

**SYSTEM OF PROFESSIONAL TRAINING OF
CIVIL SERVANTS AND LOCAL SERVANTS
IN UKRAINE**

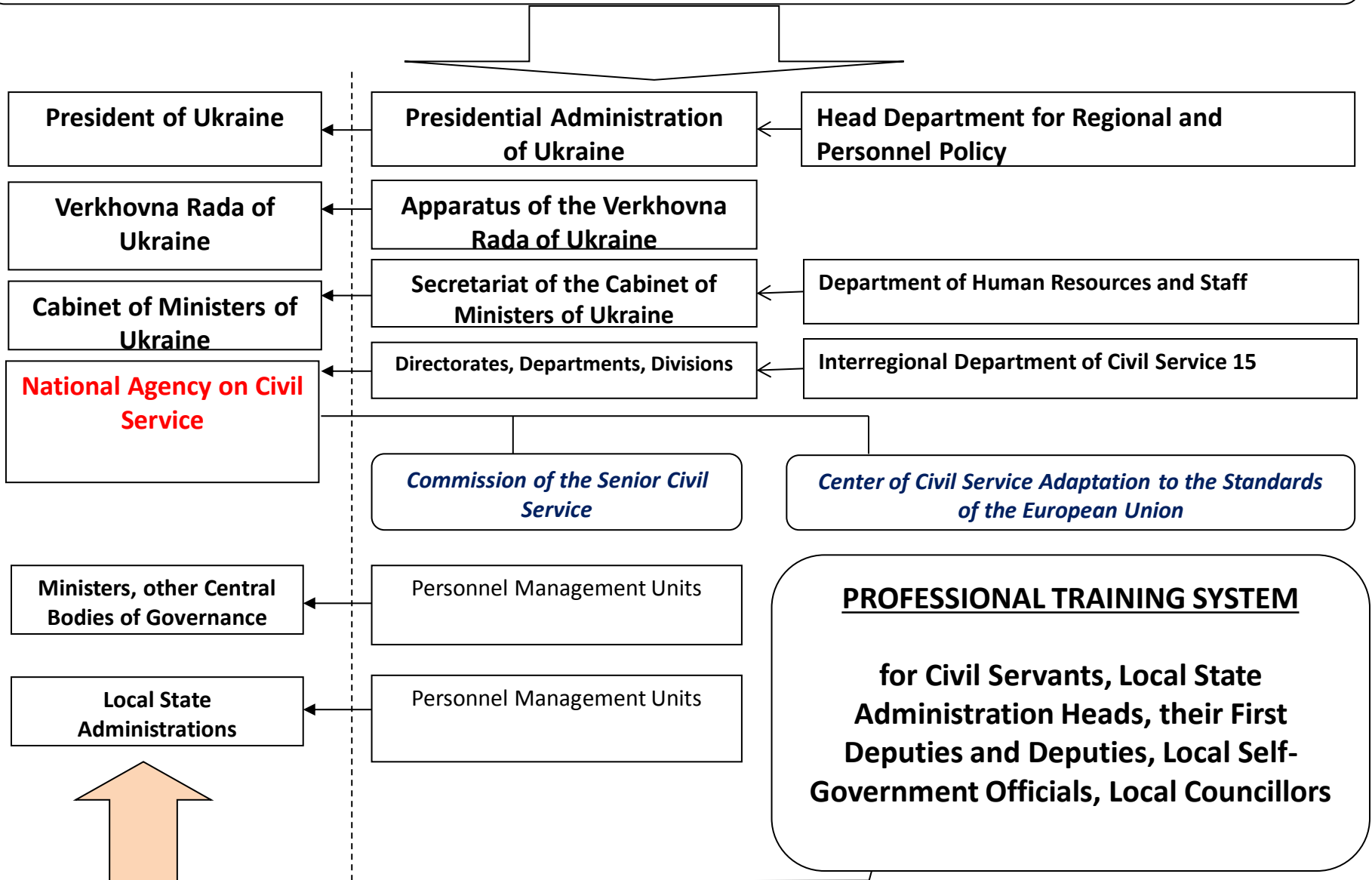
Olena Burba

Head of the Educational Programs Certification Sector
of Quality Assurance Unit

**National Academy for Public Administration under
the President of Ukraine**

Kyiv - 2018

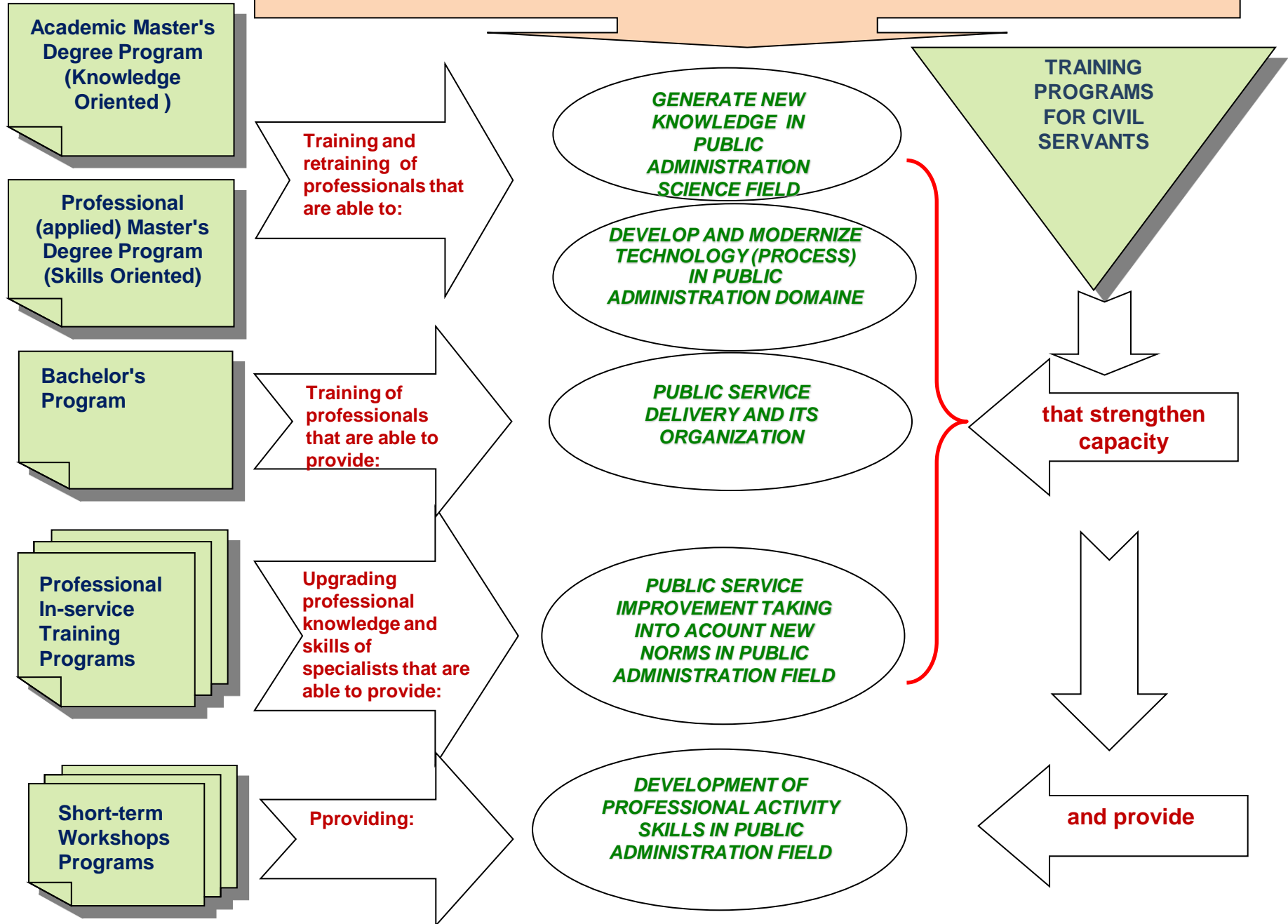
INSTITUTIONAL FOUNDATIONS OF PUBLIC POLICY DEVELOPMENT AND IMPLEMENTATION IN PUBLIC SERVICE SYSTEM



SYSTEM OF PROFESSIONAL TRAINING OF CIVIL SERVANTS

- ❑ **National Academy for Public Administration under the President of Ukraine (NAPA);**
- ❑ **Institute for In-Service Training of Senior Executives of NAPA;**
- ❑ **4 Regional Institutes of Public Administration of NAPA:
Dnipropetrovsk, L'viv, Odesa, Kharkiv;**
- ❑ **116 Universities;**
- ❑ **23 /20 regional Centers;**
- ❑ **All-Ukrainian Center of In-service Training of Civil Servants;**
- ❑ **Postgraduate Education Institutions.**

OBJECTIVE FUNCTIONS of CIVIL SERVICE TRAINING SYSTEM



GENERAL INFORMATION

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|---|--|
| <i>Name of the Institution</i> | National Academy for Public Administration under the President of Ukraine (NAPA) |
| <i>Level of the Higher Education and name of Qualification</i> | Second Level of HE Qualification – “Master” |
| <i>Official Name of the Program</i> | Public Management and Administration |
| <i>Type of Degree And Length of Educational Program</i> | Master’s Degree, 90 ECTS credits |
| <i>Accreditation</i> | National Certificate of Accreditation № 1183166 Valid - till 2026 |
| <i>Cycle/Level</i> | Second cycle, NQF of Ukraine – the 8th qualification level, FQ-EHEA – second cycle, EQF-LLL – 7 level |
| <i>Preconditions</i> | Complete a Bachelor or Maste program |
| <i>Language of Learning</i> | Ukrainian |
| <i>Length of Sudy</i> | 16 months |
| <i>Web address</i> | www.academy.gov.ua general@academy.gov.ua |

LIST OF OBLIGATORY COURSES (OC)

| | Components of the Program (Courses, study projects, Practice, Thesis) | Number of ECTS Credits |
|--------|---|---------------------------------------|
| OC 1. | Public Policy | 4 |
| OC 2. | Globalization and National Security Policy | 4 |
| OC 3. | Change Management | 4 |
| OC 4. | Economic Governance and Public Finances | 4 |
| OC 5. | Regional Management and Local Self-government | 4 |
| OC 6. | Law in Public Administration | 4 |
| OC 7. | Institutional Maintenance of Public Power | 4 |
| OC 8. | Strategic Management | 4 |
| OC 9. | Social and Humanitarian Policy | 4 |
| OC 10. | Information Policy and Digital Technology | 4 |
| OC 11. | Parliamentarism | 4 |
| OC 12. | Personnel Management in Civil Service | 4 |
| OC13. | Practice: educational (trainings) – 4 credits; professional (internship at Public Authority Bodies) – 4 credits | 8 |
| OC14. | Qualification Work (Master Thesis) | 7 |
| OC15. | State Assessment (Master Thesis Defense – 1 credit; compound exam – 1 credit) | 2 |

LIST OF ELECTIVE COMPONENTS (SPECIALISATIONS)

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|-------|--|
| EC-1 | Project Management and Programs in the Public Sphere |
| EC-2 | Personnel Management in Public Authority Bodies |
| EC-3 | Public Administration in the Economic Sphere |
| EC-4 | Management of Economic Development of Public Sector Organizations |
| EC-5 | Political Institutions and Processes |
| EC-6 | Public Policy in the sphere of Social and Humanitarian Development |
| EC-7 | Public Administration in the Field of Education |
| EC-8 | Management in the Field of Healthcare |
| EC-9 | The Rule of Law and Right-realization in Public Administration |
| EC-10 | Public Management in a Legal State |
| EC-11 | Regional Development Management |
| EC-12 | City Management |
| EC-13 | Local Self-Government |
| EC-14 | Public Administration in the Field of National Security |
| EC-15 | European Integration |
| EC-16 | Information and Communication Management in Public Administration |
| EC-17 | Digital Governance |
| EC-18 | Public Policy and Political Government |
| EC-19 | Interaction of State, Business and Civil Society |
| EC-20 | Parliamentarism in Public Administration |
| EC-21 | Political Management |
| EC-22 | Linguo-communicative Activities in Public Administration |
| EC-23 | Multilevel Governance |

Regional Development Management

Resource Potential of the Territory

Territory Development Planning

Forecasting and Marketing of Territories

Anti-crisis Technologies and Design in Regional Management

City Management

Integrated City Management

Infrastructural and Financial Support of the City Development

Urban Development Environmentalization and Emergency Avoidance

Competitiveness and City Branding

Local Self-Government

State Policy of Local Self-Government Development

Election Technologies and Organization of Local Self-Government

Local Economic Development and its Resource Support

Regional Development Planning and Population Services Delivery

GENERAL COMPETENCIES

- 1.Ability to generate new ideas and non-standard approaches of their implementation.
- 2.Ability to think critically.
- 3.Ability to initiate, plan and manage changes.
- 4.Ability to design and manage projects.
- 5.Ability to establish social interaction, cooperation, to prevent and resolve conflicts.
- 6.Ability to carry out professional activities, guided by the principles of social responsibility, legal and ethical norms.
- 7.Ability to conduct research using scientific sources, empirical data and digital technologies.
- 8.Ability to communicate professionally in the official language and one of the official languages of the Council of Europe.

PROFESSIONAL COMPETENCIES

- 1.Ability to form and implement public policy in different fields and areas of public life.
- 2.Ability to strategic management of social, sectoral, territorial, organizational development, to make adequate management decisions in conditions of uncertainty and risks.
- 3.Ability to provide institutional support to the system and, in particular, public authorities.
- 4.Ability to carry out economic governance, public finance and capital management, control over their effective use.
- 5.Ability to ensure the implementation of direct and representative democracy forms, the implementation of local self-government.
- 6.Ability to analyze legislative documents, prepare their projects and proposals for improvement.
- 7.Ability to implement e-governance.
- 8.Ability to administer and manage staff in public administration bodies.

PROGRAM OUTCOMES

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|----------------------|--|
| Knowledge of: | <ul style="list-style-type: none">✓ stages, principles and approaches of public policymaking and its implementation in different spheres and fields;✓ technology and methods of organizational, innovative, financial, time-, risk- and other types of management, justification of expediency of their application in particular cases;✓ developing strategies and programs in public administration field, to formulate and prove interrelated goals, tasks and activities aimed at social, sectoral, regional, organizational development;✓ essence, factors, forms and approaches of institutional development of public administration bodies; the ability to develop institutional partnership and effective interinstitutional cooperation;✓ economic governance models, understanding impact external and internal factors on their transformation;✓ direct and representative democracy forms, organizational and legal basis for their implementation in the state at different levels of government;✓ project methodology and ability to develop projects in public administration;✓ digital technologies and methods of digital governance; be able to give grounds as to their practical implementation; |
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PROGRAM OUTCOMES

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|--------------------|--|
| Ability to: | <ul style="list-style-type: none">✓ analyze public administration issues and to provide relevant analytical information;✓ analyze legal acts, prepare their drafts and provide proposals for improvement;✓ participate in public discussions, debates, hearings, discussions on public administration issues;✓ effectively communicate with public authority bodies, business, the public society, and the mass media;✓ develop documents related to local self-government body activities, its interaction with the territorial community;✓ analyze documents and make proposals for public finances, property management, and to control over their effective use;✓ analyze and solve internal-organizational and inter-institutional conflicts; |
| Skills in: | <ul style="list-style-type: none">✓ generating and selecting new ideas; to use them in making administrative decisions;✓ Fluency in the official language and one of the official languages of the Council of Europe. |

THANK YOU FOR YOUR ATTENTION !!!