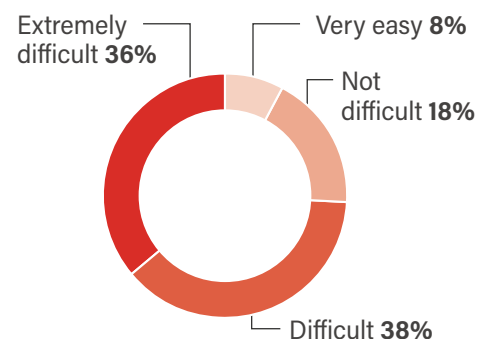
Source: Government Accountability Office; Professional Services Council

ACQUISITION TRAINING

CERTIFICATION
ADVANCED · INTERMEDIATE · BASIC

Federal Acquisition Certification in Contracting Program

- 🕐 Year-Round
- 💲 Free
- 📍 Virtual classroom

The various online courses are separated into three levels. All federal contracting professionals must obtain certification.

LEARN MORE

TRAINING COURSE
ADVANCED

Advanced Simplified Acquisition Procedures

- 🕐 5 days
- 💲 $860
- 📍 Virtual classroom

With a focus on complex, simplified acquisitions that exceed $25,000, this course is a great fit for acquisition professionals looking to increase their warrant level. It will also further students' knowledge of Federal Acquisition Regulation (FAR) Part 13, or simplified acquisition procedures

LEARN MORE

TRAINING COURSE
ADVANCED

Advanced COR Training

- 🕐 5 days
- 💲 $1,149
- 📍 Virtual classroom

Experienced contracting officer's representatives should enroll in this course to enhance skills in contract preparation. Students participate in group role-playing exercises and present their findings and solutions.

LEARN MORE

DEGREE PROGRAM
INTERMEDIATE · ADVANCED

Management Master's Degree with Acquisition and Supply Chain Management Specialization

- 🕐 36 credits
- 💲 $659/credit; $458/credit (in-state resident or military member)
- 📍 Online, on campus, blended

This master's program from the University of Maryland University College is designed for mid-career professionals and those new to the field, according to its webpage. It prepares students for work in contracting, acquisition, supply-chain management or procurement, depending on the specialization they choose.

LEARN MORE

TRAINING COURSE
INTERMEDIATE

Army Intermediate Contracting Course

- 🕐 4 weeks
- 💲 Contact for price
- 📍 Army Acquisition Center of Excellence at the University of Alabama at Huntsville

Participants will gain knowledge and understanding of the FAR/Defense Federal Acquisition Regulation. The course emphasizes Army-specific system acquisition procedures

LEARN MORE

CERTIFICATION
INTERMEDIATE

Certified Federal Contracts Manager

- 🕐 4 hours
- 💲 $325; $150 (National Contract Management Association members)
- 📍 Virtual exam

The Certified Federal Contracts Manager distinction shows that you are knowledgeable about the practice of contracts management in the federal government. This 150-question exam comes with a few prerequisites, including a bachelor's degree, one year of work experience in the contract management field and 80 CPE hours in contract or business management-related topics.

LEARN MORE

CERTIFICATION
INTERMEDIATE

Intermediate FAC-P/PM Acquisition Management

- 🕐 3 days (24 hours)
- 💲 Contact for price
- 📍 On-site

Midlevel/journeyman professionals seeking Federal Acquisition Certificate for Program and Project Managers certifications will develop and refine fundamental skills to help them more effectively manage federal contracts and acquisitions. The course emphasizes the performance challenges participants will encounter in the day-to-day job.

LEARN MORE

TRAINING COURSE
BASIC

Simplified Acquisition Procedures

- 🕐 5 days
- 💲 $1,149
- 📍 Various cities

Do you want to understand the simplified methods of procurement as detailed in FAR Part 13? This course is designed for auditors new to government performance auditing, but it's beneficial for anyone preparing to take the Certified Government Auditing Professional (CGAP) exam. There are 18 sessions slated for 2018, the majority of which take place in Washington, D.C.

LEARN MORE

CERTIFICATION
BASIC

Fundamentals of Acquisition

- 🕐 6 weeks
- 💲 $169; $139 (members)
- 📍 Online

This course provides a basic primer for library acquisitions concepts common to all library material formats. It's tailored for librarians and paraprofessionals new to the field of acquisitions. Five web-based sessions are slated for 2018.

LEARN MORE

Communications

These days, it really doesn't matter what you do — strong communication skills are a must. To get a job, you need to know how to communicate with potential employers. To keep that job, you need to know how to communicate with coworkers and business associates.

With all the structural complexity and scrutiny associated with government, it's even more crucial that public-sector workers possess high-level communication skills. And there are always more tips and tricks to learn.

Whether you work in a communications field such as public relations or just want to improve your skills in a professional setting, opportunities abound.

Check the list below to see if any items pique your interest. Remember, it's never too late to learn something new.
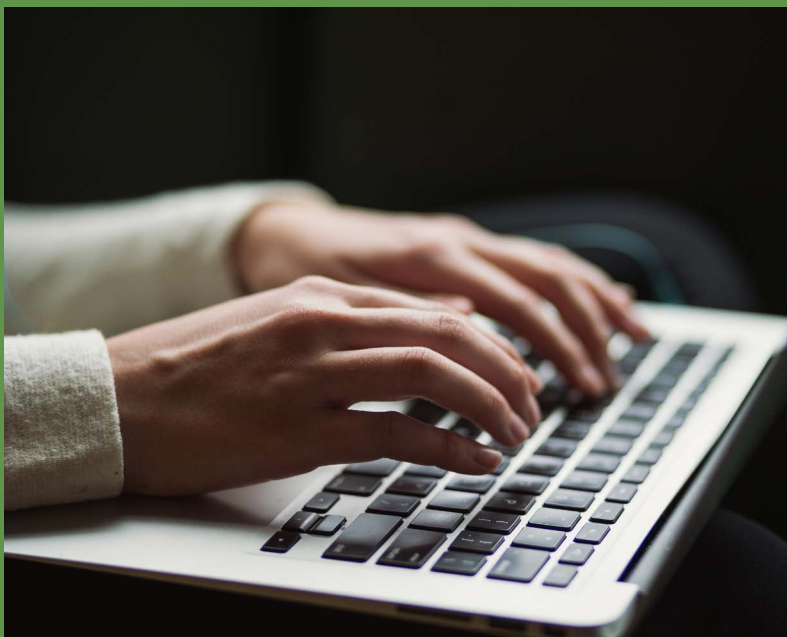
2.51 billion
Visits to federal government sites in the past 90 days*

60%
Portion of governmentwide contract obligations for services

Relevant Job Titles

- Communications Specialist
- Editor
- Research Analyst
- Event Planner
- Technical Writer

Looking broadly at your state and local workforce, what generalizable skill sets are most needed in new hires?

Interpersonal **65%**

Written Communication **53%**

Technology **51%**

Management **32%**

Other **17%**

Finance **14%**

Public speaking/presentation **13%**

Social Media **6%**

COMMUNICATIONS TRAINING

DEGREE PROGRAM
ADVANCED
Communication/Nonprofit Management Certificate

🕐 Fall, spring or summer semester
💲 $4,007/course for M.A. in communication; $3,783/course for Certificate in Nonprofit Management
📍 Online

This track is designed to prepare graduates to lead their nonprofit employers in communication campaigns. Even if they're pursuing a career in the corporate or public sectors, communication specialists are likely to interact with nonprofit organizations. Experience gained in this program is invaluable for that.

LEARN MORE

TRAINING COURSE
ADVANCED
Advanced Communication Skills Course

🕐 1 day (8 hours)
💲 $599
📍 Various classroom options

Good communication skills are a must for just about any professional today. Those looking to learn effective written and verbal communication techniques might find what they're looking for with this course.

LEARN MORE

TRAINING COURSE
ADVANCED
Effective Communication, Presentation and Business Writing for Success

🕐 5 days (40 hours)
💲 $2,999
📍 Various classroom options

Even the best ideas and strategies are useless if they cannot be communicated. This communication course delivers a best-in-class learning experience via interactive lessons, group assessments and role-playing activities.

LEARN MORE

DEGREE PROGRAM
INTERMEDIATE · ADVANCED
Master's in Public Relations & Corporate Communications

🕐 30 Credits
💲 $37,890
📍 Online, on campus, blended (fall, spring, summer)

This master's degree in PR focuses on building students' planning, critical thinking and creative skills. The program's homepage boasts of a curriculum that evolves regularly to align with industry. It's won PRWeek's "PR Education Program of the Year" award three times.

LEARN MORE

TRAINING COURSE
INTERMEDIATE
Project Communications and Stakeholder Management

🕐 1 day
💲 $690; $520 (government)
📍 Online

A successful project manager communicates well with the project's stakeholders. It's as simple as that. In this training course, you take the role of a project manager, learning to identify and classify stakeholders, in addition to planning and managing communication with them.

LEARN MORE

CERTIFICATION
INTERMEDIATE
Business Communication

🕐 Self-paced
💲 $250/package; $145/course
📍 Online

Made up of five individual courses, this certificate track helps students enhance their writing style, format and grammar, and teaches them to put together better presentations in the business environment.

LEARN MORE

TRAINING COURSE
BASIC
Effective Writing Workshop

🕐 2 days
💲 $745
📍 In person

All federal civilian and military employees and contractors are eligible to attend these two-day refreshers. The course agenda follows a three-part format, starting with the fundamentals, moving to attention to detail and ending with rules and application. Attendees will also receive a copy of "The Elements of Business Writing." Seven workshops are scheduled in the Washington metro area in 2018.

LEARN MORE

TRAINING COURSE
BASIC
Dale Carnegie Course

🕐 8-week or 3-day program
💲 $1,995 (3-days)
📍 Various cities

Directed at any employee seeking to maximize performance, develop leadership skills and add value to the organization, this course comes in various formats in many cities. It also qualifies for college credit and/or a professional development certificate program offered by a university partner.

LEARN MORE

TRAINING COURSE
BASIC
Basic Communication Skills Training

🕐 70 Minutes
💲 $29.95
📍 Online (on-demand)

It's important that organizations excel in basic communication skills. This self-paced course from Wonderlic covers ground in persuasive communication and giving and receiving criticism.

LEARN MORE

DAVENPORT INSTITUTE
FOR PUBLIC ENGAGEMENT AND CIVIC LEADERSHIP

EVERY TOWN NEEDS A HERO

- Identify your agency's public engagement strengths and challenges

- Discover why public engagement is a vital 21st-century leadership skill

- Take a deep dive through our Professional Certificate in Advanced Public Engagement for Local Government

The Davenport Institute for Public Engagement and Civic Leadership is building stronger local democracy by supporting public participation in local governance. We believe in the power of engaging the public to foster better policy solutions and a more involved citizenry.

PEPPERDINE | SCHOOL OF PUBLIC POLICY

Cybersecurity

Nationwide, there's a dire need for systems administrators, network engineers and skilled professionals who can fill other roles that require specific security-related skills and certifications.

But government has long struggled to quantify the size of the cyber skills gaps. Part of the challenge is "cybersecurity functions are embedded within a wide range of federal positions that span more than 100 federal occupational series," according to a January 2016 report by the Congressional Research Service.

Most of the cybersecurity work at federal agencies requires skills in customer service and technical support, systems administration, network services, data administration, risk management, software development, cybercrime investigation, and program/project management, according to OPM.

It isn't clear how many professionals with cyber duties work in government and what the current demographics are around this segment of the workforce. Those are some of the unknowns the government is hoping to answer as it implements the 2015 Federal Cybersecurity Workforce Assessment Act.

By April 2018, agencies must assign new job codes to their cybersecurity roles that align with the National Initiative for Cybersecurity Education Framework.

We used the framework and insights from OPM about government's cyber skills shortage to shape our selection of relevant training courses.

746,858

Estimated number of workers employed in cybersecurity-related jobs in 2016

285,681

Cybersecurity job openings posted online between October 2016 and September 2017

Relevant Job Titles

- Cybersecurity Engineer
- Network Engineer/ Architect
- Systems Administrator
- Vulnerability Analyst/ Penetration Tester
- Information System Security Officer/ Information System Security Program Manager
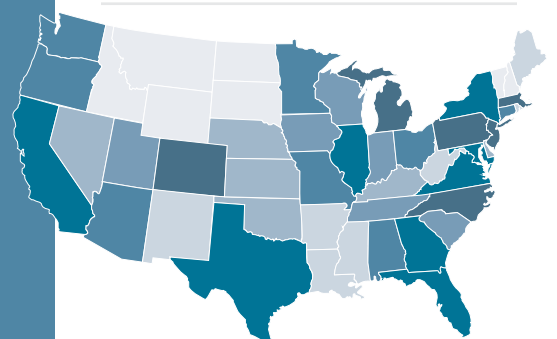
This interactive map shows cybersecurity job posting stats across the country.

	123 – 595
	1,418 – 1,765
	1,766 – 3,016
	3,017 – 7,059
	7,060 – 10,405
	10,406 – 33,454

CYBERSECURITY TRAINING
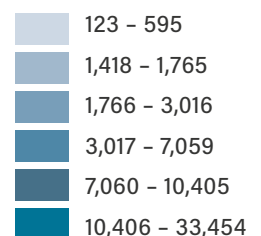
CERTIFICATION
ADVANCED
Official (ISC)² Common Body of Knowledge Training Seminars for the Certified Information Systems Security Professional

- 🕐 8-hour sessions*
- $ $2,995
- 📍 Online, instructor-led

In this training course, candidates will review and refresh their information security knowledge and identify areas they need to study for the CISSP exam. This cybersecurity certification demonstrates your knowledge and shows you have all it takes to design, engineer, implement and run an information security program.

LEARN MORE

Number of sessions varies for weekday, weekend and evening courses

TRAINING COURSE
ADVANCED
Penetration Testing with Kali Linux

- 🕐 On average, 100 hours minimum*
- $ Starting at $800
- 📍 Online, self-paced

Network administrators and security professionals who want to take a serious step into the world of professional penetration testing are ideal candidates for this course. Students will get hands-on training in a simulated network environment and the opportunity to take the Offensive Security Certified Professional certification exam.

LEARN MORE

This estimate reflects the time required to complete the course exercises, not the time required to attack the various lab systems.

TRAINING COURSE
ADVANCED
Advanced Security Essentials — Enterprise Defender

- 🕐 6 days
- $ $6,210
- 📍 Online

Effective cybersecurity is more important than ever as attacks become stealthier, have a greater financial impact and cause broad reputational damage. This course builds on a solid foundation of core policies and practices to enable security teams to defend their enterprise.

LEARN MORE

DEGREE PROGRAM
INTERMEDIATE · ADVANCED
Master of Science in Computer Information Systems

- 🕐 18-24 months
- $ Tuition rates vary
- 📍 Online (on campus, blended options)

This program is designed for students who wish to combine technical competence in information systems with knowledge of managerial and organizational issues.

LEARN MORE

TRAINING COURSE
INTERMEDIATE
National Institute of Standards and Technology Cybersecurity Framework Foundation Certification Training

- 🕐 4-6 hours
- $ $295
- 📍 Online, self-paced (instructor-led, in-person options)

This training course outlines the challenges surrounding critical infrastructure security and explains how implementing a security program based on the NIST Cybersecurity Framework can help organizations mitigate these issues.

LEARN MORE

TRAINING COURSE
BASIC
Fundamentals of Smart Card Technology

- 🕐 6 hours
- $ $99
- 📍 Online

This course provides a thorough overview of the state of the smart card industry, the basic components of smart card technology and applications in the global marketplace. You will learn everything from why people are moving to smart cards to how the basic structure of smart card architecture is formed and used.

LEARN MORE

TRAINING COURSE
BASIC
Introduction to Cyber Security

- 🕐 24 hours (3 hours/week)
- $ Free
- 📍 Online, instructor-led

No prior knowledge of computer security is necessary for this course, which anyone interested in improving the security of their digital information can enjoy.

LEARN MORE

TRAINING COURSE
BASIC
Intro to Information Security

- 🕐 5 days
- $ $5,380
- 📍 Online, on-demand

Are you a non-IT security manager with some technical knowledge? Are you bombarded with complex security terms that you don't understand? Have you decided to make a career change to work in information security and need formal training/certification? If so, this course is designed for you.

LEARN MORE

CERTIFICATION
BASIC
CompTIA CertMaster for A+

- 🕐 12-month subscription license
- $ $139
- 📍 Online, self-paced

CompTIA CertMaster is the online study tool that helps you master CompTIA curriculum and prepare for your certification exam. CompTIA A+ certification validates foundational-level knowledge for a career in IT in areas such as preventative maintenance, networking, security and troubleshooting.

LEARN MORE

Data Science & Analytics

Data science is one of the fastest-growing career fields in both the public and private sectors, and demand shows no sign of slowing.

IBM projects that by 2020 the number of positions for data and analytics talent in the United States will jump to 2,720,000 — up 15 percent from 2015. Within the data science and analytics field, the fastest-growing roles are data scientists and advanced analysts, which are projected to see demand spike by 28 percent by 2020, according to a joint report by IBM, the Business-Higher Education Forum and Burning Glass Technologies.

Now more than ever, agency leaders, midlevel managers and field workers are relying on data to make decisions that improve citizen services, drive successful operations, save lives, and shape technology and resource investments. Having the right people who can make sense of that data is key.

In government, you'll find data scientists spread across multiple job series, including IT managers, contractors, public health specialists and economists. At the CIA, for example, the ideal data scientist has keen technical insight, creativity, initiative and curiosity.

But whether you're a data scientist by title or not, we've provided a range of training opportunities to develop new and existing skills.

81%
Amount of data science and analytics jobs that require workers to have at least three to five years of experience

2,720,000
Projected job positions for data and analytics talent in the United States in 2020

$80,265
Average salary of all advertised data science and analytics jobs in the United States

Relevant Job Titles

- Data Architect
- Data Engineer
- Data Scientist
- Business Intelligence Specialist
- Research Analyst

Source: "The Quant Crunch"

DATA SCIENCE & ANALYTICS TRAINING

CERTIFICATION
ADVANCED
Certified Analytics Professional

- 🕐 3 hours to complete exam
- 💲 Base price: $695; $495 (INFORMS members)
- 📍 Online*

The Certified Analytics Professional (CAP) is an independent validation that you have superior knowledge of the entire analytics process, from business problem framing, analytics problem framing and data through to methodology selection and model building, deployment, and lifecycle management. CAP is vendor- and software-neutral and is sponsored by INFORMS, a neutral third party.

[LEARN MORE]

Once your application to become a CAP is submitted and reviewed, you can take the exam at one of more than 700 computer-based testing centers worldwide. On-premises testing options are available.

TRAINING COURSE
ADVANCED · INTERMEDIATE
Deep Learning

- 🕐 3 months
- 💲 Free
- 📍 Online, self-paced

In this course, you'll develop a clear understanding of the motivation for deep learning and design intelligent systems that learn from complex and/or large-scale datasets. The course is part of the Machine Learning Engineer Nanodegree program and is geared toward those who have taken a first course in machine learning.

[LEARN MORE]

SUMMIT
INTERMEDIATE
RegTech Data Summit 2018

- 🕐 March 7
- 💲 $25 (government)*
- 📍 On-site

Regulatory technology solutions — "RegTech" — can enable automation, reduce fraud, cut compliance costs and provide analytics, but only if government and industry work together to organize regulatory data. The first RegTech Data Summit will connect agency leaders with members of Congress, regulated industries and tech companies to define this future.

[LEARN MORE]

Prices vary for public-sector, academia and Data Coalition members.

TRAINING COURSE
INTERMEDIATE
Data Visualization: Storytelling

- 🕐 1 hour, 37 minutes
- 💲 Lynda subscription required
- 📍 Online

Join data visualization expert Bill Shander as he guides you through the process of turning facts and figures into engaging stories. This course is intended for anyone who works with data and communicates it to others, including researchers, data analysts, consultants and journalists.

[LEARN MORE]

WORKSHOP
INTERMEDIATE
Building the Case for Public Statistics

- 🕐 March 8
- 💲 Prices vary (members/nonmembers)
- 📍 Washington, D.C.

Researchers, businesses and governments rely on data, and we need to do a better job of telling policymakers that investment in data is important. This training will give stakeholders in federal statistics the tools they need to educate policymakers on the value of their data.

[LEARN MORE]

TRAINING COURSE
INTERMEDIATE
Data Analysis Circuit

- 🕐 10 weeks
- 💲 $1,250*
- 📍 Online

This course was made for people with little to no SQL and programming skills. You'll learn how to mine databases using SQL, clean up the data in Microsoft Excel and tell stories through visualizations. You'll also be paired with a mentor to receive useful feedback on improving your work.

[LEARN MORE]

Payment plans available.

TRAINING COURSE
INTERMEDIATE
Python for Data Science and Machine Learning Bootcamp

- 🕐 21.5 hours on-demand video*
- 💲 $195**
- 📍 Online (access on mobile and TV)

Are you ready to become a data scientist? This comprehensive course is designed for beginners with some programming experience and experienced developers looking to make the jump to data science. You'll learn how to use Python to analyze data, create beautiful visualizations and use powerful machine learning algorithms.

[LEARN MORE]

Includes more than 100 HD video lectures and detailed code notebooks
**Check website for discounted rates.*

TRAINING COURSE
BASIC
Big Data Technology Fundamentals Online

- 🕐 90 minutes
- 💲 Free
- 📍 Online

This self-paced course presents foundational information about big data and covers basic architecture, value and potential use cases. The course also provides introductory-level material about database architectures and specifics of the key technologies involved — Hadoop, MapReduce, and Apache Hive and Pig — plus an introduction to the Amazon Web Services big data ecosystem.

[LEARN MORE]

CERTIFICATION
BASIC
Applications of Deep Learning with Caffe, Theano, and Torch

- 🕐 45 minutes
- 💲 Free
- 📍 Online

This hands-on introductory class is intended to serve as an introduction to the concept of deep learning and a live tour of the major software frameworks. It presents some complex-looking code, but it is not necessary to understand it to complete the class. Registration is required.

[LEARN MORE]

The Heinz College of Information Systems and Public Policy at Carnegie Mellon University is a graduate school without boundaries, using the latest in analytical methods to solve problems at the critical nexus of technology, policy, and people.

HEINZ COLLEGE RANKINGS

#1 Information and Technology Management
(U.S. News and World Report)

#1 Analytics Education
(INFORMS-UPS George D. Smith Prize)

#1 Cybersecurity
(Universities.com)

#1 Online IT Degrees
(TheBestSchools.org)

Economics

When it comes to planning government policy, drafting proposed legislation and confronting current, future and anticipated challenges, economic knowledge and understanding are vital.

The government needs economic insights to inform its work on foreign policy, tax structures, national defense budgets and more. "Government economists are directly concerned with major national and international issues," OPM noted in its "Economist Series." "Research done in such an environment is inclined to be less a seeking of knowledge for knowledge's sake, than a pragmatic search for information to solve real and immediate problems."

Economists help others understand how laws and conditions may affect the production, distribution and consumption of wealth.

There are many instances in which government decisions appear not to have economic implications when in fact they do. For example, economists are being asked to tally the costs of the raging fires and catastrophic hurricanes that devastated communities in 2017. When there's a change in prison policy or a school program, they help quantify positive gains and the negative effects on families and public resources.

To help economists stay sharp and build new skills, we've compiled training opportunities that range from cost-benefit analysis to career planning.

0.22%
Percent of the federal workforce are economists in the 0110 job series

21,300
Number of jobs economists held in 2016

Relevant Job Titles

- Financial Economist
- Labor Economist
- Regional Economist
- Industry Economist
- Agricultural Economist

The largest employers of economists are as follows:

22% Federal government, excluding Postal Service

17% Scientific research & development services

15% Management, scientific & technical consulting services

9% State government, excluding education and hospitals

7% Finance & insurance

Source: bls.gov; OPM

TRAINING PROGRAM
ADVANCED
Leading Economic Growth

- 🕐 6 days
- $ $8,500
- 📍 Cambridge, Massachusetts

Leading Economic Growth is an executive program that brings together experts in economic development with practitioners from around the globe to focus on practical approaches to shared growth and development.

LEARN MORE

CONFERENCE & PROFESSIONAL WORKSHOPS
ADVANCED · INTERMEDIATE
Society for Benefit Cost Analysis 10th Annual Conference and Meeting

- 🕐 March 14-16
- $ Member and nonmember rates
- 📍 Washington, D.C.

The Society for Benefit-Cost Analysis is an international group of practitioners, academics and others who are working to improve the theory and application of the tools of benefit-cost analysis. Professional development workshops are held the day before the conference.

LEARN MORE

CONFERENCE & CONTINUING EDUCATION PROGRAM
ADVANCED · INTERMEDIATE
2018 Allied Social Science Associations Annual Meeting

- 🕐 3 days
- $ $125 (online, on-site registration)
- 📍 Philadelphia, Pennsylvania

The American Economic Association, in conjunction with about 58 associations in related disciplines, holds a three-day meeting each January to present papers on general economic subjects. More than 520 scholarly sessions are held. In 2017, 13,465 people registered.

LEARN MORE

WORKSHOP
INTERMEDIATE
Cost-Saving Strategies to Improve County Economic and Energy Resilience: A Resilient Counties Forum

- 🕐 2 hours, 55 minutes
- $ Free
- 📍 Online (pre-recorded)

The Resilient Counties Forum was an opportunity for county leaders to gain a better understanding of how they can help meet county disaster management, energy cultivation and protection, resource recycling, and infrastructure financing goals.

LEARN MORE

WEBCAST
INTERMEDIATE · BASIC
Career Planning Webcast

- 🕐 90 minutes
- $ Free
- 📍 Online (pre-recorded)

This webcast was created as part of the American Statistical Association's initiative on Career Success Factors for Statisticians. Six eminent statisticians from academia, industry and government answered questions about issues they commonly encounter. Topics include career advancement, work and family, compensation, and job satisfaction.

LEARN MORE

CERTIFICATION
INTERMEDIATE
Applied Econometrics

- 🕐 Aug. 6-9
- $ $1,800*
- 📍 Washington, D.C.

The Applied Econometrics Certificate Program is not like academic econometric courses, which are often long on theory and short on practical applications. This program emphasizes business applications of statistical techniques and covers cutting-edge developments in economic methodologies and quantitative analysis.

LEARN MORE

Government employee early bird rate. There are special rates for National Association for Business Economics members.

TRAINING COURSE
INTERMEDIATE
Georgetown Center for Econometric Practice

- 🕐 1-2 days
- $ $950 (government/nonprofit)
- 📍 Washington, D.C.

Training courses are designed to be of particular benefit to economists and social scientists in the public and private sectors who want to know how to use econometric methods and a variety of data to inform policy-making.

LEARN MORE

CERTIFICATION
BASIC
Principles of Macroeconomics*

- $ Free
- 📍 Online

The course introduces basic models of macroeconomics and illustrates principles with the experience of the U.S. and foreign economies. Topics include employment, unemployment, interest rates, inflation, the sub-prime crisis, Social Security and public debt. The course is included in MIT OpenCourseWare, a web-based publication of virtually all Massachusetts Institute of Technology course content.

LEARN MORE

There's no signup, enrollment or dates. Freely browse the OCW collection and use it at your own pace.

DEVELOPMENT PROGRAM
BASIC
The Economist Program

- 🕐 Three years*

This is the International Monetary Fund's main entry program for economists who want to accelerate their careers and gain exposure to a cross-section of IMF's work. The competitive program is intended for newly minted Ph.D. candidates with limited or no work experience.

LEARN MORE

Check the website for eligibility requirements and application deadlines.

Financial Auditing

Government agencies nationwide award billions of dollars in grants, loans and other agreements every year. All of these are subject to compliance audit requirements.

That means there's a growing market for people who are qualified to conduct audits. And even with political pressure to minimize spending, the government will remain one of the largest economic forces in the United States.

Those who work in this field are responsible for tasks such as maintaining and examining government agency records and auditing businesses and individuals whose activities are subject to government regulations or taxation. Given both the importance of government work and the public scrutiny it receives, it's extremely important that finances stay in line.

Below is a list of training courses for new and seasoned government financial auditors.

1,397,700
Accountant and auditor jobs in the United States in 2016

10%
Job growth predicted from 2016 to 2026 — faster than average

$68,150
Median pay for accountants and auditors in 2016

Relevant Job Titles

- Budget Analyst
- Revenue Agent
- Financial Manager
- Bookkeeper, Accounting and Auditing Clerk
- Cost Estimator

Source: Bureau of Labor Statistics

FINANCIAL AUDITING TRAINING

CERTIFICATION
ADVANCED
ACAMS Advanced Financial Crimes Investigations Certification

- 🕐 Cohort dates announced on acceptance
- 💲 $3,995
- 📍 Online

This course provides those who have already earned the Certified Anti-Money Laundering Specialist Certification with additional education and training to hone investigative skills. Upon completion, participants can detect, report and prevent financial crime and illicit activity.

LEARN MORE

The certification course also includes a self-study, three-day live course and final exam (publishable paper) component.

TRAINING COURSE
ADVANCED
Internal Audit Advanced Training Course

- 🕐 3 days
- 💲 $1,575
- 📍 In-person

A course to help experienced internal auditors understand underlying concepts and principles that drive the practice. It's ideal for senior auditors who are preparing to become audit team managers. Sessions will take place in locations nationwide in 2018.

LEARN MORE

TRAINING COURSE
ADVANCED
Advanced Auditing for Employee Benefit Plans

- 🕐 Self-study
- 💲 $379; $299 for Association of International Certified Professional Accountants (AICPA) members
- 📍 Online

This self-study course covers many of the same competencies found on advanced employee benefits audit certificate exams. Students work through interactive case studies and learning exercises.

LEARN MORE

DEGREE PROGRAM
INTERMEDIATE · ADVANCED
Master's in Accounting, Auditing Concentration

- 🕐 Can be completed in as few as 15 months
- 💲 $627/credit; $470/credit (military)
- 📍 Online

The program is designed to groom the accountants and auditors of the future. Students will learn about the latest technologies used to solve auditing challenges, and the steps companies must take to comply with federal requirements. The degree aligns with the Content and Skill Specification Outlines set by AICPA.

LEARN MORE

TRAINING COURSE
INTERMEDIATE
Graduate School USA's Auditing Outsourced Government Services

- 🕐 2 days
- 💲 $699
- 📍 Washington, D.C.*

With so many of today's government services outsourced, auditors play a pivotal role in assuring agency dollars are well-spent. Through case studies, students can learn how to make the process as efficient as possible. Sessions are available in March, July and September.

LEARN MORE

The course can also be brought to your location on a contract basis.

CERTIFICATION
INTERMEDIATE
CGAP Exam Prep Program

- 🕐 On-demand*
- 💲 $350**
- 📍 Online

This four-course program prepares participants to sit for the CGAP exam. The program is based on source materials from the Institute of Internal Auditors and the latest literature on the roles and expectations of government auditors in the current era of enhanced accountability.

LEARN MORE

*Upon purchase, the user has 180 days to complete these courses.
**Special pricing for American Center for Government Auditing members is available.*

TRAINING COURSE
BASIC
Graduate School USA's Basic Governmental Auditing

- 🕐 5 days
- 💲 $1,349
- 📍 Several major U.S. cities

The course is designed for auditors new to government performance auditing. It would be beneficial to anyone preparing to take the CGAP exam. Eighteen sessions are slated for 2018, the majority of which take place in Washington, D.C.

LEARN MORE

TRAINING COURSE
BASIC
Internal Audit Basic Training Course

- 🕐 3 days
- 💲 $1,575
- 📍 Several major U.S. cities

Are you looking to develop a strong base of knowledge of the essential audit? Do you want to become a successful internal auditor? Learn through expert instructor presentations, group discussions, role-playing, audit exercises, whiteboard diagramming and simulations. Several sessions are slated for 2018.

LEARN MORE

CERTIFICATION
BASIC
Basics of Auditing: A Complete Study

- 🕐 Self-paced
- 💲 $25
- 📍 Online

If you're looking for an overview of auditing fundamentals, this course is a good place to start. Provided by Udemy, the five-and-a-half hours of video lectures in the package cover such topics as the evolution, objectives and limitations of auditing.

LEARN MORE

Human Resources

As human resources departments become increasingly important to modern organizations, the demand for highly capable HR workers is also rising. In truth, HR is the glue that holds a company or agency together.

Tasks for the HR specialist are far-reaching — from recruitment and hiring to employee benefits to federal compliance. In government, where issues of employee retention and development are especially pressing, a strong HR department can have a profound impact on efficiency.

Maybe your organization needs to improve its staffing policies. Maybe it needs to change how it incentivizes employees to do their best work. Maybe it needs to better instill a culture of inclusivity. Much of a working environment's identity depends on the quality of those who perform HR duties.

Whether you're a seasoned HR professional or brand new to the field, our list of trainings and certifications should have something for you.

547,800

Number of HR specialist jobs in the United States in 2016

7%

Job growth predicted from 2016 to 2026 — as fast as average

$59,180

Median pay for HR specialists in 2016

Relevant Job Titles

- Human Resources Manager
- Human Resources Specialist
- Administrative Services Manager
- Compensation, Benefits Manager
- Training, Development Specialization

Source: Bureau of Labor Statistics

HUMAN RESOURCES TRAINING

TRAINING COURSE
ADVANCED
Advanced Human Resource Executive Program

🕐 2 weeks
$ $24,500
📍 Sessions in Ann Arbor, Michigan

A team of high-level HR thought leaders will lead the sessions, using a combination of action-learning experiences, group discussions, team exercises, lectures, case studies and projects. This University of Michigan program is geared to senior HR executives and general managers who realize the importance of HR to business success. Sessions in 2018 are in March, July and October.

LEARN MORE

TRAINING COURSE
ADVANCED
Advanced Strategies in Human Resource Management

🕐 3-6 months
$ $1,200; $240/individual course
📍 Online, on-demand

Learn how to implement successful selection systems, establish strategic partnerships and develop high-performance organizations. The program consists of three required courses and two electives. Complete it at your own pace, and earn 15 Continuing Education Units.

LEARN MORE

DEGREE PROGRAM
INTERMEDIATE · ADVANCED
M.S. in Human Resource Management and Development

🕐 24 core credits, 12 concentration credits, 3 capstone credits
$ Contact for tuition info
📍 Online, on campus, blended

New York University's master of science in human resource management and development is one of the premier programs in the country. Students become equipped as strategic business professionals adept in leading and managing talent.

LEARN MORE

CERTIFICATION
INTERMEDIATE
Human Resource Management Undergraduate Certificate

🕐 18 credits
$ $499/credit; $289/credit (in-state); $250/credit (military)
📍 Online

Students learn how to apply business knowledge, reflective practices and ethical leadership skills. This University of Maryland University College track can help in preparation for the Professional in Human Resources or Senior Professional in Human Resources certification exams.

LEARN MORE

TRAINING COURSE
INTERMEDIATE
Recruiting, Interviewing and Selecting Employees

🕐 3 days
$ $2,345; $2,095 (American Management Association members); $1,984 (GSA)
📍 Various cities

Making the wrong hiring decision means throwing away time and money. This seminar will help students learn to make the right hiring decisions to contribute more to an organization. Held in different cities in March, April, May, June, August and September in 2018.

LEARN MORE

CERTIFICATION
INTERMEDIATE
Human Resources Essentials

🕐 3 months
$ $3,600
📍 Online

Whether you're new to HR or just need to have a better understanding of the HR role, the six courses in this certificate program aim to equip students with a variety of skills. Topics include hiring, communication and workplace management.

LEARN MORE

TRAINING COURSE
BASIC
Basic Employee Relations: Your Accountability as a Supervisor or Manager

🕐 3 hours
$ Free
📍 Online

This course is designed to build supervisors', managers' or employee relations practitioners' skills in handling performance and discipline problems. Students will explore the importance of communicating and documenting, and procedures ranging from counseling for improvement to implementing formal consequences.

LEARN MORE

TRAINING COURSE
BASIC
Human Resources for Anyone with Newly Assigned HR Responsibilities

🕐 1 day
$ $149
📍 In-person, various cities

If you're new to HR, this might be the seminar for you. Attendees will learn the basics of benefits, recordkeeping, employee confidentiality, discipline, hiring and more.

LEARN MORE

CERTIFICATION
BASIC
Certificate Program in FMLA & ADA Compliance

🕐 3 days
$ $2,195
📍 In-person, various cities

This program includes 15 sessions that explore all aspects of the federally required Family and Medical Leave Act and Americans with Disabilities Act compliance rules. As a bonus, attendees gain additional access to FMLA and ADA training and certification programs.

LEARN MORE

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GOVERNMENT

Information Technology

The growing emphasis on cloud computing, information security and maintaining big data means government agencies at all levels are vying for professionals who can build, operate and manage IT, and implement technology-related policies.

"Recruiting new federal employees and ensuring that existing personnel receive the right training and have the right tools to make use of new technologies needs to be at the forefront of the IT workforce efforts," according to a 2017 workforce report by the CIO Council.

The same is true for state and local governments. Past reports by the National Association of State CIOs show that lack of funds for training is one of state governments' top barriers to developing, supporting and maintaining IT services. But the dire need to support and secure government systems is forcing agencies to rethink their professional development strategies if they want to keep qualified employees on board.

To help you map out your training plans, we've compiled resources on IT modernization, software testing, basic certifications and more.
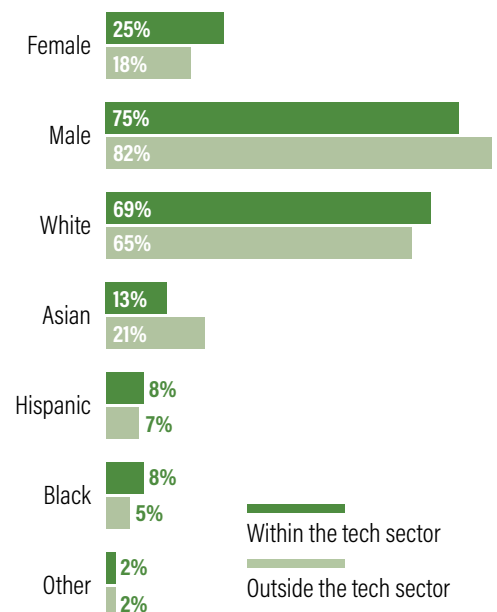
90%
Percent of IT workers performing jobs outside the IT industry, including health care, manufacturing and financial services

Relevant Job Titles

- IT Specialist (security, data management, customer support)
- Software Developer/ Engineer
- Systems Engineer
- Database Administrator
- Technical Writer

Estimated Percent of Technology Workers Within and Outside the Technology Sector by Race/Ethnicity and Gender, 2015

Category	Within the tech sector	Outside the tech sector
Female	25%	18%
Male	75%	82%
White	69%	65%
Asian	13%	21%
Hispanic	8%	7%
Black	8%	5%
Other	2%	2%

■ Within the tech sector
■ Outside the tech sector

Source: Labor Department, Government Accountability Office

DEGREE PROGRAM
ADVANCED
M.S. in Information Networking

- 🕐 Two academic years*
- 💲 Tuition rates vary**
- 📍 Pittsburgh, Pennsylvania

This degree provides an advanced, specialized curriculum combining computer science, electrical and computer engineering, software engineering, and information systems, while incorporating business and policy perspectives. It positions graduates to pursue doctoral degrees or obtain leadership, technical and management positions across various sectors.

LEARN MORE

*Options are available to accelerate this schedule.
**Tuition is set in the spring for the class entering the following fall.

DEGREE PROGRAM
ADVANCED
Online Master of Information Technology Program

- 🕐 Maximum of five years to complete degree
- 💲 $30,525*
- 📍 Online

Virginia Tech offers this program to prepare you to be a technological leader in your field or community. This unique interdisciplinary program is offered jointly by the Pamplin College of Business and the College of Engineering.

LEARN MORE

*Estimated total cost of the 11-course degree program

TRAINING COURSE
INTERMEDIATE
Software Testing Review Course

- 🕐 Self-paced
- 💲 $155; $125 (members)*
- 📍 Online

Participants will learn about testing fundamentals, including terminology and the relationship of testing with other lifecycle activities. From there, the course covers test levels, testing techniques, test-related measures and test processes, and concludes with an examination of testing tools as they are applied to actual software testing operations.

LEARN MORE

*Student member rates available, too.

TRAINING COURSE
INTERMEDIATE · BASIC
The Roadmap to IT Modernization

- 🕐 30 minutes
- 💲 Free
- 📍 Online, self-paced

IT modernization is critical to the future of government. Employees and citizens want better services. Agencies need to cut costs even while they add capabilities. And outdated, legacy systems must be removed to maintain operations and security. This course explains how agencies can do just that.

LEARN MORE

TRAINING COURSE
INTERMEDIATE
Agile Development Using Ruby on Rails — The Basics

- 🕐 6 weeks
- 💲 Free*
- 📍 Online, self-paced

Learn how to code long-lasting software using Agile techniques to develop Software-as-a-Service using Ruby on Rails. You will understand the new challenges and opportunities of SaaS vs. shrink-wrapped software and learn to apply fundamental Rails programming techniques to the design, development, testing and public cloud deployment of a SaaS application.

LEARN MORE

*Add a Verified Certificate for $99.

TRAINING COURSE
BASIC
Cloud Computing Essentials Introduction 1200

- 🕐 April 25-27
- 💲 $2,650; $2,050 (American Council for Technology and Industry Advisory Council members)
- 📍 Online or in-person

In this training course, you will evaluate and assess the business and technical benefits of cloud computing, gain the foundation to analyze cloud applications for use in your organization, and learn how cloud computing can provide efficient solutions to technical, business and administrative challenges.

LEARN MORE

TRAINING COURSE
BASIC
Section 508: What is It and Why is It Important to You?

- 🕐 1 hour
- 💲 Free
- 📍 Online

Anyone interested in learning about Section 508, what it is and why it's important should enroll. In this course, you'll learn how Section 508 conformance can make information and communication technology more accessible to persons with disabilities, and about job-related responsibilities for meeting Section 508 standards and available resources.

LEARN MORE

CERTIFICATION
BASIC
Achieving ITIL Foundation Certification

- 🕐 3 days
- 💲 $2,650; $2,355 (government)
- 📍 Online (live) or in person

This ITIL Foundation Certification training course is where you can start your journey into the realm of the Information Technology Infrastructure Library and prepare for the ITIL Foundation Certification exam. ITIL is not about creating things like projects do, it's about delivering IT services that demonstrate real value to the organization.

LEARN MORE

CERTIFICATION
BASIC
Computing Technology Industry Association CertMaster for A+

- 🕐 12-month subscription license
- 💲 $139
- 📍 Online

This online study tool helps you master CompTIA curriculum and prepare for your CompTIA A+ certification exam. CompTIA A+ covers the fundamentals of computer technology, installation and configuration of PCs, laptops and related hardware, and basic networking.

LEARN MORE

Leadership

The heartbeat of any organization is people. True leaders understand that and make every effort to provide overall direction and vision for their organization, create a positive workforce culture, and develop future leaders.

But budget uncertainties, workforce reductions, dramatic changes in policy and other hiccups can make it hard to clearly communicate to employees, effectively address their concerns, empower them to do their jobs and ultimately guide them through trying times. Strong leaders get in the trenches with their employees and provide a listening ear and guidance.

Leadership is less about titles and years of experience, and more about the character, empathy, knowledge and abilities that others see in you and that compel them to follow you, confide in you and model your behaviors. The presence of a good leader can inspire others, and good leaders deserve recognition.

No matter where you sit in an organization or what your job entails, you have the capacity to be a great leader. The ability to lead — by action, word and deed — is a critical skill that spans job series, agencies and governments.

The best leaders are lifelong learners, and we want to help you on your leadership path.

Relevant Job Titles

- Project/Team Lead
- Supervisor
- Manager
- Chief/Executive (Senior Executive Service level)
- Director

When 195 global leaders were asked to rate 74 leadership qualities, these rose to the top.

1 Has high ethical and moral standards

2 Provides goals and objectives with loose guidelines/direction

3 Clearly communicates expectations

4 Has the flexibility to change opinions

5 Is committed to my ongoing training

6 Communicates often and openly

7 Is open to new ideas and approaches

8 Creates a feeling of succeeding and failing together

9 Helps me grow into a next-generation leader

10 Provides safety for trial and error

Source: Harvard Business Review

LEADERSHIP TRAINING

DEVELOPMENT PROGRAM
ADVANCED
Excellence in Government Fellows Program

🕐 May 2018-March 2019, 24 total days
$ $11,400
📍 Washington, D.C. (One session in Williamsburg, Virginia)

EIG is for GS-14 and GS-15 (or equivalent) leaders seeking to solve national challenges by driving innovation, inspiring employees and delivering results. Candidates must have a record of strong accomplishment and demonstrate high potential in OPM's Executive Core Qualifications.

[LEARN MORE]

DEVELOPMENT PROGRAM
ADVANCED
Partners Program

🕐 9 months
$ $4,950 (government)*
📍 In-person, locations vary

The program offers senior leaders a challenging curriculum to prepare them for promotion to the SES or C levels within three to five years. Courses are based on OPM's Executive Core Qualifications, and the program focuses on creating collaboration through a 1:1 ratio of government to industry participants.

[LEARN MORE]

This includes all meals, facilities and overnight accommodations.

DEVELOPMENT PROGRAM
ADVANCED · INTERMEDIATE
Key Executive Leadership Certificate

🕐 32 class days in 8 months
$ $21,000*
📍 Washington, D.C.

Based on the Executive Core Qualifications, the Key Executive Leadership Certificate is designed to provide a unique experience for enthusiastic and seasoned managers who want to strengthen their management and leadership skills. Sessions are spaced out to give participants time to apply what they learn.

[LEARN MORE]

This includes all eight courses, six coaching sessions and all course materials.

TRAINING PROGRAM
INTERMEDIATE
NextGen Leadership Program

🕐 6 months
$ Cost varies (early-bird, group rates)*
📍 Online

GovLoop and Young Government Leaders' governmentwide virtual training program develops and empowers the next generation of government leaders. Program participants are paired with a mentor based on the Executive Core Qualifications and the mentees' specific action plan. Participants engage in a series of online training sessions focused on leadership, development and career advancement.

[LEARN MORE]

The program also includes the two-day, in-person Next Generation of Government Training Summit in Washington, D.C.

CERTIFICATION
INTERMEDIATE
Mid-Career Managers Institute

🕐 18 months*
$ $1,795
📍 Online and in-person components

The institute is designed to enhance and develop participants' leadership abilities and effectiveness. This is accomplished by providing broader understanding of their responsibilities as leaders, perspective on critical leadership and management issues facing mid-career managers, and understanding and awareness of concepts and techniques relevant to local government

[LEARN MORE]

Registration deadline is March 1.

TRAINING PROGRAM
INTERMEDIATE · BASIC
Your Brain on Conflict

🕐 Self-paced
$ Free
📍 Online

Why is it so much harder to make a decision in the afternoon? Why did you suddenly remember the name of the client you've been trying to recall all day? Ken Buch, an Adjunct Faculty and Executive Coach at the University of Maryland Office of Executive Programs, explains the physical effects of your brain experiencing conflict.

[LEARN MORE]

INTERACTIVE SEMINAR
INTERMEDIATE · BASIC
Making the Transition from Staff Member to Supervisor

🕐 Two days
$ $1,700 (GSA pricing)
📍 Locations nationwide*

This interactive seminar will help you avoid common pitfalls of your new status and responsibilities. You'll learn the secrets of managing people and get all the essentials, from motivating direct reports and coaching to conflict resolution and legal compliance. With hands-on practice, you'll have skills you can begin using right away.

[LEARN MORE]

41 scheduled sessions located nationwide between Jan. 1- Oct. 1. Live online and on-site options are available.

FELLOWSHIP
INTERMEDIATE
Council of State Governments Henry Toll Fellowship Program

🕐 6 days
$ Travel costs*
📍 Lexington, Kentucky

The Toll Fellowship Program, named for CSG founder Henry Wolcott Toll, is one of the country's premier leadership development programs for state government officials. Each year, the program brings 48 of the nation's top officials from all three branches of state government together for an intensive leadership boot camp.

[LEARN MORE]

Lodging and meals are covered.

TRAINING COURSE
BASIC
Management and Leadership: Growing as a Manager

🕐 4 weeks (three hours/week)
$ Free*
📍 Online

This online course will provide an introduction to the foundational skills and knowledge you need when becoming a manager. It was developed by the Open University Business School — a pioneering institution that is triple accredited.

[LEARN MORE]

You can upgrade the course for $89 to get unlimited access and a certificate of achievement.

Project Management

The projects governments at every level run face intense scrutiny. We've all heard the horror stories about bloated projects coming in over budget by millions of dollars; inefficient programs delayed by months — if not years; and projects that are never completed but still cost taxpayers money.

At the same time, transparency and openness efforts mean project managers must provide more detailed documentation, while demands for efficiency grow ever louder. All this is happening while budgets are tighter, resources are scarcer and more government workers retire.

If you're a project manager — or aspire to be one — we're here to help. We've compiled a list a training resources aimed at meeting some of the top challenges we've heard from the project management community, and we also included courses on some of the ongoing trends in government project management such as Agile and DevOps.

These methods are more flexible and intuitive for managing projects, but they're not without their challenges. Use the course selection on the next page as a starting point to get you up to speed on these and other key issues.

$97 million

The amount of money on average that organizations waste for every $1 billion invested due to poor project performance

Relevant Job Titles

- IT Project Manager
- Acquisition Project Management Specialist
- Interdisciplinary Project Manager
- Implementation Manager
- Team Leader

GovLoop asked 374 public-sector professionals about their challenges, best practices and No. 1 tips for good project management:

What are the biggest challenges you face in getting a project done?

Lack of management support **38%**

Insufficient motivation/resources **38%**

Insufficient budget **36%**

Change in strategy **34%**

Imprecise goals **32%**

Bad estimates/missed deadlines **29%**

Change in environment **24%**

Source: PMI.org

PROJECT MANAGEMENT TRAINING

TRAINING COURSE
ADVANCED

Assessing and Recovering Troubled Projects

- 🕐 2 days
- 💲 $1,319
- 📍 Washington, D.C.

Save your projects before they fail. This course explains and reinforces the need for project control throughout the recovery of challenged projects. It helps you determine the symptoms of a challenged project, create an assessment and recovery process, and prevent future problems.

LEARN MORE

CERTIFICATION
ADVANCED

PMP Certification Training Course

- 🕐 35 hours
- 💲 $2,833 (government)
- 📍 Classroom, live online

PMP certification validates your competence to perform in the role of a project manager, leading and directing projects and teams. In this PMP training course, you gain a deep understanding of essential terminology and knowledge areas that prepare you to pass the PMP certification exam.

LEARN MORE

TRAINING COURSE
ADVANCED

Leading and Managing High-Performing Project Teams

- 🕐 2 days
- 💲 $1,319
- 📍 Washington, D.C.*

Students will gain a practical understanding of how to assess and sustain effective team performance throughout the project lifecycle, and identify and resolve key resource issues. Focus areas include improving self-understanding, assessing the effectiveness of others, team building, leadership, motivation and conflict resolution.

LEARN MORE

Remote seats may be available for this course.

TRAINING COURSE
INTERMEDIATE · BASIC

Agile Project Management for the Federal Environment

- 🕐 3 days
- 💲 $1,569
- 📍 Online (classroom)*

Built from the ground up specifically for the federal workforce, this course addresses the application of Agile project management methodologies to a federal environment. It moves beyond Agile's typical focus on software development and IT to include applications in acquisition, program management and non-IT domains.

LEARN MORE

* There is also a self-paced option that costs $1,109.*

TRAINING COURSE
INTERMEDIATE

Managing Resources Across Project Teams

- 🕐 1 hour, 36 minutes
- 💲 Lynda subscription required
- 📍 Online

Are you managing multiple projects? Learn how to prioritize projects based on resource availability and how to get the people you want on your team. Hear how to construct a resource plan that ensures no resource is overcommitted or underused, and identifies bottlenecks and interdependencies of resources, projects and time.

LEARN MORE

TRAINING COURSE
INTERMEDIATE · BASIC

Fundamentals of Human-Centered Design*

- 🕐 3 days
- 💲 $1,900
- 📍 Washington, D.C.

In this workshop, you'll learn the theory and practice of human-centered design. Participants will understand why, when and how to apply human-centered design to their public-sector work, whether they are involved in policy design, program management or service delivery.

LEARN MORE

For federal employees only.

TRAINING COURSE
BASIC

Essentials of Project Management for the Nonproject Manager

- 🕐 2 days
- 💲 $1,889 (GSA price)
- 📍 Locations nationwide*

This training seminar is designed for individuals with little or no prior knowledge of project management who serve on project management teams, those who want to know more about PM, or those making the transition to project management.

LEARN MORE

20 scheduled sessions located nationwide Jan. 18-Oct. 1. Live online and on-site options are available.

TRAINING COURSE
BASIC

Essentials of Project Management (Full Series)

- 🕐 Self-paced
- 💲 $400; $350 (Project Management Institute members)
- 📍 Online

This course will benefit anyone interested in learning the fundamentals of managing projects, with a focus on preparing for the Certified Associate in Project Management credential exam.

LEARN MORE

TRAINING COURSE
BASIC

Introduction to DevOps

- 🕐 10 minutes
- 💲 Free
- 📍 Online, self-paced

If you want to better understand DevOps, this course is for you. In three lessons, we'll define the development process known as DevOps, outline the benefits of this approach and why it's needed in government. Finally, we'll discuss the necessary components of the DevOps process in the last lesson.

LEARN MORE

How to Ask for Training Dollars

Even if your agency is flush with cash, there will always be staff who hope to get a little piece of training money so that they can continue learning, growing and networking in support of their government careers.

Here are some tips for how to sell your pitch and increase your chances of success:

1. DO YOUR RESEARCH.

One of the main considerations in determining the value of a development opportunity will be the cost to your employer. If you find a training or conference that you want to attend, make sure you have as much information as possible to provide to your supervisor. Be able to cite the cost, program duration, deadline for registration and any estimated lodging, transportation or miscellaneous expenses.

It might also be helpful to look into best practices for similar requests within your office. Determine if there is an established process for requesting funding for job-related activities. Is there a clear budget or maximum cost for training? Are there any restrictions on the types of trainings for which the company can provide financial support or reimbursement? Are there any tax credits or deductions available to employers for sponsoring these programs?

2. EMPHASIZE THE RETURN ON INVESTMENT FOR THE COMPANY.

It's on you to persuade your supervisor that paying for a particular program will be a sound investment for the company. Explain in detail why the course is a good fit and why a certain provider or training offers the best value. Articulate how your request can bring tangible improvements to your workplace, and how the specific skills you learn will translate to your work.

For example, if your job is in social media, attending a social media conference can directly affect your day-to-day work by allowing you to learn best practices and strategies from other successful organizations, keep ahead of industry trends, network, and learn about new applications your organization might incorporate in the future. Knowing these details can strengthen your case by demonstrating to your employer that you have identified and thought through all the potential costs and benefits.

3. BE FLEXIBLE.

If possible, provide options and alternatives. For example, if the conference you want to attend takes place over three days, propose taking off time from work to attend only the sessions that will be most relevant and useful. Maybe opt for a cheaper introductory program first to ensure the curriculum is valuable and worth the investment.

For example, subscribe to an online tutorial before paying for more expensive off-site, in-person seminars. If the next couple months are an especially busy season for your agency, be willing to hold off on requesting training until things die down, or register for online training modules that offer more flexibility.

4. SHARE THE KNOWLEDGE.

Offer to hold a brief presentation, send notes or write a recap piece for the company website after getting back from the event. Your employer might be more willing to pay for you to attend trainings if the skills and information can be shared with and benefit multiple employees.

5. BE OPEN AND RESPONSIVE TO POSSIBLE REFUSAL.

Even if you present the best possible pitch, your company might be facing budget constraints and lack resources to pay for some trainings. Your office might be going through a transition or planning for a large event that requires all hands on deck for the foreseeable future. But if you're respectful and thoughtful about your request to your supervisor, it can pay off when these opportunities arise later.

Conclusion

With so many workforce changes happening at all levels of government, it's important that you set yourself up for new opportunities and advancements through professional training courses and certifications.

We hope that you've found this guide both enlightening and helpful in advancing your government career. And if you haven't already, make sure to share this guide with friends and colleagues who can also benefit from these training resources.

In addition to the courses available in this guide, GovLoop offers a wealth of free online and on-demand trainings designed to help you do your job better, so make sure to check out GovLoop.com throughout the year for updates. We've also put together a list of additional online trainings to take in 2018 and dynamic conferences to attend. But this is the tip of the iceberg for training, so make sure to check out other opportunities as well. Happy learning!

ABOUT GOVLOOP

GovLoop's mission is to "connect government to improve government." We aim to inspire public-sector professionals by serving as the knowledge network for government. GovLoop connects more than 270,000 members, fostering cross-government collaboration, solving common problems and advancing government careers. GovLoop is headquartered in Washington, D.C., with a team of dedicated professionals who share a commitment to connect and improve government.

For more information about this report, please reach out to info@govloop.com.

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