

COURSE BROCHURE

Finance for Non-Financial Public Managers

Professional Training Course

Skillslab Training Provider

Skills for Tomorrow's World 



Course Description

Course Overview

Finance for Non-Financial Public Managers is a comprehensive knowledge-based training program designed to equip public sector professionals with a clear and practical understanding of financial concepts that directly affect managerial decision-making. The course demystifies public finance, budgeting, financial reporting, and cost control for managers who do not have a formal financial background but are accountable for resources, performance, and results. It explains how financial information supports planning, accountability, and service delivery in government institutions.

For first-time managers, supervisors, and team leaders, this course delivers strong workplace value by bridging the gap between technical finance functions and managerial responsibilities. New managers are increasingly expected to understand budgets, interpret financial reports, control costs, and engage confidently with finance teams. As part of leadership training for new managers, this program builds financial literacy, strengthens governance awareness, and supports informed, evidence-based decision-making across public organizations.

Key Outcomes

- By the end of this program, participants will be able to understand the role of finance in public sector management
- By the end of this program, participants will be able to explain key public finance concepts in simple managerial terms
- By the end of this program, participants will be able to interpret basic budget and financial reports
- By the end of this program, participants will be able to understand the link between budgets, performance, and accountability
- By the end of this program, participants will be able to recognize their managerial responsibilities in financial control
- By the end of this program, participants will be able to support cost awareness and resource efficiency within their teams
- By the end of this program, participants will be able to communicate effectively with finance and audit units

resources

Who Should Attend

- First-time managers in government and public sector organizations
- Supervisors and team leaders with budget or resource responsibilities
- High-potential employees preparing for leadership roles
- Program and project managers without formal financial training
- Policy, operations, and administrative managers
- Technical professionals transitioning into management positions
- Public sector staff involved in planning and performance monitoring

Prerequisites No prerequisites

Course Outline by days

Day 1 Finance Fundamentals for Public Sector Managers

- Role of finance in public sector governance and management
- Key differences between public sector and private sector finance
- Financial accountability and stewardship of public funds
- Managerial responsibilities in financial decision-making
- Common financial terminology explained for non-financial managers

Day 2 Understanding Public Budgets and Financial Planning

- Purpose and structure of public sector budgets
- Budget preparation, approval, and execution processes
- Relationship between budgets, programs, and objectives
- Monitoring budget performance and variances
- Managerial role in budget planning and control

Day 3 Financial Reporting and Information for Managers

- Overview of public sector financial reports
- Understanding expenditure, revenue, and balance information

Day 4 Cost Management, Controls, and Financial Risk

- Understanding costs in public sector operations
- Cost control and efficiency from a managerial perspective
- Internal controls and their role in financial discipline
- Identifying financial risks and weaknesses
- Role of managers in supporting control environments

Day 5 Financial Decision-Making and Leadership Accountability

- Using financial information in daily management decisions
- Linking financial management to service delivery outcomes
- Ethical leadership and responsible use of public resources
- Working effectively with finance and audit professionals
- Course review and consolidation of key learning insights

Methodology

This new manager leadership course is delivered through a primarily theoretical and structured learning approach designed to build confidence and understanding among non-financial managers. The program uses clear explanations of financial concepts, public sector frameworks, and leadership responsibilities supported by guided discussions and simplified illustrative cases. Interaction takes place at both individual and group levels through light discussions that reinforce learning without relying on heavy practical workshops.

Training materials include professionally prepared summary sheets, a participant workbook, simplified templates, and a practical toolkit to support management skills training and leadership development for team leaders. Minimal pre-work or optional follow-up support may be provided upon request only, ensuring flexibility for participating organizations.

Assessment & ROI

In-session assessment is conducted through short quizzes, guided question-and-answer discussions, and recap checks during each training day. These assessment methods help confirm understanding and reinforce the practical application of financial concepts for non-financial public managers.

Further discussions can be arranged upon request.

Instructor Profile

Instructor assignment depends on the delivery date and city. We work with a global pool of trainers. Please contact us to confirm the most suitable available instructor for this course based on schedule and location.

Conclusion

Finance for Non-Financial Public Managers is a leadership fundamentals course that empowers new managers, supervisors, and team leaders to engage confidently with financial information and responsibilities. As part of a first-time manager training or supervisor leadership program, this course strengthens financial awareness, supports better decision-making, and enhances accountability for public resources. Organizations are invited to contact us to tailor the delivery format onsite, online, or blended and to align the duration with their leadership development priorities. A certificate of completion is available upon successful participation.

Contact Us

For registration inquiries, upcoming dates, or group pricing, please contact us:

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