

## Professional Development Courses FY2020

### **NIGP: The Institute for Public Procurement**

[Full course list](#), including online and out-of-state. Upcoming courses in Ohio listed below:

#### **Introduction to Public Procurement 09/17/19 Columbus, OH**

*The work of public procurement is no longer a clerical function performed independently by various people throughout different agencies or departments within a government entity. This class provides an overview of the ever-changing profession by identifying fundamental concepts that will affect procurement in the public sector.*

Format: Face-to-Face Course  
Accreditation: Accredited  
Start Date: 09/17/2019  
Location: Columbus, OH

Instructor: Nancy Pressing  
Institute Member: Standard Fee \$595.00  
Non-Member: Standard Fee \$695.00

#### **Developing and Managing Requests for Proposals 09/18/19 Cleveland, OH**

*This course is uniquely designed to prepare procurement professionals to use the Request for Proposals (RFP) process to its maximum potential. The class agenda will identify the process, offer a key understanding of the elements of the proposal, and ascertain ways in which the document can be used to its full capability. Pitfalls and success stories will make the class relevant and applicable when planning to incorporate this type of solicitation into the government process. Practical examples, discussion, group exercises, and case studies will be used throughout the course.*

Format: Face-to-Face Course  
Accreditation: Accredited  
Start Date: 09/18/2019  
Location: Cleveland, OH

Instructor: Dennis Carney  
Institute Member: Standard Fee \$595.00  
Non-Member: Standard Fee \$695.00

#### **Fundamentals of Leadership Management in Public Procurement 10/15/2019 Columbus, OH**

*Designed to examine leadership and management issues regularly faced by public sector professionals, this course will focus on topics of motivation, decision making, communication, conflict management, group dynamics, and organizational change, with more attention being paid as to how these issues relate. Such discussions of theory with practical application are intended to improve an organization's effectiveness when considering the professional.*

Format: Face-to-Face Course  
Accreditation: Accredited  
Start Date: 10/15/2019  
Location: Columbus, OH

Instructor: William Tommie  
Institute Member: Early Fee \$400.00  
Non-Member: Early Fee \$500.00

#### **Practical Specifications Writing 10/16/19 Cleveland, OH**

*This course develops skills based on the foundation established in the Introduction to Specifications online course. It starts with problem statements within a specification, builds to problem specifications and culminates with strategies to approach specifications for unclear and difficult procurement.*

Format: Face-to-Face Course  
Accreditation: Accredited  
Start Date: 10/16/2019  
Location: Cleveland, OH

Instructor: Stephanie Akerley  
Institute Member: Early Fee \$285.00  
Non-Member: Early Fee \$385.00



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### **How to Buy Performance Results 11/13/2019 Cleveland, OH**

*An agreement should be more than the purchase of goods and services — it should ensure that the best results are achieved by the end user. Performance results can be embedded into a contract that articulates the desired outcomes and produces improved results. This course aims to explain the difference between the purchasing of goods and services versus the purchasing of performance results and how this crucial difference can be used to develop tools and techniques to improve contracts and supplier performance.*

Format: Face-to-Face Course  
Accreditation: Non-Accredited  
Start Date: 11/13/2019  
Location: Cleveland, OH

Instructor: Omid Ghamami  
Institute Member: Early Fee \$285.00  
Non-Member: Early Fee \$385.00

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## **NAEP – National Association of Educational Procurement**

[Full list of Events and Programs](#)

### **Procurement Academy**

Delivered in three Tiers, the NAEP Procurement Academy is an assessment-based certificate program, providing best practices, insider intelligence, and the market knowledge needed to propel your career.

### **Institutes**

The NAEP Institutes are dedicated to specific procurement needs which are of current concern to their members. Institute topics include negotiations, the RFP process, contract management, facilities, federal procurement, strategic procurement, and supplier diversity.

### **Webinars**

The NAEP Webinars feature industry experts and cover topics of ethical practice, effective performance, communication, relationship building, strategic agility, and leadership.