

Prospectus for the Certificate Program in

CAREER DEVELOPMENT FOR

REGULATORY PROFESSIONALS



Carleton
University



DEVELOPING REGULATORY EXCELLENCE

The **Career Development for Regulatory Professionals (CDRP)** is a professional development program for those in government, industry, and civil society organizations where expertise is required in any facet of regulation. The Program provides participants with thorough knowledge and skills to excel in performing regulatory functions in any field of specialization.

Regulation touches many aspects of our daily lives, such as food integrity, air and water quality, transportation safety and financial security. Regulatory professionals – or those who design, implement, or assess results from regulatory regimes – typically have extensive backgrounds in a variety of scientific, technical, and economic fields. However, the design and delivery of effective regulatory programs requires more than an articulation of desired behaviors and consequences in legal terms. It also requires:

- Knowledge of the constitutional and economic contexts which make up Canada's democratic, business, and political landscapes
- Skills to meaningfully engage a diverse range of stakeholders and partners, both domestically and internationally
- Capacity to innovate in instrument design, program delivery, and to assess program impact.

Through each stage of the regulatory lifecycle, regulatory excellence requires competence in analyzing, utilizing, and communicating evidence to support decision-making and manage risks for the health and well-being of Canadians.

In today's increasingly competitive and interconnected economy and society, regulatory professionals require expertise in both theory and practice to develop and implement regulatory programs which are efficient, responsive, and adaptive. However, ongoing research and dialogue with leaders and practitioners reveal that there are gaps in regulators' capacity to regulate effectively.

"The CDRP is a very valuable professional development and learning experience. The inspiring speakers, combined with the course materials, made me think beyond my own ideas. Through this Program I have gained knowledge and skills I can apply to deliver results as a regulatory professional."

Health Canada employee

A FLEXIBLE LEARNING APPROACH

The **Career Development for Regulatory Professionals** program offers professional development for early-career regulatory practitioners from both the public and private sectors. This program is designed to provide participants with a strong background in regulatory principles and best practices, as well as the opportunity for both regulators and those being regulated to learn from each other. Emphasis is placed on processes for effective results and innovative approaches to regulatory delivery, where rapidly changing circumstances demand foresight, systems thinking and new approaches to stakeholder engagement.

A key feature of this Program is its emphasis on teaching participants how to effectively communicate to a wide variety of audiences, and in particular how to lift technical discussions into something relevant for policy decision-making. It also empowers participants to demonstrate leadership in their assigned regulatory role.

By exploring best practices and innovative approaches in regulation design, implementation and evaluation, the Program has a proven track record of positioning participants to excel in their regulatory role while effectively navigating the rapidly evolving and complex nature of regulatory issues.



BENEFITS OF PARTICIPATING

The primary goal of the Program is to equip graduates with a strong capacity to deliver results within the regulatory profession, no matter their role or subject area. Program participants enjoy a collaborative learning approach, gaining knowledge of regulatory processes and systems from experienced professionals and academics.

The Program provides first-hand exposure to expert practitioners, public policy and business leaders who impart strategies and practical tools by sharing their experiences and perspectives on how to achieve regulatory success and overcome challenges. This is complemented with an emphasis on peer-to-peer learning among Program participants, with ample opportunity to explore the application of their knowledge and skills in expertly designed teaching and learning exercises.

Altogether, this helps ensure that the Program is relevant to participants' professional context and is responsive to their personal learning needs. The Program also fosters connections across a range of organizations in both government and non-government sectors, creating enduring career networks.

The Program enables participants to enhance their abilities to perform specific functions within a broader system and positions them to show leadership as a regulatory professional. Using the pillars of the regulatory life cycle – issue identification, design, implementation, and review – as the foundation for instruction, participants learn about regulatory governance systems and players in Canada, the contribution of regulations to society, and the key factors influencing results of regulatory programs. Overarching themes of evidence-based decision-making, risk assessment and management, partnerships and engagement, and regulatory innovation are integrated throughout the Program.

“The Program structure hit all the marks for a career development program. It provided a solid understanding of the whole regulatory cycle and is really well structured to give a good balance of theoretical exposure to concepts of regulatory development while keeping in mind your skillset.”

**Canada Energy Regulator
employee**

This Program offers an in-depth and thorough education in regulation for early-career regulatory practitioners as well as those who are looking to refresh their thinking about regulatory excellence. Ideal candidates have demonstrated expertise in their subject area and are committed to further professional development and personal leadership through continuous learning. The experience of Program graduates shows that success in the program depends on:

- Completing the assigned readings prior to in-class sessions
- Participating actively in class discussions
- Actively engaging in intersessional dialogue and exchanges
- Assuming responsibility for group work and presentations

The Career Development for Regulatory Professionals Program culminates in a certificate conferred by Carleton University.

“As a non-government person, I gained a more in-depth knowledge of each step in the regulatory development cycle that enabled me to think tactically about how I, as a stakeholder, could better engage within the process to achieve the joint policy objectives. Every single module gave me a new perspective and a new idea about how to approach one of the issues we were working on. I would highly recommend this course to any stakeholder who wants to be more collaborative and to be seen as an indispensable asset to the regulatory development process.”

Industry Association employee



BENEFITS OF PARTICIPATING

The **Career Development for Regulatory Professionals** consists of five modules of two and a half days each, offered over a period of 8 months from September to May. The first four modules are centered on key milestones within the regulatory life cycle, while the final capstone module allows participants to apply what they have learned.



From left to right: Guests Dr. Robert Slater, former RGI Director, and Jean-Guy Forgeron, Senior Government of Canada official, with CDRP Associate Director, Michael Presley.



MODULE 1

The first module provides a detailed overview of regulation and its governance in Canada, to ensure a common understanding of regulatory fundamentals among participants. It will also introduce the concept of Problem Definition and the appropriate analysis and communication of evidence to support it.

MODULE 2

The second module discusses the role of the regulator and the impacts of regulation on society. It also introduces the variety of policy tools which comprise regulation and explores design concepts of regulatory instruments.

MODULE 3

The third module focuses on the implementation of regulatory programs. It illustrates the relationship between policy intent and program administration, describes effective strategies for promoting and assessing compliance, and revisits the need for reliable evidence to support compliance and enforcement activities.

MODULE 4

The fourth module introduces the concept of performance measurement and describes the fundamentals of its application to regulatory instruments and programs. It also highlights the importance of design for assessment, the value of systematic review and appropriate adjustment to achieve results, and the importance of communicating results to various stakeholders in the process.

MODULE 5

The fifth and final module allows participants to apply what they have learned. Working in groups formed early on in the program, this capstone module has participants present their assigned subjects.



HOW TO APPLY

PROSPECTIVE PARTICIPANTS SHOULD NORMALLY MEET THE FOLLOWING CRITERIA:

- ✓ Have 2-8 years of experience working in a regulatory role in public sector, private industry or other relevant organization (e.g. not-for-profit engaged in advocacy)
- ✓ Demonstrate interest in a deeper knowledge of regulatory systems and approaches to improving technical and strategic capacity
- ✓ Be committed to attending all sessions, completing required preparatory and in-class work, and participate actively

CONSIDERATIONS:

The program fee (plus HST) includes instruction, learning materials, and educational supports; there are no additional University incidental fees.

Participants or their home organizations are responsible for any travel-related costs to attend the program in person, but meals are provided by CDRP during program sessions.

APPLICATIONS SHOULD INCLUDE:

- ✓ A current CV for the applicant
- ✓ A letter of recommendation/endorsement from the applicant's Director/Manager. This should include an indication of the anticipated developmental objectives for the applicant's participation in the program

Applications should be submitted by email to rgi-careerdev@carleton.ca. Please quote **CDRP 2022 - <lastname>** in the subject line.

For questions about the Program, and for the latest dates, fees, and payment options, please consult:

www.carleton.ca/rgi/education



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