



**THE UNITED REPUBLIC OF TANZANIA**  
**INSTITUTE OF ACCOUNTANCY ARUSHA**



**SHORT COURSE ANNOUNCEMENT**  
**ON**  
**MERGING PUBLIC SECTOR INSTITUTIONS: SUCCESSFUL CHANGE MANAGEMENT**  
(05<sup>th</sup> – 09<sup>th</sup> November 2018 - IAA Arusha Campus, Arusha)

**1.0 Course Background**

Governments all over the world are facing acute shortage of financial resources to provide social and economic services for the citizens. They are forced to borrow money from international organizations and developed countries to finance key infrastructure projects, agriculture, health and other social services. On the other side, government expenditure is growing faster than the revenue from various sources. There is therefore a need to restructure public service operations to curb wastage of money and reduce government expenditure. This requires merging some government institutions and taking some of them to their parent ministries.

Managing change in the integration of government agencies, authorities and other parastatal organizations is not easy and are always underestimated. It requires understanding of processes and competences needed for successfully implementing change at organizational and national level. This course provide hands-on experience on developing and analyzing key issues needed in changing public sector during and after merging institutions. Participants will learn key elements, tools and methods required during implementations of such changes in the government organizations.

**2.0 Course Contents**

During the Course the following areas will be covered;

- (a) Gain Public Sector Reforms
- (b) The Challenges of Change in Public Sector- Understanding the government costs of failing to change
- (c) Attitudes to Power and Change
- (d) Identifying the Change
- (e) The need for collaboration, cooperation and autonomy
- (f) Building Public Sector Readiness for Change
- (g) Leading Change in merging public institutions - Barriers to change
- (h) Role of management and top government officials
- (i) Merging public institutions and strategic planning - Creating Implementation plan
- (j) Implementation of the change
- (k) Team building and team work - Short-term wins and Monitoring and evaluation;
- (l) dealing with change as a project;
- (m) Institutionalization of the new changes into the organizational culture.
- (n) Learning from change

### 3.0 Course Rationale

At the end of the course, participants will be able to:

- (a) Establish the need for change in public sector
- (b) Acquire techniques to engage the public servants, citizens and other stakeholders in implementing merging in government institutions
- (c) Develop techniques for evaluating changes, identify areas for improvement and re-design merged public institutions
- (d) Align merged institutions with government plans and budgets
- (e) Develop implementation plans using processes, tools and techniques for change
- (f) Communicate effectively with government employees at all levels to prepare them for sustainable change and ensure positive engagement in the change process
- (g) Manage resistance to change through dealing with emotions and fears of the unknown

### 4.0 Target Group

This course is meant for senior and middle level officers who are responsible for implementing changes in merged government institutions. This includes senior officers from public sector institutions, coordinators of reorganization and mergers, implementers of organizational change, public sector managers, directors, finance officers, auditors and other government officers or public institutions officers.

### 5.0 Fees & Mode of Payment:

The fee for the course is 900 USD (Nine hundred US dollars only) or its equivalent per participant to cover for tuition fee, training materials, tea/coffee and lunch. **A 10% discount will be offered to a sponsor sponsoring 5 participants or more.** Participants will have to arrange for their own travel, accommodation and upkeep while attending the course in Arusha. Payment may be in cash, cheques or TISS paid directly to our **Bank Account No. 014103007130 in the name of Institute of Accountancy Arusha, NBC, Arusha Branch. Early registration is highly encouraged and appreciated.**

### 6.0 Date, Duration and Venue:

This course will be conducted from **05<sup>th</sup> – 09<sup>th</sup> November, 2018 (5 days)** at the Institute of Accountancy Arusha, located at Njiro Hill-Arusha.

### 7.0 Contact Persons

For more details please don't hesitate to contact any of the following:

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### APPLY TO:

The Rector

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