COURSE SYLLABUS

Audit Leadership Certificate Program

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://sdfm.graduateschool.edu/certificates/certificate-of-accomplishment-in-audit-leadership



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Course Outline

This package includes these courses

- Managing the Audit Engagement Course (24 Hours)
- Skills for Leading and Managing Audit Projects Course (24 Hours)
- Effective Audit Supervision Course (24 Hours)
- Leadership, Motivation, and Accountability for High Performance Audit Organizations Course (16 Hours)
- Emotionally Intelligent Auditor: The Power of Influence and Situational Awareness Course (16 Hours)

Managing the Audit Engagement Course

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

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 Course

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

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.

- Understand the traits and behaviors of successful leaders.
- Differentiate between management and leadership roles.
- Set clear expectations through mission, vision, and objectives.
- Apply leadership styles tailored to different situations.
- Foster innovation, trust, and teamwork within your organization.
- Motivate and empower staff through coaching and feedback.
- Build effective communication strategies for accountability and performance.

Emotionally Intelligent Auditor: The Power of Influence and Situational Awareness Course

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.