

Training Unlimited Zoom Training Schedule December 2020 – June 2021

ALL Programs are from 10 am – 12pm. You can sign in at 9:45am. Each Webinar costs \$50.00 and is worth 2 CEU's.

Date Program

Dec 8th	Leadership Competencies (Professional Dev)
Dec 16th	Understanding the Open Public Records Act (Records)
Dec 17th	Advanced Licensing and Permits (Licensing)
Jan 22nd	Municipal Ethics Awareness (Ethics)
Jan 28th	Keeping Track of Everything Before a Disaster Occurs (Records)
Feb 4th	The ABC's of Retail Licensing (Licensing)
Feb 9th	Working with Generation XYZ (Professional Dev)
Feb 18th	Role of Muni Clerk & Interaction with Purchasing Agent (Finance)
Feb 24th	Managing the NJ Election Process (Elections)
Mar 5th	Electronic Filing Systems (Information Technology)
Mar 10th	Property Tax Sales (Finance)
Mar 19th	Overview of Municipal Licensing (Licensing)
Mar 25th	Leadership Competencies (Professional Dev)
Mar 30th	Municipal Clerk Duties: The Whole Story (Professional Dev)
Apr 13th	Refresher on Municipal Finance (Finance)
Apr 28th	Providing Exceptional Customer Service (Professional Dev)
May 4th	Understanding the Open Public Records Act (Records)
May 14th	Respecting the Individual: Preventing Sexual Harassment (Ethics)
May 27th	Snapshot on Reading the Annual Audit (Finance)
Jun 3rd	Advanced Licensing and Permits (Licensing)
Jun 11th	Budgeting for Success (Finance)
Jun 15th	Integrity and Management of the NJ Election Process (Elections)
Jun 24th	Dealing with Difficult Behaviors (Professional Dev)
Jun 29th	Strengthening Municipal Communication (Professional Dev)

Participants may register by emailing debbie@trainingunlimitedusa.com and include:

Your Name

Date and Title of Program

Your Title

Your Municipality

Phone Number

Email Address

Your Name as you would like printed on your certificate