COURSE SYLLABUS

Audit Leadership Certificate Program (Self-Paced)

Broaden audit leadership ability through a rigorous sequence of leadership, supervision, and supervisory audit strategy courses tailored to high-performance governmental audit teams.

> Group classes (Live Online) and onsite training are available for this course. For more information, email onsite@graduateschool.edu or visit: https://www.graduateschool.edu/certificates/audit-leadership-certificate-program-self-paced



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Course Outline

This package includes these courses

- Managing the Audit Engagement Course (Self-Paced) (18 Hours)
- Skills for Leading and Managing Audit Projects Course (Self-Paced) (18 Hours)
- Effective Audit Supervision (Self-Paced) (24 Hours)
- Leadership, Motivation, and Accountability for High Performance Audit Organizations Course (Self-Paced) (12 Hours)
- Emotionally Intelligent Auditor: The Power of Influence and Situational Awareness Course (Self-Paced) (12 Hours)

Attend the AI Applications and Challenges for Auditors Course for free as part of this certificate. Access it after you register for the program.

AI Applications and Challenges for Auditors Course (Self-Paced)

Managing the Audit Engagement Course (Self-Paced)

This course teaches how to oversee audit assignments by assigning roles, scheduling tasks, managing resources, and ensuring stakeholder communication. Case-based learning supports planning efficiency and audit quality.

- Describe what each phase of the audit process contributes to finding development.
- Describe the decisions that need to be made at each phase and the role that conferences play in making those decisions. Illustrate how well-stated objectives form the basis for field work, reporting and for monitoring the ongoing conduct of the audit.
- Define the purpose and product of a conference at the survey, planning, fieldwork verification and reporting phases; and describe which team members should attend, and their roles.
- Demonstrate a working knowledge of how to conduct a conference by participating in a case study simulation using a team-prepared agenda.

Skills for Leading and Managing Audit Projects Course (Self-Paced)

Learn to lead and manage audit projects from proposal to reporting while motivating and coaching your team for success. This

course covers communication strategies, time management, and techniques to ensure productive and efficient audit engagements.

- Transitioning to a leadership role and developing critical management skills.
- Planning, directing, and managing audit assignments from start to finish.
- Motivating and coaching team members to achieve project goals.
- Communicating effectively with auditees, officials, and the media.
- Prioritizing tasks and managing time for maximum productivity.
- Applying leadership concepts to plan, manage, and communicate audit projects.

Effective Audit Supervision (Self-Paced)

Learn to balance technical and human relations roles as an audit supervisor while improving team performance and motivation. This course provides practical tools to manage audits effectively and develop your leadership style.

- Understand the dual roles of technical and human relations leadership in audits.
- Recognize and improve your managerial and interpersonal styles.
- Set performance expectations and match tasks to staff capabilities.
- Provide coaching, feedback, and on-the-job training.
- Manage conflict, lead meetings, and foster team motivation.
- Apply leadership principles to develop and guide audit teams.

Leadership, Motivation, and Accountability for High Performance Audit Organizations Course (Self-Paced)

Learn how to transition from being a skilled auditor to an effective leader by mastering motivation, accountability, and communication techniques. This course equips participants with tools to build trust, empower teams, and create a culture of high performance.

- Define and develop characteristics of leadership and leadership behavior
- Avoid the behaviors and actions that cause leaders to fail in leadership roles
- Set and articulate clear expectations through mission, vision, objectives, and policies
- Define management functions and how they differ from leadership
- Apply the right leadership style to fit the situation by learning to adjust
- Measure performance for individual and organizational results and accountability
- Delegate work and empower staff for growth and performance
- Use the appropriate style and methods of motivating staff
- Create a culture of innovation, trust, and teamwork
- Develop communication styles that encourage engagement and accountability

Emotionally Intelligent Auditor: The Power of Influence and Situational Awareness Course (Self-Paced)

This executive-level seminar teaches strategies to manage emotions, navigate difficult interactions, and build trust during audit engagements. Learn to influence stakeholders, resolve conflicts, and lead audit teams with emotional clarity.

- Examine and work toward achieving these key characteristics of emotional intelligence for personal effectiveness in auditing and leading

change - Self-awareness, Self-control, Attitude and Motivation, Empathy, and Social competence.

- Maintain control, power, and influence by managing challenging personalities and situations.
- Build strong working and personal relationships through mutual trust and confidence to overcome the natural resistance to change and maximize the personal leadership for buy-in and action.
- Apply critical thinking skills across the elements of emotional intelligence to achieve greater influence and situational awareness.