

# Contract Management for Public/Private Sector Program– Expert (CMPSP 301)

**Delivery Format:** Online, Instructor-led: 4 Weeks (Approx. 36 Hours)

**Course Structure:** Four weekly self-directed modules + instructor-led discussion forums + written assignments

**Price:** ~~\$35,000~~ \$28,000 Up to 20 participants (For Pilot phase only)

With this final course in the Contract Management Program, you are well on your way to receiving your CMP certificate and to become a recognized as a procurement expert.

Building on the skills and knowledge gained in levels 1 and 2, this 4-week interactive peer-to-peer course incorporates discussions on current case examples and topics to expand understanding and solidify key points. Along with the self-directed modules, you will have an opportunity to take your practical knowledge and participate in threaded discussions in the instructor-led forum along with your cross-Canada cohort. You will also be expected to complete two written assignments.

Over the four weeks of the course, participants are expected to complete their assignments while carrying out their regular workload. In this way, you will learn how to budget time and to put into practice examples and illustrations you have learned during the program.

## Who Should Take this Program

This program will benefit any individual whose job involves supporting Canadian clients with procurement and contracting projects including procurement and contract professionals, paralegals, lawyers, engineers, and architects.

## Topics

- Readings, (asynchronous) discussions and assignments that reinforce key points learned through levels 1 and 2 and expand understanding of the role of contract management
- Procurement strategies, RFx development, Negotiation and Drafting
- Peer-to-peer interaction, networking and sharing best practices

## Learning Objectives

- Analyze common procurement scenarios and recommend an appropriate course of action
- Review and critique a scope of work document for goods, services, equipment and software
- Finalize a request for proposals document
- Prepare a contract for signature
- Review and propose responses to a supplier's request for changes to terms and conditions

## Expected Outcomes

Upon completion of this course, participants will have the necessary knowledge and skills to perform effectively during all phases of the procurement and contract management cycle. They will have reviewed and reflected on the key components of each step of the cycle and practiced the skills learned in levels 1 and 2 through interactive discussions and written assignments.

Upon successful completion, participants will receive their Contract Management Program certificate.

## Pre-requisites

CMPSP 101, 201, 202 and 203



## Contract Management for Public/Private Sector Program

The CMPSP, a 100-hour program, is Canada's first comprehensive contract management program providing learners with the tools, confidence and competencies needed to excel in their role.

### Digital Credentials

We provide digital credentials for learners for each of our CMPSP courses, transforming knowledge, skills, and achievements into verifiable evidence of success that empower individuals to connect with learning and career opportunities.

### Join

[Procurement School Community](#) – a place for procurement professionals to gather, engage, and learn.

### Contact Us

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### Procurement School

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