



UW–Madison Interdisciplinary Professional Programs

Public Works Certificate

Offered in cooperation with the Wisconsin Chapter of the American Public Works Association (APWA)

The Public Works Supervisory Academy certificate is composed of nine one-day courses (54 class hours in total). By earning the certificate, you have the opportunity to learn about and practice basic supervision and leadership skills in local public works organizations.

The Public Works Management Institute certificate is composed of 90 class hours total, including the nine courses in PWSA plus an additional 36 class hours that focus on more advanced management oriented courses. The PWMI is an APWA approved Public Works Institute. To enroll or get additional details about the PWSA and PWMI certificates, go to interpro.wisc.edu/tic/public-works-certificates.

You may enroll in individual classes without enrolling in the Academy or Institute. Students may take Academy and Institute courses in any order, however, the capstone course cannot be taken until all other courses have been completed. No academic experience is required to participate in either program.

About TIC

The Transportation Information Center (TIC) provides training, technical materials, and assistance to local agencies in Wisconsin and is part of the National Local Technical Assistance Program. The TIC is operated by the University of Wisconsin–Madison and sponsored by the Wisconsin Department of Transportation and the Federal Highway Administration.

Public Works Supervisory Academy

Leadership Skills for Supervisors

September 13 | In-person

8:30 a.m.-3:30 p.m.

Madison

Instructor: Jeff Russell

Learn about theories of leadership and examine issues, challenges, opportunities, and strategies for transitioning into a supervisory leadership role.

Purchasing and Inventory Control

September 22 | In-person

8:30 a.m.-3:30 p.m.

Fond du Lac

Instructor: Mike Dean

Learn about government techniques, with a focus on construction-related contracting, including Wisconsin State Statutes related to public works purchasing.

Management Assessment for Personal Planning and Development

October 5 | Online

9:00 a.m.-3:45 p.m.

Instructor: Avrie Schott

(offered in partnership with the Division Continuing Studies; registration closes October 4)

Learn how your own style compares with other managers' and your agency goals. Discover strategies to build on your identified strengths and address limitations. Register a week before course to be able to complete a self-assessment before class.

Human Resources (HR) Basics for Non-HR Professionals

October 20 | In-person

8:30 a.m.-4:30 p.m.

Instructor: Karen Bender

(offered in partnership with UW-Madison Small Business Development Center, alternate course for PWSA)

Learn the laws most often violated (unknowingly) and provide information on how to prevent those violations and focus on common issues encountered when dealing with employees.

Local Government Fundamentals

November 17 | In-person

8:30 a.m.-3:30 p.m.

Madison

Instructors: Bryan Gadow and Ben Jordan

Examining how the powers and structures of Wisconsin towns, villages, cities, and counties, and their relationships to the state set the framework for local service finance and service delivery.

Public Works Management Institute

Advanced Communication Skills

September 15

8:30 a.m.-3:30 p.m. | In-person

Madison

November 30 and December 1 | Online

(8:30 a.m.-11:30 a.m. each day)

Instructor: Dave Hutton

Improve communication skills in one-on-one and public-facing situations, making formal presentations, and speaking with the media.

Fundamentals of Public Works Operations

October 4, 6, 18, 19 | Online

8:30 a.m.-11:30 a.m. each day

Instructor: Benjamin J. Jordan

Focus on managing the range of services in a public works department, including current operational issues. Each student will make a short presentation and lead a relevant Public Works operations topic that they identify during the course topic of their choice.

Fearless Performance Management

October 27 | In-person

8:30 a.m.-4:30 p.m.

Madison

Instructor: Jeffrey Russell

(offered in partnership with UW-Madison Small Business Development Center, alternate course for PWMI)

Gain tools you can use to set performance goals, document and manage performance, maintain ongoing communication, conduct performance reviews, and develop performance improvement plans.

Municipal Engineering Fundamentals for Non-Engineers

November 15-16 | In-person

8:00 a.m.-5:00 p.m. both days

Madison

Instructors: David Barber and Ben Jordan

Learn about basic engineering concepts and methods used by public works engineers to design, construct, operate, and maintain municipal infrastructure.

General Information

See individual course pages for schedules and more information.

APWA Reimbursement

Municipal employee members of APWA Wisconsin Chapter may be eligible for a partial tuition reimbursement. For more information visit wisconsin.apwa.net/PageDetails/7481.

Earn Continuing Education Credit

By participating in all fall 2022 courses, you will earn 6 Professional Development Hours (PDH) or 0.6 Continuing Education Units (CEU) per course.

Enroll now at

interpro.wisc.edu/tic/public-works-certificates
or call 800-462-0876

Cancellation

If you cannot attend, please notify us seven days in advance, and we will refund your fee. Cancellations received after this date and no-shows are subject to a \$20 administrative fee per course. You may enroll a substitute at any time before the course starts.

For More Information

Call TIC toll free at 800-442-4615 or visit our website at interpro.wisc.edu/tic/public-works-certificates.

If you have additional questions contact:

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Interdisciplinary
Professional Programs

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