

SEPTEMBER 2021

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| September 1 | Diversity Training for Employees (1/2 day) - Virtual |
| September 1 | Professional Impact - Virtual |
| September 1 | Managing Effective Meetings (1/2 day) - Classroom |
| September 2 | Managing Conflict & Resistance in the Workplace - Classroom |
| September 7 | Adv. Principles of Communication Pt 1 Authenticity - Classroom |
| September 8 | Performance Evaluation - Classroom |
| September 8 | Leading Through Change - Virtual |
| September 9 | Introduction to State Procurement (1/2 day) - Virtual |
| September 14 | Developing Employees – Virtual |
| September 14 | From Interview to Hire – Virtual |
| September 15 | Generational Diversity – Virtual |
| September 16 | Getting Things Done – Virtual |
| September 20 | Customer Experience - Virtual |
| September 21 | Discipline, Grievance, and the Merit System - Virtual |
| September 21-22 | Ethics of Leadership and Influence (2- ½ day sessions) -Virtual |
| September 21 | Enhancing Team Membership - Virtual |
| September 22-23 | Managing Stress and Accountability (2- ½ day sessions) -Virtual |
| September 23 | Ethical Issues in the Workplace (1/2 day) - Classroom |
| September 28 | Listening Skills – Classroom |
| September 29-30 | Project Management Seminar |
| September 30 | Advanced Procurement Certification - Classroom |



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 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](#).