# 2026 Virtual Classroom

Training Calendar

All courses are also available for inhouse delivery at your council.

peak services

| VIRTUAL WORKSHOP | JAN | FEB | MAR | APRIL | MAY | JUNE | JULY | AUG | SEPT | OCT | NOV | DEC | DURATION | PRICE (Inc. GST) |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Alcohol and Drug Awareness for Supervisors | | | | 23 | | | | 18 | | | | | 4 hours | $500 |
| Animal Management (Cats and Dogs) Act 2008 | | 10 | | | 5 | | | 4 | | | 3 | | 6 hours | $550 |
| Artificial Intelligence: My Work Partner | | 11 | | | 20 | | | 12 | | | 11 | | 6 hours | $550 |
| Asset Management Fundamentals | | 18 | | | 20 | | | | 16 | | | 9 | 6 hours | $650 |
| Authorised Persons | 13 | | 17 | | | 9 | | | 8 | | | | 6 hours | $550 |
| Bouncing Bias Behaviours | INHOUSE ONLY | | | | | | | | | | | | | |
| Breed ID | | 24 | | | | | 7 | | | 27 | | | 6 hours | $550 |
| Building Financial Confidence (Wellness) | INHOUSE ONLY | | | | | | | | | | | | | |
| Business Writing Essentials | | 24 | | | | 4 | | | | 29 | | | 6 hours | $550 |
| Change Management (ADKAR) | | | | | | 9 | | | | | | | 6 hours | $550 |
| Change Management for Leaders | | | | | | | | 13 | | | | | 3 hours | $500 |
| Coaching for Excellence Using A.I. | | | 18 | | | 17 | | | 9 | | | 9 | 6 hours | $550 |
| Conflict Resolution | 28 | | | | | | | | | | | | 6 hours | $550 |

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| Contract Management | 29 | | | 16 | | | 9 | | | | 11 | | 6 hours | $550 |
| Dealing with Confrontational People | 28 | | 17 | | | 16 | | | 15 | | | 1 | 3 hours | $500 |
| Developing High Performance Teams | | 10 | | | | 11 | | 25 | | | | | 6 hours | $550 |
| Difficult Conversations | | 19 | | | | | 14 | | | | 24 | | 3 hours | $450 |
| Dropping Anchor | | | 12 | | 26 | | | 11 | | | | | 1.5 hours | $300 |
| Emerging Leaders and Beyond | | | 10 | | | 24 | | | | | | | 6 hours | $550 |
| Emotional Intelligence | | 4 | | | | 3 | | | | | | | 6 hours | $550 |
| Excel Introduction (Microsoft) | | 24 | | | | | | 5 | | | | | 6 hours | $550 |
| Excel Intermediate (Microsoft) | | | | | 26 | | | | | | | | 6 hours | $550 |
| Fraud Awareness for Local Government (9am - 10.30am) | | | 24 | | | | | | 24 | | | | 1.5 hours | $300 |
| Fraud Awareness for Supervisors and Managers | | | 24 | | | | | | 24 | | | | 3 hours | $500 |
| Governance in Local Government | 22 | | | | | 10 | | | | | | 5 | 6 hours | $600 |
| Harnessing the Power of Stress | | | 4 | | | 3 | | 26 | | | | 2 | 6 hours | $550 |

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|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Interpersonal Skills | Please contact us | | | | | | | | | | | | | |
| Introduction to Personal Computers | Please contact us | | | | | | | | | | | | | |
| Investigating Dog Attacks | | 26 | | | | 18 | | | 24 | | | | 6 hours | $550 |
| Investigation Fundamentals | 22 | | | 16 | | | | 13 | | | | | 6 hours | $550 |
| Leadership Development Program | | | | 21 & 22 | | | | | | 1 & 8 | | | 2 days | $1,100 |
| Learnable Disciplines of Management | Please contact us | | | | | | | | | | | | | |
| Local Laws Officer Fundamentals | | | 26 | | | | 16 | | | | 12 | | 6 hours | $550 |
| Managing Projects using A.I. | | | | | 27 | | | | | 21 | | | 6 hours | $550 |
| Managing Teams Remotely | | 11 | | | | | 16 | | | | 26 | | 1.5 hours | $300 |
| Mate to Manager | 29 | | 31 | | | | | | | | 26 | | 6 hours | $550 |
| Minute Taker Workshop | | | | 28 | | | | | 23 | | | | 6 hours | $550 |
| Personalities at Work | | | | 22 & 29 | | | 8 & 15 | | | 7 & 14 | | | 2 days | $1,100 |
| Negotiation Skills | | | 24 | | | 23 | | | | 15 | | | 6 hours | $550 |

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| Personal Productivity | | | | | | | | | | | | | 6 hours | $550 |
| Policy Development | | | 18 | | | | 14 | | | | 5 | | 4 hours | $500 |
| Positive Communication Inc. A.I. tools | | 18 | | | 27 | | | 19 | | | 18 | | 6 hours | $550 |
| Presenting with Influence | | | | 15 | | | 1 | | 30 | | | | 6 hours | $550 |
| Preventing Bullying and Harassment | | 26 | | | | 16 | | | | 22 | | | 4 hours | $500 |
| Procurement Advanced | | | 26 | | | 2 | | | 8 | | | | 6 hours | $550 |
| Procurement Fundamentals | | 3 | | | 5 | | 24 | | | | | 8 | 6 hours | $550 |
| Project Introduction (Microsoft) | | | | | 22 | | | | | | 5 | | 6 hours | $550 |
| Recruitment and Selection | | | 12 | | | | 30 | | | | 25 | | 6 hours | $550 |
| Respond with Resilience | Please contact us | | | | | | | | | | | | | |
| Situational Awareness | Please contact us | | | | | | | | | | | | | |
| Small Animal First Aid/Zoonosis | | | | 14 | | | | | 22 | | | | 4 hours | $500 |
| Social Media for Local Government | | 25 | | | 7 | | | 20 | | | | | 3 hours | $450 |

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| Specification Writing | | 12 | | | 28 | | | | 17 | | | | 3 hours | $450 |
| Stores and Inventory | | | 11 | | | | | | | 20 | | | 3 hours | $450 |
| Strategic Problem Solving & Decision Making inc. AI Tools | | | | 1 | | | 22 | | | 21 | | | 6 hours | $550 |
| Successful Meeting using A.I. | | | 11 | | | 10 | | | 2 | | 25 | | 6 hours | $550 |
| Superior Customer Service | | | | 8 | | 24 | | | 23 | | | | 6 hours | $550 |
| Superior Time Management with A.I. | | 4 | | | 6 | | 29 | | | | 4 | | 6 hours | $550 |
| Supervisory Skills 101 | | | | 9 | | | 23 | | | 1 | | | 3 hours | $450 |
| Tendering for Local Government (1pm - 4pm) | | 12 | | | 28 | | | | 17 | | | | 3 hours | $450 |
| WHS Asbestos Awareness | | 17 | | | 19 | | | 11 | | | | 1 | 3 hours | $450 |
| WHS Due Diligence for Supervisors and Managers | 28 | | 10 | | | 18 | | | 22 | | | | 3 hours | $450 |
| Word Introduction (Microsoft) | | | 13 | | | | | 19 | | | | | 6 hours | $550 |
| Word Intermediate (Microsoft) | | | | | | 11 | | | | | | | 6 hours | $550 |
| | | | | | | | | | | | | | | |