



Training

All current training courses are provided by private training facilitators and most of the content is generic to both the public and private sector context.

Our courses are open to private or public sector procurers, or business generalists interested in our procurement training.

Should you have specific training requirements, or have a group of people interested in a particular topic, or require a course on a topic not currently offered – get in touch and we'll try and identify or develop a course to meet your needs.

Current training courses (outlines)

The outlines below provide an overview of our current courses. If you are interested in attending a specific course, check out our calendar for the date of the next available course and follow the link to the Victoria University registration pages or you can [register now](#).

- [Building and implementing performance management frameworks \[143 kB PDF\]](#) - one day
This course will help procurers to get the best out of their contracts and their suppliers through good performance management.
- [Category management \[207 kB PDF\]](#) – two days
This two-day intensive workshop is designed to develop skills in understanding the relationship between category management and procurement, and how best to apply the tools and techniques discussed.
- [Demystifying procurement \[84 kB PDF\]](#) - two days
Aimed at non-procurers responsible for making procurement decisions to help achieve better outcomes, as well as at intermediate level procurement specialists.
- [Developing specifications \[84 kB PDF\]](#) - one day
Aimed at procurement professionals and stakeholder subject matter experts who are required to develop, draft, compile and publish procurement-related documents.
- [Finance for procurers \[90 kB PDF\]](#) - 2 days
This course is designed to provide procurers with the necessary skills and knowledge to apply appropriate financial tools in the procurement process.
- [Introduction to contract management \[224 kB PDF\]](#) - 1 day
This course is designed to provide the foundation knowledge and skills of procurement and contracting professionals involved in managing or administering contracts.
- [Managing risk in procurement and contract management \[307 kB PDF\]](#) - 1 day
This course is designed to enhance the contracting professional's understanding of the techniques and activities of risk management within a procurement and contract management environment.
- [Procurement of services \[155 kB PDF\]](#) - 1 day
This course will be of significant value to procurement professionals involved in designing, developing and implementing contracting arrangements for the provision of services by third parties.
- [Supplier relationship management \[235 kB PDF\]](#) - 2 days
This course is designed to enhance the contracting professional's understanding of how the business drivers of commercial organisations influence their behaviours during the performance of a contract.
- [Facilitator Profiles \[302 kB PDF\]](#)

Costs

Our courses are competitively priced to provide value for money. Full information is available via the Victoria University registration pages and early-bird discounts apply when courses are booked one month or more ahead of the course date.