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| TRAINING PROGRAMME FOR MANAGERS IN LOCAL SELF-GOVERNMENT UNITS FOR 2021 |

**I TRAINING PROGRAMME FOR MANAGERS AND HIGH-RANKING CIVIL SERVANTS IN LOCAL SELF-GOVERNMENT UNITS**

**ORIENTATION OF OFFICIALS AND HIGH-RANKING CIVIL SERVANTS IN THE BODIES OF LSGU**

**• T**HE BASICS OF PUBLIC POLICY

• LEGAL FRAMEWORK OF LOCAL SELF-GOVERNMENT UNITS

• THE BASICS OF PUBLIC FINANCES

• THE BASICS OF PUBLIC PROCUREMENT

• PUBLIC SERVICES

• ELECTRONIC GOVERNANCE IN LOCAL SELF-GOVERNMENT

• LOCAL SELF-GOVERNMENT AND ECONOMIC DEVELOPMENT

• INVESTMENTS AND ECONOMIC DEVELOPMENT

• COMMUNICATION WITH CITIZENS

• 5С SYSTEM

• PRODUCTIVE MEETINGS

**KEY MANAGEMENT ASPECTS IN LOCAL SELF-GOVERNMENT**

**•** PUBLIC SERVICE DESIGN

• ETHOS, INTEGRITY AND CONFLICT OF INTEREST

• MODERN CONCEPT IN HUMAN RESOURCE MANAGEMENT

• TOWARDS THE EU MEMBERSHIP

• GOAL SETTING

• CUSTOMER SERVICES - BASICS

• LEADERSHIP

• TIME MANAGEMENT

• EFFICIENT TEAMS MANAGEMENT

• DELEGATION AND FEEDBACK

• PRESENTATION

**II TRAINING PROGRAMME FOR MANAGERS IN INTERNAL ORGANISATIONAL UNITS OF THE CITY (MUNICIPAL) ADMINISTRATION**

**•** GOOD GOVERNANCE – ONLINE TRAINING

• WITH PUBLIC POLICIES TOWARDS THE DEVELOPMENT OF LSGU

• COUNCIL OF EUROPE INSTRUMENTS OF GOOD GOVERNANCE – ONLINE TRAINING

• HUMAN RESOURCES AND DEVELOPMENT OF LSGU

• DEVELOPMENT OF E-GOVERNANCE

• INTER-MUNICIPAL COOPERATION

• IMPROVING ETHICAL BEHAVIOUR AND MANAGING CONFLICT OF INTEREST

• ORGANISATIONAL TRANSFORMATION: CHANGE MANAGEMENT

• INTERNAL AND EXTERNAL COMMUNICATION

• NEGOTIATION AND CONFLICT RESOLUTION

• EFFECTIVE TEAMS MANAGEMENT

• TIME MANAGEMENT AND MEETINGS ORGANISATION

• EMPOWERING WOMEN TO TAKE LEADING POSITIONS IN LSGU BODIES