

Training Unlimited Zoom Training Schedule

February – June 2024

ALL Programs are from 10 am – 12pm. You can sign in at 9:45am.
Each Webinar costs \$95.00 and is worth 2 CEU's.

Feb 7 Municipal Ethics Awareness (Ethics)
Feb 15 Budgeting for Success (Finance)
Feb 22 Municipal Clerk Duties: The Whole Story (Professional Dev)
Feb 27 Understanding the Open Public Records Act (Records)
Mar 5 Snapshot on Reading the Annual Audit (Finance)
Mar 12 Managing Elections: Smoothly, Fairly and Effectively (Elections)
Mar 19 Refresher on Municipal Finance (Finance)
Mar 26 Information Management Systems: Look for a Streamline (Info Tech)
Mar 27 Ethics: Doing the Right Thing when No One is Watching (Ethics)
Apr 3 Role of Municipal Clerk & Interaction with the Purchasing Agent (Finance)
Apr 9 Managing Stress in the Municipal Environment (Professional Dev)
Apr 18 Licensing Essentials for Municipal Clerks (Licensing)
Apr 24 Strengthening Municipal Communications (Professional Dev)
Apr 30 Records Management and OPRA (Records)
May 8 Municipal Ethics Awareness (Ethics)
May 14 Basics of Public Procurement (Finance)
May 23 Property Tax Sales (Finance)
May 30 Advanced Licensing and Permits (Licensing)
Jun 4 Providing Exceptional Customer Service (Professional Dev)
Jun 12 Ethics: Doing the Right Thing when No One is Watching (Ethics)
Jun 20 Integrity and Management of the Election Process (Elections)
Jun 25 Understanding the Open Public Records Act (Records)

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