

# TRAINING CALENDAR FOR JANUARY – JULY 2026

PROGRAM	TARGET GROUP	MONTH	VENUE
<b>STRATEGIC PUBLIC AFFAIRS AND GOVERNMENT RELATIONS PROGRAMME</b>  <i>Effective interaction with interest groups, media and Government</i>	<ul style="list-style-type: none"> <li>Government Relations Officers</li> <li>Public Affairs Officers / Professionals</li> <li>Public Relations Officers / Professionals</li> <li>Policy Makers / Officers / Analysts / Professionals</li> <li>CECs and County Executives</li> <li>Team leaders</li> <li>County Secretaries</li> <li>Elected and Nominated Leaders</li> <li>Executive Secretaries and Personal Assistants</li> <li>County Assembly Clerks</li> <li>Administrative and Support staff</li> </ul>	<b>12 – 17 Jan</b>	<b>Dubai</b>
<b>WORKSHOP ON SUPPORT STAFF &amp; ADMINISTRATIVE ASSISTANT TRAINING COURSE</b>	<ul style="list-style-type: none"> <li>Administrative Assistants and Executive Assistants</li> <li>Receptionists Coordinators</li> <li>Office Managers and Front Office</li> <li>Customer Service Support Staff</li> <li>Project and Team Coordinators</li> <li>New and aspiring support staff members</li> <li>Anyone in a supportive role seeking professional growth</li> </ul>	<b>23 - 27 Feb</b>	<b>Naivasha</b>

<p><b>PRE-RETIREMENT, SEVERANCE, PENSION PLANNING &amp; POST- RETIREMENT ENTREPRENEURSHIP WORKSHOP</b></p>	<ul style="list-style-type: none"> <li>▪ Retiring (mandatory or voluntary) Employees</li> <li>▪ Spouses of Retiring Employees</li> <li>▪ Employees nearing retirement age and interested in planning for their post-employment financial needs.</li> <li>▪ Human resources professionals responsible for managing retirement and pension programs.</li> <li>▪ Finance and accounting professionals involved in pension fund management and reporting.</li> <li>▪ Executives and decision-makers responsible for designing severance packages and retirement benefit policies.</li> <li>▪ Legal professionals involved in retirement-related legal compliance and documentation.</li> </ul>	<p><b>9 – 13 Mar</b></p>	<p><b>Mombasa</b></p>
<p><b>ENHANCING CORPORATE STRATEGY THROUGH GOVERNANCE, RISK AND COMPLIANCE (GRC)</b> <i>An Integrated Program in Governance, Risk Management, and Internal Control</i></p>	<ul style="list-style-type: none"> <li>• Executives and Board Members</li> <li>• Internal Auditors</li> <li>• Compliance Officers / Managers and their Deputies</li> <li>• Governance Professionals</li> <li>• Risk Managers</li> <li>• GRC Professionals</li> <li>• Legal Professionals</li> <li>• Regulatory Representatives</li> <li>• Company Secretaries</li> <li>• IT Professionals dealing with governance, risk management and compliance</li> <li>• Managers responsible for governance, risk management and compliance activities</li> </ul>	<p><b>23 – 27 Mar</b></p>	<p><b>Mombasa</b></p>
<p><b>ARTIFICIAL INTELLIGENCE (AI) FOR LEADERS AND MANAGERS</b></p>	<ul style="list-style-type: none"> <li>▪ CEOs/Directors/Governors</li> <li>▪ CECs and County Executives</li> <li>▪ Elected &amp; Nominated Political Leaders</li> </ul>	<p><b>13 – 17 April</b></p>	<p><b>Kampala, Uganda</b></p>

<p><i><b>Leveraging Data Analytics for Business</b></i></p>	<ul style="list-style-type: none"> <li>▪ Team leaders/Supervisors/Departmental Heads</li> <li>▪ Managers</li> <li>▪ County Secretaries</li> <li>▪ Board Members</li> <li>▪ Anyone who wants to become a leader in their work role</li> <li>▪ Project/Purchasing/Finance professionals</li> <li>▪ Technical professionals</li> <li>▪ Anyone who juggles multiple tasks and deadlines</li> </ul>		
<p><b>EMPLOYEE WELLNESS, MENTAL HEALTH &amp; EMOTIONAL INTELLIGENCE (EQ)</b></p> <p><i>how to boost physical, mental, and financial health &amp; build effective relationships for enhancing work productivity at work</i></p>	<p>This is a course that <b>every staff member</b> should attend as a foundation for creating a happy, healthy and productive self and team, including:</p> <ul style="list-style-type: none"> <li>▪ Senior Executive</li> <li>▪ Committee members of Substance &amp; Drug Abuse</li> <li>▪ Committee members of HIV/AIDS</li> <li>▪ HR officers</li> <li>▪ Elected/Nominated National leaders</li> <li>▪ Elected/Nominated County Leaders</li> <li>▪ Managers &amp; Heads of departments</li> <li>▪ Supervisors</li> <li>▪ Entrepreneurs &amp; Business Owners</li> </ul>	<p><b>27 – 30 April</b></p>	<p><b>Kisumu</b></p>
<p><b>ARTIFICIAL INTELLIGENCE (AI) IN PROCUREMENT AND SUPPLY CHAIN MANAGEMENT</b></p>	<ul style="list-style-type: none"> <li>▪ Procurement Managers</li> <li>▪ Supply Chain Managers</li> <li>▪ Procurement officers</li> <li>▪ Supply Chain Officers</li> <li>▪ Accountants</li> <li>▪ Finance Officers</li> <li>▪ Procurement Clerks</li> </ul>	<p><b>27 – 30 April</b></p>	<p><b>Kisumu</b></p>

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<p><i>Adopting the Strategic approach to AI in Procurement and Supply</i></p>	<ul style="list-style-type: none"> <li>Procurement Committee members</li> </ul>		
<p><b>AGILITY &amp; RESILIENCE IN HEALTHCARE LEADERSHIP WORKSHOP</b></p> <p><i>Innovative Approaches to Leadership for Sustainable Healthcare Systems</i></p>	<ul style="list-style-type: none"> <li>All supervisors, managers, and leaders in any healthcare or related organization</li> <li>Managers looking to grow their leadership effectiveness</li> <li>Human Resource Management (HRM) Professionals</li> <li>Elected &amp; Nominated Political Leaders</li> <li>CECs Health</li> <li>Chief Officers of Health</li> <li>Directors of Health Departments</li> <li>Administration officers in Health</li> <li>Those Managers who would benefit from an understanding of the topics covered</li> </ul>	<p><b>11 – 15 May</b></p>	<p><b>Singapore</b></p>
<p><b>STRATEGIC PUBLIC AFFAIRS AND GOVERNMENT RELATIONS PROGRAMME</b></p> <p><i>Effective interaction with interest groups, media and Government</i></p>	<ul style="list-style-type: none"> <li>Government Relations Officers</li> <li>Public Affairs Officers / Professionals</li> <li>Public Relations Officers / Professionals</li> <li>Policy Makers / Officers / Analysts / Professionals</li> <li>CECs and County Executives</li> <li>Team leaders</li> <li>County Secretaries</li> <li>Elected and Nominated Political Leaders</li> <li>Executive Secretaries and Personal Assistants</li> <li>County Assembly Clerks</li> <li>Administrative and Support staff</li> </ul>	<p><b>11 – 15 May</b></p>	<p><b>Mombasa/Naivasha</b></p>
	<ul style="list-style-type: none"> <li>Senior Management Team Members</li> </ul>		

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<p><b>CRITICAL THINKING &amp; PROBLEM SOLVING FOR PUBLIC SERVICE LEADERS</b></p> <p><i>Rational and Lateral Thinking for Decision Making</i></p>	<ul style="list-style-type: none"> <li>▪ CECs and County Executives</li> <li>▪ Team leaders,</li> <li>▪ Elected &amp; Nominated Political Leaders</li> <li>▪ County Secretaries</li> <li>▪ Board Members of County Municipalities &amp; Cities Boards</li> <li>▪ Programme Directors and Project Managers</li> <li>▪ Heads of Functional Units in HR, IT, Finance and Strategy</li> <li>▪ Heads of Customer Service, Marketing and Sales Teams</li> <li>▪ People with Leadership Potential who are preparing for their next role</li> </ul>	<p><b>25 – 29 May</b></p>	<p><b>Kisumu</b></p>
<p><b>IMPLEMENTATION &amp; COMPLIANCE OF MODERN RECORD MANAGEMENT THROUGH SHAREPOINT AND OFFICE 365</b></p> <p><i>Managing Records in Support of Business Requirements</i></p>	<ul style="list-style-type: none"> <li>▪ All cadres</li> <li>▪ Records Management officers</li> <li>▪ IT Officers</li> <li>▪ Secretaries</li> <li>▪ Administrators</li> <li>▪ Office Managers</li> <li>▪ Clerical Officers</li> </ul>	<p><b>1 - 5 June</b></p>	<p><b>Naivasha</b></p>
<p><b>MAINSTREAMING GENDER CONCERNS IN THE PUBLIC SECTOR</b></p> <p><i>Gender, Human Rights &amp; Sustainable Development</i></p>	<ul style="list-style-type: none"> <li>▪ Committee members on gender mainstreaming</li> <li>▪ Committee members on disability mainstreaming</li> <li>▪ Women in leadership</li> <li>▪ Heads of Departments</li> <li>▪ Supervisors</li> <li>▪ Managers</li> <li>▪</li> </ul>	<p><b>1 – 5 June</b></p>	<p><b>Mombasa</b></p>
	<ul style="list-style-type: none"> <li>• CEOs/Directors/Governors</li> <li>• CECs and County Executives</li> </ul>		

<p><b>LEADING THROUGH VUCA</b> (Volatility, Uncertainty, Complexity &amp; Ambiguity)</p> <p><i>The New Leadership Model for Leading in a Rapidly Changing World</i></p>	<ul style="list-style-type: none"> <li>• Team leaders/Supervisors/Departmental Heads</li> <li>• Managers</li> <li>• Elected &amp; Nominated Political Leaders</li> <li>• County Secretaries</li> <li>• Board Members</li> <li>• Anyone who wants to become a leader in their work role</li> <li>• Project/Purchasing/Finance professionals</li> <li>• Technical professionals</li> <li>• Anyone who juggles multiple tasks and deadlines</li> <li>• Identified talent, high potentials and future leaders</li> </ul>	<p><b>22 – 26 June</b></p>	<p><b>Istanbul, Türkiye</b></p>
<p><b>LEADERS IN HEELS</b> (women in leadership)</p> <p><i>Leverage your unique leadership capabilities to drive business forward, and lead your organizations and teams effectively</i></p>	<ul style="list-style-type: none"> <li>▪ High-potential and emerging women leaders</li> <li>▪ Women County Secretaries</li> <li>▪ County Executive Committee (CEC) Members</li> <li>▪ Established Women leaders</li> <li>▪ Women CEO'S</li> <li>▪ Women in Boards</li> <li>▪ Senior Managers</li> <li>▪ County Chief Officers</li> <li>▪ Chair of Women Caucuses</li> <li>▪ Elected Women Leaders</li> <li>▪ County Directors</li> <li>▪ Nominated Women Leaders</li> <li>▪ Women in Leadership positions</li> <li>▪ Clerk to the Women Caucus</li> </ul>	<p><b>22 – 26 June</b></p>	<p><b>Kigali, Rwanda/Dubai</b></p>
<p><b>SUBSTANCE ABUSE INTERVENTIONS &amp; DISABILITY MAINSTREAMING PROGRAM</b></p>	<ul style="list-style-type: none"> <li>▪ Committee members on alcohol and drug abuse</li> <li>▪ Committee members for persons Living with Disability</li> <li>▪ Persons with Disability</li> </ul>		

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	<ul style="list-style-type: none"> <li>▪ Drug Addicts</li> <li>▪ Heads of Departments</li> <li>▪ Supervisors</li> <li>▪ Management Staff</li> <li>▪ Employees of all cadres</li> </ul>		
<b>LEADERSHIP, COMMUNICATIONS AND INTER-PERSONAL SKILLS</b>  <i>Leadership through Self-Mastery</i>	<b>All cadres of work including:</b> <ul style="list-style-type: none"> <li>• Management Professionals</li> <li>• Team Leaders - prospective, new or experienced</li> <li>• Supervisors</li> </ul>		

## **OTHER TRAINING PROGRAMMES:**

1. **The Leadership of Inclusion - *Creating an Organization that Thrives, Performs and Sustains***
2. **Workshop on Financial Risk, Root Cause Analysis & Problem Solving - *Unlocking the Complexity of Financial Risk***
3. **Fleet Safety Management Training - *Developing an Effective Fleet Safety Program***
4. **Auditing Corporate Governance - *Assessing How Your Business is Directed and Controlled***
5. **Pensions, Governance & Regulation - *Understanding the Rapidly Evolving Pension Landscape in a World of Risks, Volatility, Change and Uncertainty***
6. **Principles of Fraud and Corruption Prevention**
7. **Anti-fraud and corruption prevention frameworks**
8. **Understanding and evaluating the risk of fraud and corruption**
9. **Management Styles and ethical decision-making**
10. **Good governance for non-profits and charities**

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