

### Program Overview

The Strategic Sourcing Certificate Program (SSCP) is designed to educate Commonwealth Procurement Professionals about essential strategic sourcing fundamentals that provide necessary skill and knowledge to conduct effective procurements on behalf of their agencies. As an operational model, the 7-step Strategic Sourcing framework promotes more efficient sourcing while offering success in meeting the Commonwealth's socioeconomic goals. The program is structured in a sequence which enables the learner to build knowledge component by component through attending weekly classes. Please note that attendance is required at all classroom sessions to receive a certificate.

The certificate program consists of five one-day module courses per session. Classes will be offered at locations across the Commonwealth. Participants will be expected to make a commitment to attend all five classes offered within a section.

*PREREQUISITE: All participants are required to attend OSD's "Essentials of State Procurement" prior to attending the SSCP.*

#### **Audience**

Required for CPOs as well as all new and existing department staff responsible for preparing new bid solicitations or renewals, reviewing evaluations, negotiating and reviewing contract documents, providing advice and assistance in solicitation preparation, analyzing bid responses and related documents, monitoring the execution of contracts, and partnering with staff and vendors.

#### **Benefits You Can Expect from the Program**

The SSCP offers practical knowledge and skills that participants can begin using immediately. A few objectives of the program include:

- Learn the industry-wide best practices involved in strategic sourcing and conducting effective procurements;
- Learn state policies, procedures and tools available to you;
- Collaborate with others and work in teams;
- Practice key skills such as creating buyer profiles, evaluating quotes, developing communication strategies to effectively manage and monitor your contract;
- Discuss a current sourcing event you're working on.

#### **Time Commitment**

All participants are required to attend 5 full days of the certificate program.

#### **Registration Process**

Please fax completed application to:

Fax: (617) 727-4527

Operational Services Division –Training Unit

#### **For Additional Information**

Contact us at [OSDtraining@massmail.state.ma.us](mailto:OSDtraining@massmail.state.ma.us)