

Preparing for a Parliamentary Committee

Course outline

Provided by: Performance Management Consultants – PMC Training



Reference no. 234-26

Duration 1.00 day(s) | 6:00 hours ¹

Website link <https://pmctraining.com/training/preparing-for-a-parliamentary-committee/>

How to Appear Before Government Committees with Confidence

Committees are an important procedural tool of Parliament at both the Senate and the House of Commons. A committee is a working group that is established to review bills and existing legislation, and to study and evaluate government programs and policies. As part of these studies individuals may be invited or they can request to appear before them, or present a written brief. This workshop will provide you with the tools to effectively present at a parliamentary committee.

Learning outcomes

At the end of this workshop, you will be able to:

- Understand Parliament and the Committee process
- Know where to find information on Committees, topics and submissions
- Understand how best to have an effective and efficient appearance
- Be prepared for possible followup information or appearance requests

Workshop topics

- How does Parliament work?
- Researching the Committee and member viewpoints and issues
- How to research the history of the relevant study
- What do you want to accomplish with this appearance?
- Preparing an opening statement and consideration of a presentation or material for the Committee
- How to plan for Members' questions
- What to do when you leave?
- Mock appearance: opening statement, Member questions and debate

¹ The course hours reflect teaching time that often correlate with continuing education credits (CEC) or professional development units (PDU). Please check with your profession's governing body, as there is no universal approach.

Prerequisites

There are no prerequisites for this course.

Who should attend this course?

This workshop will assist stakeholders, Indigenous governments and organizations, and public servants in preparing for appearances at House or Senate Committee meetings for review of government legislation and policy.