

# DECEMBER 2022

- Nov 28-Dec 2 Crucial Conversations (5 days, 9AM-11:30AM) – Virtual
- December 1 Advanced Procurement Certification – In person
- ~~December 4~~ **FULL** Advanced Principles of Communication Part 1: Authenticity – Virtual
- December 6 From Interview to Hire – Virtual
- December 6 Advanced Thinking for Problem Solving Managers – Virtual
- ~~December 7~~ **FULL** Creative Thinking – Virtual
- ~~December 8~~ **FULL** Investigating Employee Misconduct – Virtual
- December 12 Customer Experience – In person
- December 12-16 Crucial Conversations (M, T, Th, F from 9am-12pm) – Virtual
- December 14 Listening Skills – Virtual
- December 15-16 Cultural Competency (2 half days) – Virtual
- ~~December 20~~ **FULL** Developing Employees – Virtual
- ~~December 22~~ **FULL** Performance Evaluation – Virtual



Sign up online in the [LMS](#) to reserve your seat!  
Visit the [PDS website](#) for more information on Training and Development.  
Send an email to [PDS@iowa.gov](mailto:PDS@iowa.gov) if you have questions.

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For additional PDS class information, course descriptions & objectives, certificate series, and participating agencies check out the [course catalog](#).