

Training Unlimited Zoom Training Schedule March – 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**.

- 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 28 Developing Your Memory Power & Successful Workplace Communication (Professional Development)
- Apr 30 Property Tax Sales (Finance)
- May 8 Managing the NJ Election Process (Elections)
- May 7 Introduction to Artificial Intelligence for NJ Municipalities (Info Tech)
- 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 3 Being Productive with Microsoft Excel (Info Tech)
- 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

