## STAFF DEVELOPMENT OPPORTUNITIES

2017

Please click on the HRD business units below for a full list of development opportunities;

RECRUITMENT
RECRUITIVIENT
F HEALTH & WELLNESS
RK HEALTH & SAFETY

Please click on the divisions/areas below for a full list of development opportunities;

**CGRO - POLICY TRAINING WORKSHOPS** 

## **DEVELOPMENT FOR LEADERSHIP & PERFORMANCE**

6 1	D :			Course Consider Tital		6 .	D :			Course Consider Title	
Code	Date			Course Session Title	Audience	Code	Date			Course Session Title	Audience
LPHR03	FEB	MANAGING MENTAL ILL-HEALTH IN THE  WORKPLACE			SM1+ HR MAN.	LPHR11	AUG	EFFE		PERFORMANCE CONVERSATIONS -	ACADEMIC
릐	22			WH&S PRACT.	희	22		<u>A</u>	CADEMIC SUPERVISORS	LEVEL C+	
LPHR07	FEB	MAR 1 NEW SUPERVISOR PROGRAM		FEB MAR NEW SLIDEDVISOR DROGRAM	LPHR02	AUG	EFFE	CTIVE	PERFORMANCE CONVERSATIONS -	PROFESSIONAL	
围	28			MANAGERS	围	23		PRO	DFESSIONAL SUPERVISORS	LEVEL 8+	
305	MAR	ESS	ENTIALS	OF SUCCESSFUL PERFORMANCE	ACAD C+	<u>306</u>	AUG	AUG	DC	ACTCANAD FOR THE REALIN	ACAD C+
LPHR05	16			MANAGEMENT	PRO 8+	LPHR06	24	31	BC	OOTCAMP FOR THE BRAIN	PRO SM1+
407	MAR	RES	PONDING	G TO MENTAL ILL-HEALTH IN THE	ACAD C+	107	AUG	AUG	NE	AV SUIDED\ ((SOD DDOOD AA 4	FIRST-TIME
LPHR04	22			WORKPLACE	PRO 8+	LPHR07	29	30	NE	W SUPERVISOR PROGRAM	MANAGERS
8 8	MAR	Λ	/ANAGIN	IG MENTAL ILL-HEALTH IN THE	SM1+ HR MAN.	60	SEP	M	ANAGII	NG VERY DIFFICULT WORKPLACE	ACAD C+
LPHR03	23	_		WORKPLACE	WH&S PRACT.	LPHR09	6			BEHAVIOUR	PRO 8+
= [	MAR	FFFI	CTIVE PI	ERFORMANCE CONVERSATIONS -	ACADEMIC	[3]	SEP	N	1ANAGI	NG MENTAL ILL-HEALTH IN THE	SM1+ HR MAN.
LPHR11	29			ADEMIC SUPERVISORS	LEVEL C+	LPHR03	19	<u></u>		WORKPLACE	WH&S PRACT.
21	DAAD.	FFFI		ERFORMANCE CONVERSATIONS -	PROFESSIONAL	<b>∞</b> I	CED	CED	CED	MANAGE PEOPLE	ACAD C+
LPHR02	MAR 30			FESSIONAL SUPERVISORS	LEVEL 8+	LPHR08	SEP 19	SEP 20	SEP 21	EFFECTIVELY	PRO 8+
			<u> </u>	I ESSICIVAE SOF ERVISORS				DEC		NG TO MENTAL ILL-HEALTH IN THE	
LPHR07	MAY 2	MAY 3	<u>NEW</u>	SUPERVISOR PROGRAM	FIRST-TIME MANAGERS	LPHR04	SEP 20	NES	PONDII		ACAD C+ PRO 8+
	_			MANIACE DEODLE			v			WORKPLACE	
LPHR08	MAY 9	MAY 10	MAY 11	MANAGE PEOPLE	ACAD C+ PRO 8+	LPHR06	OCT 12	OCT 26	BC	OOTCAMP FOR THE BRAIN	ACAD C+ PRO SM1+
	3	10	11	EFFECTIVELY	1100		12	20			1110 31111
LPHR06	MAY	MAY 25	ВОС	OTCAMP FOR THE BRAIN	ACAD C+ PRO SM1+	LPHR07	OCT 18	OCT 19	NE	W SUPERVISOR PROGRAM	FIRST-TIME MANAGERS
	11				PRO SIVIT+		18				MANAGERS
LP HR09	MAY	<u>M</u>	ANAGIN	G VERY DIFFICULT WORKPLACE	ACAD C+	<u>LPHR05</u>	ост	ESS	ENTIAL	S OF SUCCESSFUL PERFORMANCE	ACAD C+
	17			<u>BEHAVIOUR</u>	PRO 8+	핔	24			<u>MANAGEMENT</u>	PRO 8+
LPHR05	MAY	ESS	ENTIALS	OF SUCCESSFUL PERFORMANCE	ACAD C+	LPHR11	NOV	EFFE	CTIVE	PERFORMANCE CONVERSATIONS -	ACADEMIC
ᆿ	31			MANAGEMENT	PRO 8+	퓜	7		<u>A</u>	CADEMIC SUPERVISORS	LEVEL C+
LP HR04	JUN	RES	PONDING	G TO MENTAL ILL-HEALTH IN THE	ACAD C+	LP HR02	NOV	EFFE	CTIVE I	PERFORMANCE CONVERSATIONS -	PROFESSIONAL
LP H	22	WORKPLACE		PRO 8+	IPH I	8		PRO	OFESSIONAL SUPERVISORS	LEVEL 8+	
303	JUL	MANAGING MENTAL ILL-HEALTH IN THE  WORKPLACE		SM1+ HR MAN.	302	NOV	EFFE	CTIVE I	PERFORMANCE CONVERSATIONS -	PROFESSIONAL	
LPHR03	26			WH&S PRACT.	LPHR02	9		PRO	OFESSIONAL SUPERVISORS	LEVEL 8+	
60	AUG	M	ANAGIN	G VERY DIFFICULT WORKPLACE	ACAD C+	60	NOV	М	ANAGII	NG VERY DIFFICULT WORKPLACE	ACAD C+
LPHR09	2			BEHAVIOUR	PRO 8+	LPHR09	14			BEHAVIOUR	PRO 8+
<u>5</u>	AUC	FSS	FNTIALS	OF SUCCESSFUL PERFORMANCE	ACAD C+	81	NOV	NOV	NOV	MANAGE PEOPLE	ACAD C+
LPHR05	AUG 8	<u>L33</u>	LIVITALS	MANAGEMENT	PRO 8+	LPHR08	NOV 14	15	16	EFFECTIVELY	PRO 8+
				IVIAIVAULIVILINI						LITECTIVELI	

## **DEVELOPMENT FOR LEADERSHIP & PERFORMANCE** Dates Program Title / Group Audience Code Group Code Dates ACAD C+ MAR APR MAY JUN COACHING FOR EXCELLENCE LEADERSHIP PROGRAM **GROUP B** PRO 8+ 28 19 16 15 WORKSHOPS MAR APR MAR JUN JUN AUG SEP MAY FOUR **GROUP A GROUP C** 28 19 15 WORKSHOPS 14 WORKSHOPS 16 14 **DEVELOPMENT FOR STAFF** (additional opportunities to be included in 2017)

Code	Date	Course Session Title	Audience	Code	Date	Course Session Title	Audience
SDHR01	FEB 15	NEW STAFF WELCOME	NEW STAFF	SDHR03	JUL 18	DEVELOP A COMPELLING BUSINESS CASE	ALL STAFF
SDHR06	MAR 1	CRITICAL THINKING & PROBLEM SOLVING	ALL STAFF	SDHR01	JUL 19	NEW STAFF WELCOME	NEW STAFF
SDHR02	MAR 15	REPORT WRITING	ALL STAFF	SDHR01	AUG 16	NEW STAFF WELCOME	NEW STAFF
SDHR01	MAR 22	NEW STAFF WELCOME	NEW STAFF	SDHR02	AUG 17	REPORT WRITING	ALL STAFF
SDHR06	MAY 4	CRITICAL THINKING & PROBLEM SOLVING	ALL STAFF	SDHR03	SEP 7	DEVELOP A COMPELLING BUSINESS CASE	ALL STAFF
SDHR01	MAY 17	NEW STAFF WELCOME	NEW STAFF	SDHR01	SEP 13	NEW STAFF WELCOME	NEW STAFF
SDHR03	MAY 24	DEVELOP A COMPELLING BUSINESS CASE	ALL STAFF	SDHR01	OCT 11	NEW STAFF WELCOME	NEW STAFF
<u>SDHR02</u>	JUN 15	REPORT WRITING	ALL STAFF	SDHR06	NOV 7	CRITICAL THINKING & PROBLEM SOLVING	ALL STAFF
SDHR01	JUN 21	NEW STAFF WELCOME	NEW STAFF	SDHR01	NOV 15	NEW STAFF WELCOME	NEW STAFF

## **DEVELOPMENT FOR STAFF - PULSE ONLINE LEARNING MODULES**

Code		Course Session Title	Audience	Code		Course Session Title	Audience
HRCOC	PULSE MODULE	CODE OF CONDUCT	MANDATORY ALL STAFF	НКНВО	PULSE MODULE	HARRASSMENT, DISCRIMINATION <u>&amp; BULLYING</u>	MANDATORY ALL STAFF
HRWHS	PULSE MODULE	COMCARE WORKPLACE HEALTH  & SAFETY	MANDATORY ALL STAFF	HRICA	PULSE MODULE	INDIGENOUS CULTURAL AWARENESS	MANDATORY ALL STAFF

Please visit Pulse Online Learning for additional Pulse modules available for personal and professional development.

		EQ	UITY &	DIV	ERSI	TY				
Code	Date	Course Session Title	Audience	Code	Date	Course Session Title	Audience			
EDHR03	FEB 21	UNDERSTANDING UNCONCIOUS BIAS	ALL STAFF	EDHR03	JUN 19	UNDERSTANDING UNCONCIOUS BIAS	ALL STAFF			
EDHR03	FEB 22	UNDERSTANDING UNCONCIOUS BIAS	ALL STAFF	EDHR03	JUN 20	UNDERSTANDING UNCONCIOUS BIAS	ALL STAFF			
EDHR04	MAR 7	DISABILITY CONFIDENT MANAGERS	ACAD C+ PRO 8+	EDHR04	JUL 13	DISABILITY CONFIDENT MANAGERS	ACAD C+ PRO 8+			
EDHR05	MAR 8	LGBTI ALLY TRAINING	ALL STAFF	EDHR02	JUL 18	INCLUSIVE LEADERSHIP	ACAD C+ PRO 8+			
EDHR02	MAR 21	INCLUSIVE LEADERSHIP	ACAD C+ PRO 8+	EDHR01	JUL 25	EQUITY & DIVERSITY ESSENTIALS	ALL STAFF			
EDHR01	MAR 28	EQUITY & DIVERSITY ESSENTIALS	ALL STAFF	EDHR05	AUG 1	<u>LGBTI ALLY TRAINING</u>	ALL STAFF			
EDHR01	MAY 30	EQUITY & DIVERSITY ESSENTIALS	ALL STAFF	EDHR01	OCT 17	EQUITY & DIVERSITY ESSENTIALS	ALL STAFF			
	HR SYSTEMS									
			пк эт	SIEI	VI2					
Code	Date	Course Session Title	Audience		Date	Course Session Title	Audience			
Code	Date JAN 19	Course Session Title  CASUAL SESSIONAL ACADEMIC TIMESHEETS				Course Session Title  CASUAL SESSIONAL ACADEMIC TIMESHEETS	Audience CSA ADMIN STAFF			
	JAN		Audience	Code	Date JUN		CSA			
HSHR01	JAN 19 MAR	CASUAL SESSIONAL ACADEMIC TIMESHEETS	Audience  CSA  ADMIN STAFF  TRAINING	Code	Date JUN 8	CASUAL SESSIONAL ACADEMIC TIMESHEETS	CSA ADMIN STAFF TRAINING			
HSHR04 HSHR01	JAN 19 MAR 14	CASUAL SESSIONAL ACADEMIC TIMESHEETS  ENTERPRISE LEARNING (HRMS)	Audience  CSA  ADMIN STAFF  TRAINING  ADMIN STAFF  HR	HSHR04 HSHR01 ODO	Date JUN 8 AUG 3	CASUAL SESSIONAL ACADEMIC TIMESHEETS  ENTERPRISE LEARNING (HRMS)	CSA ADMIN STAFF  TRAINING ADMIN STAFF  HR			
HSHRO2 HSHRO4 HSHRO1	JAN 19 MAR 14 APR 27	CASUAL SESSIONAL ACADEMIC TIMESHEETS  ENTERPRISE LEARNING (HRMS)  HR REPORTING	Audience  CSA ADMIN STAFF  TRAINING ADMIN STAFF  HR PRACTITIONERS  HRMS ADMIN STAFF	HSHR03 HSHR04 HSHR04 BPOO	Date JUN 8 AUG 3 AUG 17 NOV 16	CASUAL SESSIONAL ACADEMIC TIMESHEETS  ENTERPRISE LEARNING (HRMS)  HR REPORTING  HRMS DATA INTEGRITY	CSA ADMIN STAFF  TRAINING ADMIN STAFF  HR PRACTITONERS			
HSHRO2 HSHRO4 HSHRO1	JAN 19 MAR 14 APR 27	CASUAL SESSIONAL ACADEMIC TIMESHEETS  ENTERPRISE LEARNING (HRMS)  HR REPORTING  HRMS DATA INTEGRITY	Audience  CSA ADMIN STAFF  TRAINING ADMIN STAFF  HR PRACTITIONERS  HRMS ADMIN STAFF	Code HSHR03 HSHR04 HSHR04 HSHR04 AVailab	Date JUN 8 AUG 3 AUG 17 NOV 16	CASUAL SESSIONAL ACADEMIC TIMESHEETS  ENTERPRISE LEARNING (HRMS)  HR REPORTING  HRMS DATA INTEGRITY  Oppointment here.	CSA ADMIN STAFF  TRAINING ADMIN STAFF  HR PRACTITONERS			
HSHRO2 HSHRO4 HSHRO1	JAN 19 MAR 14 APR 27	CASUAL SESSIONAL ACADEMIC TIMESHEETS  ENTERPRISE LEARNING (HRMS)  HR REPORTING  HRMS DATA INTEGRITY  Tailored HRMS trai	Audience  CSA ADMIN STAFF  TRAINING ADMIN STAFF  HR PRACTITIONERS  HRMS ADMIN STAFF	Code TORNES HERROT HERROT AVAILABLE TORNEST AVAI	Date JUN 8 AUG 3 AUG 17 NOV 16	CASUAL SESSIONAL ACADEMIC TIMESHEETS  ENTERPRISE LEARNING (HRMS)  HR REPORTING  HRMS DATA INTEGRITY  Oppointment here.	CSA ADMIN STAFF  TRAINING ADMIN STAFF  HR PRACTITONERS			
HSHR03 HSHR02 HSHR04 HSHR01	JAN 19 MAR 14 APR 27	CASUAL SESSIONAL ACADEMIC TIMESHEETS  ENTERPRISE LEARNING (HRMS)  HR REPORTING  HRMS DATA INTEGRITY  Tailored HRMS trai  INJURY MAN  Course Session Title	Audience  CSA ADMIN STAFF  TRAINING ADMIN STAFF  HR PRACTITIONERS  HRMS ADMIN STAFF  Ining is also	Code TORNES HERROT HERROT AVAILABLE TORNEST AVAI	Date JUN 8 AUG 3 AUG 17 NOV 16	CASUAL SESSIONAL ACADEMIC TIMESHEETS  ENTERPRISE LEARNING (HRMS)  HR REPORTING  HRMS DATA INTEGRITY  Expointment here.  REVENTION  Course Session Title	CSA ADMIN STAFF  TRAINING ADMIN STAFF  HR PRACTITONERS  HRMS ADMIN STAFF			

2017

	ORGANISATIONAL CHANGE											
Code	Date		Course Session Title	Audience	Code	Date		Course Session Title	Audience			
OCHR01	MAR 8	<u> </u>	MANAGING STAFF GRIEVANCES & DISPUTES	SUPERVISORS HR PRAC.	OCHR01	AUG 16	<u>M</u> A	ANAGING STAFF GRIEVANCES & DISPUTES	SUPERVISORS HR PRAC.			
OCHR01	JUN 7	<u> </u>	MANAGING STAFF GRIEVANCES & DISPUTES	SUPERVISORS HR PRAC.	OCHR01	OCT 31	MA	ANAGING STAFF GRIEVANCES & DISPUTES	SUPERVISORS HR PRAC.			
	RECRUITMENT											
Code	Date		Course Session Title	Audience	Code	Date		Course Session Title	Audience			
RMHR02	FEB 8		RECRUITMENT & SELECTION OF STAFF	HR PRAC. RECRUIT STAFF	RMHR02	AUG 2		RECRUITMENT & SELECTION OF STAFF	HR PRAC. RECRUIT STAFF			
RMHR01	FEB 8	<u>E</u>	EHAVIOURAL INTERVIEW & PSYCHOMETRIC <u>TESTING</u>	HR PRAC. RECRUIT STAFF	RMHR01	AUG 2	BEH	HAVIOURAL INTERVIEW & PSYCHOMETRIC  TESTING	HR PRAC. RECRUIT STAFF			
RMHR02	APR 5	RECRUITMENT & SELECTION OF STAFF		HR PRAC. RECRUIT STAFF	RMHR02	OCT 25	RECRUITMENT & SELECTION OF STAFF		HR PRAC. RECRUIT STAFF			
RMHR01	APR 5	BEHAVIOURAL INTERVIEW & PSYCHOMETRIC TESTING		HR PRAC. RECRUIT STAFF	RMHR01	OCT 25	BEHAVIOURAL INTERVIEW & PSYCHOMETRIC TESTING		HR PRAC. RECRUIT STAFF			
RMHR02	JUN 27		RECRUITMENT & SELECTION OF STAFF	HR PRAC. RECRUIT STAFF	RMHR02	NOV 29	RECRUITMENT & SELECTION OF STAFF		HR PRAC. RECRUIT STAFF			
RMHR01	JUN	BEHAVIOURAL INTERVIEW & PSYCHOMETRIC		HR PRAC.	RMHR01	NOV	BEHAVIOURAL INTERVIEW & PSYCHOMETRIC		HR PRAC.			
W.W.	27	<u>TESTING</u>		RECRUIT STAFF	MM	29		<u>TESTING</u>	RECRUIT STAFF			
			STAFF	HEALT	1 & V	WELL	.NES	S				
Code	Date		Course Session Title	Audience	Code	Date		Course Session Title	Audience			
SHHR01	FEB 23		MENTAL ILL-HEALTH AWARENESS  IN THE WORKPLACE	ALL STAFF	SHHR02	AUG 15	AUG 16	MENTAL HEALTH FIRST AID	ALL STAFF			
		200	DAENTAL LIEALTH					MENTAL HEALTH				
SHHR02	MAY 23	MA <sup>2</sup>		ALL STAFF	SHHR02	NOV 28	NOV 29	FIRST AID	ALL STAFF			
<u>R01</u>	JUL		MENTAL ILL-HEALTH AWARENESS	ALL								
SHHR01	27		IN THE WORKPLACE	STAFF								
	WORK HEALTH & SAFETY - PULSE MODULES											
Code			Course Session Title	Audience	Code			Course Session Title	Audience			
WHHR33	PULSI MODU		INTRODUCTION TO GHS	CHEMICAL USERS	WHHR34	PULSE MODUL		WHS INCIDENT NOTIFICATION	ALL STAFF			
WHHR29	PULSE MODULE		WHS COMMITTEE MEMBER TRAINING	COMMITTEE MEMBERS								

# **OPPORTUNITIES EVELOPMENT** STAFF

## **WORK HEALTH & SAFETY** Course Session Title Course Session Title Code Date Audience Code Date Audience WHHR18 FEB ALL STAFF MAY ALL STAFF **GENE TECHNOLOGY PRACTICES (ONLINE) ELECTRICAL APPLIANCE TESTING - INITIAL** 6 & STUDENTS 2 & STUDENTS FEB ALL STAFF MAY MAY ALL STAFF **CHEMICAL SAFETY (ONLINE) SENIOR FIRST AID - INITIAL** & STUDENTS 11 & STUDENTS ALL STAFF ALL STAFF FEB MAY SENIOR FIRST AID - REFRESHER **ELECTRICAL SAFETY & LOW VOLTAGE RESCUE** & STUDENTS & STUDENTS 14 **FFB** ALL STAFF MAY ALL STAFF WHS & FIELDWORK SAFETY HAZMAT RESPONSE TRAINING 15 & STUDENTS 10 & STUDENTS WHHR01 FEB ALL STAFF MAY ALL STAFF **BIOLOGICAL SAFETY (ONLINE) WORKSHOP & TRADE SAFETY** 16 & STUDENTS 16 & STUDENTS FEB ALL STAFF ALL STAFF FEB MAY **SENIOR FIRST AID - INITIAL** SENIOR FIRST AID - REFRESHER 27 & STUDENTS & STUDENTS 20 17 FEB **FEB** ALL STAFF MAY ALL STAFF FEB REMOTE AREA FIRST AID FLAMMABLE LIQUIDS SAFETY & STUDENTS & STUDENTS 22 23 24 18 WHHR22 FEB ALL STAFF JUN ALL STAFF **IONIZING RADIATION SAFETY (ONLINE) ELECTRICAL APPLIANCE TESTING - REFRESHER** 28 & STUDENTS 1 & STUDENTS ALL STAFF JUN ALL STAFF MAR **ADVANCED FIRST AID - REFRESHER GENE TECHNOLOGY PRACTICES (ONLINE)** & STUDENTS 5 & STUDENTS 2 ALL STAFF JUN ALL STAFF MAR **GENE TECHNOLOGY PRACTICES (ONLINE)** SAFE WORKING AT HEIGHTS - REFRESHER & STUDENTS & STUDENTS MAR MAR MAR ALL STAFF JUN ALL STAFF **ADVANCED FIRST AID ADVANCED FIRST AID - REFRESHER** 9 16 23 & STUDENTS 7 & STUDENTS WHHR06 MAR ALL STAFF JUN ALL STAFF **CORROSIVES SAFETY ELECTRICAL DESIGN STANDARDS FORUM** 15 & STUDENTS 21 & STUDENTS WHHR18 APR ALL STAFF JUN ALL STAFF **GENE TECHNOLOGY PRACTICES (ONLINE) IONIZING RADIATION SAFETY - REFRESHER (ONLINE)** & STUDENTS & STUDENTS 28 APR ALL STAFF JUN ALL STAFF SAFE WORKING AT HEIGHTS - INITIAL **SENIOR FIRST AID - REFRESHER** & STUDENTS 29 & STUDENTS ALL STAFF APR ALL STAFF JUL **COMPRESSED GAS & CRYOGENIC SAFETY GENE TECHNOLOGY PRACTICES (ONLINE)** 6 & STUDENTS 3 & STUDENTS WHHR30 APR ALL STAFF JUL ALL STAFF WHS & FIELDWORK SAFETY WHS & FIELDWORK SAFETY 27 & STUDENTS 12 & STUDENTS WHHR26 APR ALL STAFF JUL JUL JUL ALL STAFF LASER SAFETY ADVANCED FIRST AID & STUDENTS 27 & STUDENTS 28 13 20 MAY ALL STAFF JUL ALL STAFF GENE TECHNOLOGY PRACTICES (ONLINE) CHEMICAL SAFETY (ONLINE) & STUDENTS & STUDENTS 1 19

# **OPPORTUNITIES EVELOPMENT** STAFF

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## **WORK HEALTH & SAFETY** Course Session Title Course Session Title Code Date Audience Code Date Audience JUL ALL STAFF OCT ALL STAFF LASER SAFETY REFRESHER **GENE TECHNOLOGY PRACTICES (ONLINE)** & STUDENTS 20 2 & STUDENTS JUL ALL STAFF OCT ALL STAFF **IONIZING RADIATION SAFETY - MACHINES** SAFE WORKING AT HEIGHTS - INITIAL 21 & STUDENTS 11 & STUDENTS ALL STAFF ALL STAFF JUL JUL OCT **ADVANCED FIRST AID - REFRESHER** SENIOR FIRST AID - INITIAL 31 & STUDENTS & STUDENTS 24 12 OCT JUL ALL STAFF OCT ALL STAFF **BIOLOGICAL SAFETY (ONLINE)** SENIOR FIRST AID - INITIAL 26 & STUDENTS 16 23 & STUDENTS WHHR22 JUL ALL STAFF OCT ALL STAFF **IONIZING RADIATION SAFETY (ONLINE)** HAZMAT RESPONSE TRAINING 28 & STUDENTS 18 & STUDENTS ALL STAFF OCT ALL STAFF AUG GENE TECHNOLOGY PRACTICES (ONLINE) **ELECTRICAL APPLIANCE TESTING - REFRESHER** & STUDENTS 25 & STUDENTS **AUG** ALL STAFF NOV ALL STAFF HAZARDOUS WASTE SAFETY OFFICER TRAINING SENIOR FIRST AID - REFRESHER & STUDENTS & STUDENTS 9 2 WHHR25 **IONIZING RADIATION SAFETY - MACHINES** AUG ALL STAFF NOV ALL STAFF GENE TECHNOLOGY PRACTICES (ONLINE) 10 & STUDENTS 6 & STUDENTS REFRESHER AUG AUG AUG ALL STAFF NOV ALL STAFF **REMOTE AREA FIRST AID ELECTRICAL SAFETY & LOW VOLTAGE RESCUE** 23 24 25 & STUDENTS 8 & STUDENTS ALL STAFF NOV NOV NOV ALL STAFF AUG **CORROSIVES SAFETY COURSE** ADVANCED FIRST AID & STUDENTS 9 23 & STUDENTS 31 16 SEP ALL STAFF NOV ALL STAFF **GENE TECHNOLOGY PRACTICES (ONLINE) WORKSHOP & TRADE SAFETY** & STUDENTS 14 & STUDENTS WHHR21 SEP ALL STAFF NOV ALL STAFF SAFE WORKING AT HEIGHTS - REFRESHER CHEMICAL SAFETY (ONLINE) 6 & STUDENTS 15 & STUDENTS WHHR05 SEP ALL STAFF NOV ALL STAFF **COMPRESSED GAS & CRYOGENIC SAFETY BIOLOGICAL SAFETY (ONLINE)** & STUDENTS 22 & STUDENTS SEP ALL STAFF NOV ALL STAFF **SENIOR FIRST AID - REFRESHER IONIZING RADIATION SAFETY (ONLINE)** & STUDENTS & STUDENTS 24 12 ALL STAFF SFP ALL STAFF NOV **ELECTRICAL APPLIANCE TESTING - INITIAL ELECTRICAL DESIGN STANDARDS FORUM** 13 & STUDENTS 30 & STUDENTS WHHR26 SEP ALL STAFF DEC ALL STAFF **GENE TECHNOLOGY PRACTICES (ONLINE)** LASER SAFETY 15 & STUDENTS & STUDENTS WHHR17 SEP ALL STAFF DEC DEC ALL STAFF FLAMMABLE LIQUIDS SAFETY **SENIOR FIRST AID - INITIAL** & STUDENTS 12 & STUDENTS 20 5 SEP ALL STAFF WHS & FIELDWORK SAFETY

& STUDENTS

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STAFF DEVELOPMENT OPPORTUNITIES

## **CORPORATE GOVERNANCE & RISK OFFICE - POLICY TRAINING WORKSHOPS Course Session Title** Audience Code Date **Course Session Title** Code Date Audience CGR005 JAN ALL MAY ALL INTRODUCTION TO POLICY GOVERNANCE PROCEDURE WRITING STAFF 29 STAFF 31 JUN FEB ALL **FORM WRITING** INTRODUCTION TO POLICY GOVERNANCE STAFF STAFF 26 28 **COMMUNICATIONS & CONSULTATION FOR POLICY** ALL JUL ALL MAR **EFFECTIVE POLICY DEVELOPMENT & REVIEW** 21 STAFF 3 STAFF **WORK** APR ALL **POLICY WRITING**

STAFF