Our inter-institutional training programmes

- **Working for the EU: Realities and Challenges**: for new staff who have never previously worked for an institution (3 days).
- **Information Session on Social Security and Pensions**: for those interested in the functioning of the sickness insurance scheme, pension rights, severance grants and unemployment allowances (1 day).
- **Discover Brussels** (a lunch time conference) and **Master Classes: Brussels for Europe** (a series of lectures, events and visits): joint ventures of the School and local partners.
- **The History and Stories behind European Integration**: presents the major milestones in the development of EU institutions and policies and recounts some little-known stories behind them (1 day).
- **EU4U**: a one-day seminar on the EU to understand its main processes and current developments.
- **All you need to know about your pension rights**: this half-day information session explains the rules relating to pension rights, invalidity allowance and survivor pensions.
- Lunch time conferences on the work of European Ombudsman and the European Data Protection Supervisor.
- **Clear Speaking : Communicating in the Tower of Babel**: a short seminar to make the most of your oral communication skills when speaking in front of a multilingual audience.

- **Key Skills**: a series of modules that cover a wide range of skills that allow every member of staff, whatever their grade or function, to perform more effectively.
- **Lead your Team**: for staff in charge of teams (3 days).
- **The Essentials of Management**: for AD staff below Head of Unit level (3 days).
- **To be or not to be a Head of Unit?**: for officials of at least grade AD8 (3 days, 2 versions: mixed and for women only).
- **Setting out as a Head of Unit**: for Heads of Unit with less than 1 year’s experience (4 days + coaching).
- **Broaden your Horizons as a Head of Unit**: for Heads of Unit with 1,5 to 3 years’ experience in their function (2 days).
- **The Influential Manager**: for Heads of Unit with at least 5 years’ seniority (2 days).
- **Workshops for Managers**: for all managers, in particular Heads of Unit (1 day).
- **Programme for Newly Appointed Directors**: 6 sessions, each one dedicated to a particular leadership theme, featuring a high-level external keynote speaker, with, in some cases, an experienced team coach.
- **Leadership Club**: interactive events with an external speaker for senior managers (3 hours + lunch).
- **Certification**: a compulsory skills based training programme for assistants identified by their institutions as having the potential to become administrators.
- **Erasmus Public Administration**: 2-week traineeships for young national civil servants dealing with EU affairs.
- **Other activities**: Training consultancy and tailor-made training programmes on request and against payment. The School is also a member of the DISPA network (Directors of Institutes and Schools of Public Administration).