

## TRAINING

### Training Programmes

ASCON undertakes several Training, Consultancy and Research activities aimed at building the human and institutional capacity of the Public Service at the different tiers of government. Below, is a review of ASCON training activities over the last few years.

### Types of Training Programme

ASCON offers a wide range of targeted training programmes to meet the diversified training needs of the different categories of personnel in the Public Service. These include but are not limited to the following:

- Political Office Holders;
- Top Management Group, comprising Permanent Secretaries and the Directorate cadre on Grade Levels (GL) 15 – 17;
- Senior Management Group, made up of Officers on GL 12 – 14; and
- Middle Management Group consisting of Officers on GL 07 – 11.

In addition to these groups that constitute ASCON's target audience, going by its enabling law, the College also provides special interventionist training for other junior cadres (GL.03 – 06) on special request by organisations. This is in recognition of the fact that these junior cadres are also very critical to the attainment of goals and objectives of individual Ministries, Departments and Agencies (MDAs) and ultimately of the Public Service.

Generally, the training programmes offered by ASCON are categorized into five broad groups. These are:

- Regular training programmes
- Seminars/Workshops/Conferences
- Tailor-made (Client-driven) training programmes
- Postgraduates Diploma and Certificates courses
- Induction courses

### These cover the following areas:

- ❖ General Management
- ❖ Human Resource/Personnel Management
- ❖ Strategic Management
- ❖ Public Administration

- ❖ Policy Analysis, Formulation and Implementation
- ❖ Economic and Financial Management
- ❖ Programme/Project Management
- ❖ Procurement and Supply Chain Management
- ❖ Business and Public Enterprises Management
- ❖ Small and Medium Enterprise Development
- ❖ Computer and Information Management
- ❖ Security Management
- ❖ Legislative Studies
- ❖ Local Government Administration
- ❖ Management Consultancy
- ❖ Research Methodology

### **Responding to Specific Needs**

ASCON has introduced new management training programmes for occupational groups based on identified needs and request from clients. These training programmes are aimed at closing the managerial capacity gaps identified among Public Officers in different occupational groups. The specific programmes introduced and implemented by ASCON in the last few years include:

- ***Executive Management Course (EMC) for Senior Military Officers.*** The programme targets senior Military officers, not below the rank of Colonel and their equivalent in the Navy and Air force, who hold high command appointments and are expected to be critical to ensuring a cordial military-civilian relations in a democratic society;
- ***Advanced Certificate Course in Management Science for Nurses/Midwives.*** This group of personnel is critical in the medical service delivery chain, and to a large extent, efficient and effective delivery of health services depends on the quality of the contributions it makes to the management of these services;
- ***Health Management Course for Chief Executive and Administrators of Teaching Hospitals, Federal Medical Centres and Specialist Hospitals.*** Many of these officers are appointed on account of their excellent performance in their professional calling and need special managerial skills to manage the complex and intricate environment of the hospitals;

- ***Education Management Courses for Administrators of Colleges of Education and Secondary Schools.*** This course is designed to ensure more efficient and effective management of the numerous human and materials resources in these institutions to ensure better outcomes.

