

Training Unlimited Zoom Training Schedule July – December 2023

ALL Programs are from 10 am – 12pm. You can sign in at 9:45am. Each Webinar costs \$75.00 and is worth 2 CEU's.

Program

- Jul 27 Dealing With Difficult Behaviors (**Professional Dev.**)
- Aug 1 Electronic Filing Systems (**Information Technology**)
- Aug 3 Green Purchasing: A Change in the Policy-Making Process (**Finance**)
- Aug 22 Keeping Track of Everything Before a Disaster Occurs (**Records**)
- Aug 23 Budgeting for Success (**Finance**)
- Aug 24 Licensing Essentials for Municipal Clerks (**Licensing**)
- Aug 31 Basics of Public Procurement (**Finance**)
- Sept 12 How does the Reporting, Billing, & Collection Responsibilities for Tax Collectors Impact the Community's Financial Position (**Finance**)
- Sept 14 Cyber Security and Communications (**Information Technology**)
- Sept 20 Snapshot on Reading the Annual Audit (**Finance**)
- Sept 28 Managing the NJ Election Process (**Elections**)
- Oct 5 Ethics: Doing the Right Thing when No One is Watching (**Ethics**) - FULL
- Oct 12 Managing Elections: Smoothly, Fairly and Effectively (**Elections**)
- Oct 17 Proposed Legislation Impacting Seniors & Disabled Vets (**Professional Dev**)
- Oct 24 Leadership Traits for Municipal Employees (**Professional Dev**)
- Oct 25 Answering Questions Related to Annual Tax Sales and In Rem Foreclosures (**Finance**)
- Nov 1 Refresher on Municipal Finance (**Finance**)
- Nov 2 Ethics: Doing the Right Thing when No One is Watching (**Ethics**)
- Nov 29 Records Management and OPRA (**Records**)
- Dec 7 The ABC's of Retail Licensing (**Licensing**)
- Dec 14 Licensing Essentials for Municipal Clerks (**Licensing**)
- Dec 20 Municipal Ethics Awareness (**Ethics**)

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