COURSE SYLLABUS

Adapting to an AI-Driven Workforce Course (Self-Paced)

Build practical confidence for AI-driven workplace change by learning how AI is reshaping government work, applying change-management frameworks, strengthening durable human skills, and creating a personal action plan to adapt and grow in an AI-augmented public sector role.

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/courses/navigating-change-in-the-age-of-ai-course-self-paced



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Course Outline

Module 1: Welcome & The AI Landscape

- Establish a practical foundation for understanding how AI is reshaping government work and public sector operations.
- Define AI in plain language, including what it is, what it is not, and where its current limitations matter.
- Examine real examples of AI adoption across federal agencies and connect them to everyday workplace change.
- Explore the broader federal AI policy environment and recognize how it influences implementation across agencies.
- Assess personal readiness for AI-driven change by reflecting on current exposure, comfort level, concerns, and aspirations.
- Identify common misconceptions about AI and replace them with a more grounded view of automation, augmentation, and human oversight.
- Reflect on how AI is already affecting work and daily life in order to build awareness and readiness for the rest of the course.

Module 2: The Human Side of Change

- Examine why workplace change can be difficult and why AI-related change often feels especially fast, uncertain, and personal.
- Recognize common emotional responses to transition and use change-management concepts to better understand them.
- Apply structured frameworks for navigating uncertainty, including approaches that help participants move from reaction to action.
- Analyze government-focused case studies to identify how leaders can support employees during technology-driven transitions.
- Distinguish between what is changing and what remains stable in an evolving AI-enabled work environment.
- Assess transferable strengths and identify practical next steps for adapting to changes in role, workflow, and expectations.
- Create an initial personal strategy for responding to AI-driven change with clarity, resilience, and forward momentum.

Module 3: Building Your AI-Ready Toolkit

- Identify the durable human skills that remain essential in an AI-augmented workplace, including judgment, communication, and ethical reasoning.
- Examine how roles are shifting from routine task execution toward directing, reviewing, and decision-making responsibilities.

- Assess current strengths against emerging AI-related competency needs and pinpoint areas for upskilling or reskilling.
- Practice communicating workplace change in ways that build clarity, trust, and confidence across teams.
- Reframe AI disruption as an opportunity to strengthen higher-value contributions and professional growth.
- Explore learning resources and development pathways that support continued growth in AI-enabled public sector roles.
- Map current job tasks to potential AI augmentation opportunities while clarifying what human ownership still matters most.

Module 4: Your Path Forward

- Turn course insights into a personalized action plan for adapting to AI-driven workplace transformation.
- Commit to a concrete mindset shift that supports confidence, flexibility, and continuous learning.
- Identify one priority skill to strengthen in the near term and connect it to future workplace needs.
- Plan a practical conversation with a supervisor or team member to support alignment and momentum.
- Select resources and next steps that can be used immediately to continue development after the course.
- Build accountability by sharing commitments with peers and creating a structure for follow-through.
- Consolidate key frameworks and takeaways into a clear roadmap for ongoing growth in an AI-augmented environment.