

MINISTRY OF THE PUBLIC SERVICE AND TALENT DEVELOPMENT

Learning and Development Directorate

Invites applications from Public Officers at the Salary Scale Z23-Z17
This includes Secretaries, Assistant Accountants, Executive Officers and Senior Clerks

TEAM LEADING COURSE

COURSE CODE:

September 7 - 11, 2026

Time: 8:45 a.m. to 4:30 p.m.

All Sessions conducted (face-to-face)



To empower participants with the competencies and skills to provide direction to members of their team, motivate and support them in achieving both the team's objectives and their individual work goals



Only applications with valid public service email addresses will be considered



Contact:

Judith Branch at judith.branch@ldu.gov.bb or
(246) 535-6722

DEADLINE FOR REGISTRATION:

Monday August 24, 2026

- Outline the difference between a team and a group
- Identify the stages of team development
- Describe a performance improvement plan
- Identify ways of improving team performance
- Understand the grievance handling process