

# Managing Contracting Organizations

**Course Number:** 1403

**Length:** 5 Days

**Primary Delivery Method:** Instructor-led live classroom

**Alternative Delivery Methods:**

## Course Description

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Explore how managers of contracting organizations, or supervising contracting officers, need to address the distinct responsibilities of their roles while effectively overseeing contract management. Through self-assessments, case studies, individual and group activities, and action planning, you will identify ways to improve your personal management effectiveness and leave class with an action plan to optimize your acquisition outcomes.

## Intended Audience

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This course is designed for managers of contracting organizations at the GS-1102-Series, grades 11 through 15 that are or are about to be assigned management responsibilities over contracting organization or supervisory contracting officer, or team leads.

## Course Learning Objectives

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- Outline the key skills and responsibilities expected of the contracting manager
- Explain effective strategies for leveraging leadership and management skills and techniques in the management of contracting organizations
- Determine the key aspects of performance management that support the development and retention of acquisition workforce talent
- Select appropriate leadership and interpersonal techniques to manage the development and retention of acquisition workforce talent
- Assess effective leadership and interpersonal techniques to manage cross-functional contracting teams
- Apply technical contracting knowledge and leadership skills to optimize acquisition outcomes
- Develop a management plan that directly addresses professional and organizational needs

## Course Additional Features

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- Producer Support
- Technical Support Team
- Dedicated In-House Accessibility/Section 508 Compliance
- Student Resource Guides

All details about the Additional Features are available on this page. [Click here to Explore](#)

## Course Schedule

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# Managing Contracting Organizations

## DAY ONE

|           |   |
|-----------|---|
|           | Welcome and Introductions                           |
| MORNING   | Module 1: Managing in a Contracting Organization    |
|           | Module 2: Leverage Leadership and Management Skills |
| LUNCH     |   |
| AFTERNOON | Module 2, continued                                 |

## DAY TWO

|           |   |
|-----------|---|
| MORNING   | Module 2, continued                                       |
|           | Module 3: Develop and Retain Contracting Workforce Talent |
| LUNCH     |   |
| AFTERNOON | Module 3, continued                                       |

## DAY THREE

|           |  |
|-----------|--|
| MORNING   | Module 3, continued                                  |
| LUNCH     |  |
| AFTERNOON | Module 4: Support Cross-Functional Contracting Teams |

## DAY FOUR

|           |                     |
|-----------|---------------------|
| MORNING   | Module 4, continued |
| LUNCH     |                     |
| AFTERNOON | Module 4, continued |

# Managing Contracting Organizations

## DAY FIVE

|           |   |
|-----------|---|
| MORNING   | Module 5: Optimize Acquisition Outcomes |
| LUNCH     |   |
| AFTERNOON | Module 6: Capstone: Management Plan     |
|           | Conclusion                              |

## Learning Methods

Individual and group activities; self-assessments; case studies; role plays; and action planning

## Credits

### National Association of State Boards of Accountancy (NASBA)

- Field of Study: Finance
- Level: Basic
- CPEs: 40

### Professional Development Units (PDUs)

- Credits: 35

### Continuous Learning Points (CLPs)

- Credits: 40

## Management Concepts Certificate Program Relationship

This is a core course in the following program(s):

- [Leadership for Contracting Professionals](#)

## Prerequisites

There are no prerequisites for this course.

## Pework

There is no prework required for this course.

# Managing Contracting Organizations

## Requirements for Successful Completion

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Full (100%) attendance is expected and required. Successful completion of the course depends on full class attendance and active participation in individual and group exercises.

## Follow-On Resources

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- [Engaging Leadership](#)
- [Critical Thinking for Problem Solving](#)
- [Decision Making](#)
- [Resolving Conflict](#)
- [Project Management Principles](#)
- [Analytics Boot Camp](#)
- [Internal Control: Meeting Federal Requirements for Accountability](#)

# Managing Contracting Organizations

## Ready to Enroll?



See the most recent course information and scheduled classes at this link:  
<https://www.managementconcepts.com/course/id/1403>



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