# Executive Professional Development
## Certificate in Policy Development & Implementation

## HIGHLIGHTS

You will:

· Learn effective policy development and decision-making.

· Define, design and implement effective policies.

· Develop an effective change management and implementation strategy.

| **Format** | Online | **Fee** | $3,400 |
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## CERTIFICATE OVERVIEW

Policy is the link between organizational intent and behaviour, and is reflected in what organizations do, and don't do. When clearly articulated, communicated, implemented and managed, policies provide focus and consistency, clarifying intent, and enables organizations to manage expectations. More and more organizations are opting to use documented policy statements and manuals as the primary means of providing that focus and consistency. However, many organizations struggle with what policy is, with when and how it is most effectively developed and applied and with how to articulate it in ways that are relevant, appropriately comprehensive, and understandable. Too often they misstep and the results are policies that have no impact or unintended impacts - policies that aren't equitable, implementable or enforceable.

This certificate takes you from assessing the need for a policy to evaluating results from the policy. Participants will be introduced to strategies by experienced policy practitioners to enable them to lead, manage, support, and influence the policy process to ensure both equity and effectiveness.

## ONLINE COURSES:

**REQUIRED SEMINARS:**
Participants are encouraged to complete the seminars in the order listed below and *must complete all four seminars within a two-year period.*

### Developing Policy that Performs

September 24 - 26, 2025 *(12 - 5 pm)*
October 22 - 24, 2025 *(12 - 5 pm)*
December 10 - 12, 2025 *(12 - 5 pm)*
January 21 - 23, 2026 *(12 - 5 pm)*
March 4 - 6, 2026 *(12 - 5 pm)*

Introduction and overview to effective policy and decision making.

Facilitator: Rose Landry

### Implementing Policy and Managing Change

November 5 - 7, 2025 *(12 - 5 pm)*
February 11 - 13, 2026 *(12 - 5 pm)*
April 8 - 10, 2026 *(12 - 5 pm)*
May 6 - 8, 2026 *(12 - 5 pm)*

Implementation strategies and how best to communicate.

Facilitators: R. Landry, d Moulton, BA

### Writing Effective Policies and Procedures

November 17 - 19, 2025 *(1 - 5 pm)*
February 23 - 25, 2026 *(1 - 5 pm)*
March 23 - 25, 2026 *(1 - 5 pm)*
May 11 - 13, 2026 *(1 - 5 pm)*

The language of policy and writing for clarity.

Facilitator: Eileen Pease, BA, MEd

### Policy Evaluation

November 27 - 28, 2025 *(12 - 5 pm)*
April 23 - 24, 2026 *(12 - 5 pm)*
May 28 - 29, 2026 *(12 - 5 pm)*

How is the policy working? Do people understand it? Are there compliance concerns?

Facilitator: Rose Landry

*Online Courses Fall 2025 - Spring 2026 (Atlantic time).*

Sobey School of Business
Saint Mary's University