

Training Unlimited Zoom Training Schedule December 2024 – June 2025

ALL Programs are from 10 am – 12pm **Unless Otherwise Indicated**. You can sign in 15 minutes before the program begins. Each Webinar costs \$95.00 and is worth 2 CEU's **Unless Otherwise Indicated**.

- Dec 5 Advanced Licensing and Permits (**Licensing**)
- Dec 11 Refresher on Municipal Finance (**Finance**)
- Dec 17 Defining Public Records (**Records**)
- Dec 19 Integrity and Management of the Election Process (**Elections**)
- Jan 7 Managing Stress in the Municipal Environment (**Professional Development**)
- Jan 14 **\$145 3 CEU's** Info Management Systems: What's the Point (**InfoTech**)
- Jan 17 The ABC's of Retail Licensing (**Licensing**)
- Jan 24 **\$145 3 CEU's** Ethics for Municipal Leaders (**Ethics**)
- Jan 31 Municipal Clerk Duties: The Whole Story (**Professional Development**)
- Feb 4 Understanding the Open Public Records Act (**Records**)
- Feb 11 Managing Elections: Smoothly, Fairly, and Effectively (**Elections**)
- Feb 18 Refresher on Municipal Finance (**Finance**)
- Feb 25 Licensing Essentials for Municipal Clerks (**Licensing**)
- Mar 7 Snapshot on Reading the Annual Audit (**Finance**)
- Mar 11 Cyber Security and Communications (**InfoTech**)
- Mar 19 Budgeting for Success (**Finance**)
- Mar 26 Dealing with Difficult Behaviors (**Professional Development**)
- Apr 1 Defining Public Records (**Records**)
- Apr 9 **\$145 3 CEU's** Ethics for Municipal Leaders (**Ethics**)
- Apr 16 Developing Dynamic Listening Skills (**Professional Development**)
- Apr 23 Providing Exceptional Customer Service (**Professional Development**)
- Apr 30 Property Tax Sales (**Finance**)
- May 8 Managing the NJ Election Process (**Elections**)
- May 13 Municipal Ethics Awareness (**Ethics**)
- May 20 **\$145 3 CEU's** Info Management Systems: What's the Point (**InfoTech**)
- May 29 Advanced Licensing and Permits (**Licensing**)
- Jun 4 Role of Municipal Clerk & Interaction with the Purchasing Agent (**Finance**)
- Jun 11 Strengthening Municipal Communications (**Professional Development**)
- Jun 17 Appropriation Caps and Tax Levy Caps (**Finance**)
- Jun 26 Integrity and Management of the NJ Election Process (**Elections**)

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