



CO-OP CONSULTANCY &
BANCASSURANCE INTERMEDIARY
A subsidiary of the Co-operative Bank

2023 COOPERATIVES TRAINING CALENDAR

BOARD OF DIRECTORS OPEN WORKSHOPS

| DATES | COURSE TITLE | TARGET GROUP | FEES- KShs. (NON-RESIDENT) | FEES - KShs. (FULL BOARD) | VENUE |
|-----------------|---|--|----------------------------|---------------------------|------------------------|
| July 4th - 6th | Credit Committee Board Workshop | Credit Board Committee Members | 55,000.00 | 98,000.00 | Mombasa |
| Aug 22nd - 24th | Business Development and Marketing Board Workshop | Business Development, Education and Marketing Board Committees | 55,000.00 | 98,000.00 | Mombasa |
| Aug 22nd - 24th | National Cooperatives Supervisory Board Workshop | Supervisory Committee Members | - | 110,000.00 | Shaba National Reserve |
| Nov 14th - 16th | National Cooperatives Board of Directors Workshop | Cooperatives Board of Directors | 65,000.00 | 110,000.00 | Mombasa |

BOARD REGIONAL WORKSHOPS

| DATES | COURSE TITLE | TARGET GROUP | FEES - KShs. (NON- RESIDENT) | FEES - KShs. (FULL BOARD) | VENUE |
|-------------------|--|---|------------------------------|---------------------------|---------|
| April 20th - 21st | Retirement Planning Workshop | Board of Directors and Staff | 45,000.00 | - | Nairobi |
| May 25th - 26th | Business Growth and Compliance Workshop | Board of Directors and Senior Management | 30,000.00 | - | Nairobi |
| June 15th - 16th | Digital Lending Policy Framework Workshop | Board of Directors and Supervisory Committee | 30,000.00 | - | Nairobi |
| June 29th - 30th | Growing Sacco Small & Micro Enterprise (SME) Business Portfolio Workshop | Board of Directors and Business Development, Marketing, Credit Managers | 30,000.00 | | Nairobi |

STAFF OPEN COURSES AND WORKSHOPS

| DATES | COURSE TITLE | TARGET GROUP | FEES - KShs. (NON- RESIDENT) | FEES - KShs. (FULL BOARD) | VENUE |
|-------------------|---|---|------------------------------|---------------------------|------------|
| Feb 2nd - 3rd | CEOs' Round Table | Chief Executive Officers | 40,000.00 | - | Nairobi |
| Feb 7th - 9th | Tellers Induction and Productivity Course | New Tellers and Cashiers | 45,000.00 | 75,000.00 | Naivasha |
| Feb 21st - 23rd | Credit Module 1: Credit Origination and Appraisal Course | Credit and Loan Officers | 45,000.00 | 75,000.00 | Naivasha |
| March 7th - 9th | Customer Experience Management Course | Customer Service and Member Care Officers | 45,000.00 | 75,000.00 | Nakuru |
| March 21st - 23rd | Sales and Business Development Skills Course | Sales Officers, Marketing Officers, Business Development Officers, Tellers | 45,000.00 | 75,000.00 | Naivasha |
| April 19th - 21st | Accounts Assistants Proficiency Course | Accounts Assistants, Back Office/Front Office Accountants and Chief Tellers | 45,000.00 | 75,000.00 | Nakuru |
| May 9th - 11th | National Cooperatives CEO's Workshop | Chief Executive Officers, Deputy Chief Executive Officers | 65,000.00 | 110,000.00 | Mombasa |
| May 23rd - 25th | Internal Auditors Workshop | Internal Auditors, Audit Assistants | 55,000.00 | 98,000.00 | Mombasa |
| May 23rd - 25th | Marketing Executives Workshop | Marketing Managers, Business Development Managers, Branch Managers | 55,000.00 | 98,000.00 | Mombasa |
| June 13th - 15th | Credit Module 2: Securitization and Collaterals Management Course | Credit and Loan Officers | 45,000.00 | 75,000.00 | Naivasha |
| June 20th - 22nd | Finance Managers & Accountants Workshop | Finance Managers and Accountants | - | 110,000.00 | Tsavo West |
| July 11th - 13th | FOSA, Branch & Operations Managers Workshop | FOSA Managers, Branch Managers & Operations Managers | 55,000.00 | 98,000.00 | Mombasa |
| July 18th - 20th | Credit Managers Portfolio Growth and Sustainability Workshop | Credit/Loan/Micro Credit Managers, Heads of Recoveries & Branch Managers | 55,000.00 | 98,000.00 | Mombasa |
| Aug 8th - 10th | ICT Managers Masterclass | ICT Managers, Heads of IT Departments/Units | 55,000.00 | 98,000.00 | Mombasa |
| Aug 8th - 10th | Executive Assistants Course | Executive Assistants, Secretaries, Office Administrators | 55,000.00 | 98,000.00 | Mombasa |
| Aug 22nd - 24th | Tellers Risk Management & Compliance Course | Tellers and Cashiers | 45,000.00 | 75,000.00 | Nakuru |
| Sep 5th - 7th | Team Leaders Performance & Productivity Workshop | HR Managers, Heads of Departments & Senior Managers | 55,000.00 | 98,000.00 | Mombasa |
| Sep 19th - 21st | Credit Module 3: Delinquency Management & Debt Collection Course | Credit Officers & Debt Collection Officers | 50,000.00 | 90,000.00 | Mombasa |
| Oct 3rd - 5th | Micro Credit & Group Lending Course | Micro Credit Officers, Credit/Loan Officers | 45,000.00 | 75,000.00 | Naivasha |
| Oct 24th - 26th | Personal Efficiency for Support Staff Course | Support Staff: Office Assistants, Drivers, Security Personnel Messengers | 45,000.00 | 75,000.00 | Nakuru |



CO-OP CONSULTANCY &
BANCASSURANCE INTERMEDIARY
A subsidiary of the Co-operative Bank

| STAFF REGIONAL COURSES | | | | |
|------------------------|--|---|------------------------------|---------|
| DATES | COURSE TITLE | TARGET GROUP | FEES - KShs. (NON- RESIDENT) | VENUE |
| April 11th - 12th | Digital Lending & Emerging Technologies in Lending Workshop | Credit, Marketing and ICT Staff | 30,000.00 | Nairobi |
| April 20th - 21st | Retirement Planning Workshop | Board of Directors and Staff | 45,000.00 | Nairobi |
| June 29th - 30th | Growing Sacco Small & Micro Enterprise (SME) Business Portfolio Workshop | Board of Directors and Business Development, Marketing, Credit Managers | 30,000.00 | Nairobi |
| July 20th - 21st | CEOs' Team Building | CEOs' | 40,000.00 | Nairobi |
| Aug 18th | HODs' Team Building | HODs' | 25,000.00 | Nairobi |
| Sept 28th - 29th | Collateral Backed Lending Course | All Credit and Lending Staff | 30,000.00 | Nairobi |

| IN-HOUSE AND OTHER TRAININGS | |
|---|---|
| COURSE TITLE | COURSE TITLE |
| Governance and Leadership for Board Members | Customer Experience and Relationship Management |
| New Board Members Induction | Sales and Marketing Skills Course |
| Performance Management | Change Management |
| Credit Management | Driving Team Performance for Team Leaders |
| Risk Management and Internal Controls | Emotional Intelligence for Team Leaders |
| FOSA Operations and Risk Management | Stress Management |
| Anti-Money Laundering and Countering Financing of Terrorism | Personal Financial Management and Retirement Planning |
| Cyber Security | Team Building |
| Data Governance and Protection | Clarity 4D Personal and Team Development Program |
| Saccolink Reconciliation | Members' Education and Trainings |
| Advanced Excel | |

We offer customized in-house trainings on the above areas and other areas based on the Co-operative's needs.

VIRTUAL TRAININGS

**We conduct webinars and offer an intuitive learning experience through our e-learning platform, Percipio, where you can learn on the go.
Contact us for partnership in digital learning.**



***Leadership and learning
are indispensable to
each other.***

John F. Kennedy

**20
23**

Co-op Consultancy & Bancassurance Intermediary Limited, CIC Plaza II, 1st Floor, Mara Road – Upper Hill

P. O. Box 48231-00100, Nairobi, Kenya | TEL: +254 020 3276 772 / 679 / 570

E-mail: co-opconsultancy@co-opbank.co.ke | Co-op Bank Kenya (Official) [f](#) [@coopbankkenya](#) [t](#)