SELF ASSESSMENT
USING THE MANAGEMENT PRACTICES MANUAL
A Tool for Improving Operations and Management in Leading to Accreditation

April 20, 2018
8:30 a.m. – 5:00 p.m.

Cost: $45
Includes lunch

City of Hallandale Beach
Cultural Community Center, Room 107
410 SW 3rd Street
Hallandale Beach, FL 33009

WHO SHOULD ATTEND:
This course is intended to provide an opportunity for those individuals or agencies who are contemplating accreditation. Learn what to expect from the accreditation process and what you should be doing to prepare ahead of time.

CLASS TOPICS/MODULES
• Overview of the Program
• Self-Assessment Process
• Tracking Your Progress
• Accreditation Process
• Group Exercise
• Wrap-Up and Questions

COURSE OBJECTIVE:
Is your agency operating at peak performance and productivity levels of operations? Have you really reviewed them with your staff to see what improvement might be made? Do you review your policies, procedures, and practices on a regular basis? What guidelines do you use to measure your performance? This workshop is designed to provide you with the tools and information to help you examine and evaluate your agency’s current management policies and procedures. You’ll learn how to target the problem areas, identify opportunities, and improve overall effectiveness of any public works operation. If you’re already working through the Self Assessment program, this workshop will provide you with “hands-on” training, using the Public Works Management Practices Manual, 9th Edition, in preparation for completing the program or beginning the Accreditation process.

REFERENCE MATERIAL:

Copies will NOT be available for purchase on-site. It’s a valuable resource to have in your public works library, regardless!

RSVP/Register with:
Charity Latt at (954) 457-1620