



# Introduction to Local Government

Duration: 2 days

## Course overview

Considering a career in Local Government? Or, are you a new council employee looking to develop your knowledge of the Local Government sector?

Designed to provide 'top up' induction training for new Council employees, the intent of this course is to meet the need of councils and new employees for structured and meaningful induction to the Local Government sector.

Participants will learn the principles of working effectively in a local government context. They will develop their own understanding of, and support for local government priorities. Through participation in activities and group work, participants will explore effective work relationships, the importance of building relationships, fulfilling own tasks and responding to constructive feedback when working within a team setting.

This course leads to a Statement of Attainment for the following units:

LGACORE102B	Follow defined OHS policies and procedures
LGACORE104B	Work effectively in local government
LGACORE105B	Work with others in local government

Completion of these units provides a pathway into a range of Local Government qualifications offered by LGTI.



## This course is ideal for

- Staff new to a council, who wish to increase their understanding of Local Government
- Individuals seeking a career in Local Government
- People dealing with Local Government as part of their role
- Students currently enrolled or interested in a LGTI correspondence program, who would like to compliment their program with face to face workshops

## Learning Outcomes

As a result of this course participants will be able to:

- Understand the implications of working in the context of local government
- Work in accordance with council policies and procedures
- Describe the organisational structure of councils
- Describe the role of councillors and mayor
- Explain council's role in the community
- Follow council procedures relating WHS
- Effectively communicate with the public
- Respond to the needs of council customers
- Identify and use appropriate communication

## RPL

Recognition is the acknowledgement of the skills and knowledge a person has acquired through previous training, work or life experience. You may be eligible for credit into your qualification – further information is available in our enrolment package.