



FM159:

Consultancy Skills for Auditors:

Discovering the Consulting Skills to be a Professional Auditor

Training Description:

This training course is designed to assist the auditors in discovering consulting skills that enhance internal audit's value. The participants will also be able to undertake consultancy work further by adding Internal Audit's knowledge based on risk management, controls, governance processes and activities which contributes to the overall internal audit opinion.

This intensive training course brings together the assurance & consulting skills designed to help you master key consulting skills and tailor consulting outcomes to improve your audit environment and an organization's operations. These skills will be developed through group exercises, case studies and other activities relevant to your organization.

The training course will highlight:

- ✓ Issues facing auditors and organizations as they seek to support management in their work
- ✓ Required skills to manage the balance between being an internal auditor and a consultant
- ✓ The best practices guidance in the consultancy role of internal audit
- ✓ Knowledge and Skills Development to ensure tangible benefits for your organization

Training Objectives:

By the end of the training, participants will be able to:

- ✓ Understand the consultant responsibilities & services and how to be creative and to demonstrate how it can add value
- ✓ Discover skills to provide consultancy services as well as assurance services and learn how to use core skills to both an auditor and a consultant
- ✓ Enhance skills in internal auditing and risk management, governance and compliance (GRC Model)
- ✓ Learn how to develop a gap analysis in identifying where you already have a strong skills base and where you might need to strengthen them
- ✓ Use some of the tools and techniques commonly used by consultants in these areas
- ✓ Identify and practice facilitation skills and issues in your own environment

Training Designed for:

This course is intended for Auditors / Auditing Managers, Accounting Executives / Managers, Financial Reporting Managers, Financial Executives / Managers / Controllers, Budgeting Officers / Executives / Managers, Business / Investment Analysts & Managers, Regulatory Compliance Officers, Commercial Analysts, Executives & Managers.

Training Requirement:

"Hand's on practical sessions, equipment and software will be applied during the course if required and as per the client's request."

This training course is available upon request in English or Arabic, virtual online live or face to face public/inhouse. Content, location and duration can be adapted to your specific wishes. It is therefore possible to focus on specific modules of the training course as per client's learning needs and objectives. Further, it should be forwarded to us a month prior to the course dates.

Training Program:

DAY ONE:

❖ The Traditional Role of the Internal Auditor

- The definition of internal auditing
- The Concept of internal audit
- The roles & procedures within the internal audit department
- Preserving independence and objectivity
- Audit preparation and planning to ensure an effective audit
- The skills of auditors

DAY TWO:

❖ The Consulting Activities of Internal Auditing

- The key consulting activities in an organization
- The role of consulting in internal auditing
- The link between audit committee requirements & consulting services
- Strengthening organizational governance
- Creating the compliance framework
- Developing and improving risk management

DAY THREE:

❖ The Consulting Engagement and Skills

- The key phases of a consultancy engagement
- Assessment of the consulting skills
- Developing and presenting ideas and solutions
- Writing skills and effectively communicating results
- The importance of effective communication and interpersonal skills
- Demonstrating professional competency

DAY FOUR:

❖ Consulting Tools and Techniques in an Organization

- Identifying the tools and techniques of consulting
- Understanding the need to listen and writing reports for consulting
- Developing and managing the client satisfaction
- Process benchmarking and gap analysis
- Managing the “politics issues” and how to deal with
- Managing & setting policies of conflict of interest

DAY FIVE:

❖ Effective Consultancy in Organization

- Enhancing the capabilities of problem-solving skills
- Implementing on going assurance
- Developing fraud awareness workshop
- Strengthening the ethics & code of conduct programme
- Assessment business development opportunities
- Taking advantages of hidden opportunities

❖ Course Conclusion

❖ POST-ASSESSMENT and EVALUATION

Training Methodology:

This interactive training course includes the following training methodologies as a percentage of the total tuition hours:

- 30% Lectures, Concepts, Role Play
- 70% Workshops & Work Presentations, Techniques, Based on Case Studies & Practical Exercises, Gamification, Software & General Discussions
- Pre and Post Test

Training Certificate(s):

Internationally recognized certificate(s) will be issued to each participant who completed the course.

Training Fees:

As per the course location - This rate includes participant's manual, hand-outs, buffet lunch, coffee/tea on arrival, morning & afternoon of each day.

Note: The 5% VAT (Value Added Tax), will be effective starting 01st of January 2018 as per the new regulation from the UAE Government. The VAT applies for all quotation both for local and abroad.

Training Timings:

Daily Timings:

07:45 - 08:00	Morning Coffee / Tea
08:00 - 10:00	First Session
10:00 - 10:20	Recess (Coffee/Tea/Snacks)
10:20 - 12:20	Second Session
12:20 - 13:30	Recess (Prayer Break & Lunch)
13:30 - 15:00	Last Session

For training registrations or in-house enquiries, please contact:

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