

# Registration for GoS Ministry Employees

- **Delivery**

All Winter 2022 JSGS policy workshops will be delivered online. All workshops include both a virtual live workshop and an online curriculum that participants must complete the week prior to the workshop. The online curriculum may include videos, discussion questions, applied exercises, assignments, pre-reading, and recorded presentations.

- **Time commitment**

Each half-day workshop includes a 1-2 hour pre-workshop online curriculum and a 3 hour live workshop. Each full-day workshop includes a 2 hour pre-workshop online curriculum and a 6 hour live workshop. Participants must be able to attend both live sessions to receive credit for a full-day workshop.

- **Who can attend?**

Any public servant can register for JSGS workshops with supervisor approval - so feel free to share this information with colleagues! The target audience for the Policy Workshop Series is public sector employees who are directly involved in various aspects of development and implementation of public policy or who manage and provide oversight of the policy process.

- **Registration process**

Registration for Government of Saskatchewan (GOS) ministry employees and employees of the Provincial Capital Commission (PCC) and the Saskatchewan Apprenticeship and Trade Certification Commission (SATCC) is accepted through **PSC Client**.

- Direct PSC Client registration links will be sent to the JSGS Executive Education email list the morning of the registration launch. **Please note that workshop cancellations must be received through PSC Client at least one week prior to each workshop, or 50% of the registration fee will be charged. Substitutions will be accepted.**

- **Registration launch**

Registration for Winter 2022 will open in PSC Client on **Wednesday, November 3 @ 1 pm**. As many of our workshops fill up quickly, we encourage you to register as soon as registration opens to avoid disappointment.

- **Certificates**

Participants who complete at least six full days of training will earn Policy Workshop Series Certificates of Completion. Two half-day workshops equal one full day of training. Please note that online workshops are worth the same as in-person workshops. **Participants are responsible for tracking their completed workshops.** Please note that information on all past workshop attendance has been fully integrated from Learn to PSC Client. You can view the workshops you've completed in your PSC Client profile.

- **Cost**

Full-day workshops cost \$350 per person, and half-day workshops cost \$250 per person. The *Leadership Foundations* workshop includes an additional and non-refundable fee for a leadership self-assessment, so the cost for that workshop is \$500 per person. Your ministry or organization will be invoiced at the end of each semester.

- **Additional Training**

JSGS also offers policy workshops for specific ministries, departments, or organizations. If you are interested in organizing a workshop for your group, please contact [sharri.dewey@uregina.ca](mailto:sharri.dewey@uregina.ca)

- **Contact Us**

If you have any questions about the Policy Workshop Series, please contact [sharri.dewey@uregina.ca](mailto:sharri.dewey@uregina.ca)