



MCG EMPLOYEE TRAINING & EVENTS

Montgomery County Government (MCG) offers a wide variety of training opportunities to help increase MCG employees' knowledge, skills, and abilities. Below are the classes with seats still available for **January 2026**. Classes and events are available on a first-come, first-served basis.

Instructor-Led Trainings & Learning Opportunities

Class	Date	Time	Topic Area	Details	Audience
Understanding Structural Racism in Montgomery County	Jan 6	10 am – 1 pm	Compliance; Diversity, Equity & Inclusion	Virtual Mandatory RESJ	All
EEO Awareness: Understanding Rights and Responsibilities (Employees)	Jan 7	9 – 11 am	Compliance	Virtual Mandatory	Employees
The Power of Storytelling: Improving Relationships through Speech	Jan 7	1 – 2 pm	Professional Development	Virtual	All
EEO Awareness: Understanding Rights and Responsibilities – Employees	Jan 8	1 – 3 pm	Compliance	Virtual Mandatory	Employees
Leave Without Pay (LWOP) for Supervisors	Jan 8	11 am – noon	Compliance	Virtual Mandatory	Managers / Supervisors
Mandatory Ethics Training for New Employees	Jan 8	9:45 – 11:30 am	Compliance	Virtual Mandatory	Employees
The Power of Productivity	Jan 9	10 am – 11 am	Professional Development	Virtual	All
Building a Respectful Relationships	Jan 13	9 – 10 am	Professional Development	Virtual	All
FMLA and Me	Jan 13	9:30 am – noon	Benefits	In-Person	All

Interviewing and Selecting Employees	Jan 13	9 am – noon	Compliance	Virtual Mandatory	Interview Panelists / Hiring Managers
Advancing Racial Equity: The Role of Government	Jan 14	10 am – 2 pm	Compliance; Diversity, Equity & Inclusion	Virtual Mandatory RESJ	All
EEO Awareness: Understanding Rights and Responsibilities (Supervisors)	Jan 14	1 – 3 pm	Compliance	Virtual Mandatory	Managers/ Supervisors
Navigating AI Solutions: Copilot Chat	Jan 14	1 – 2 pm	Technology	Virtual	All
Coaching vs Directing: A Guide for Leaders	Jan 15	1 – 2 pm	Professional Development	Virtual	Managers/ Supervisors
Ethics Training for Public Financial Disclosure Filers (TEAMS)	Jan 15	10 – 11:30 am	Compliance	Virtual Mandatory	Public Financial Disclosure Statement Filers
Mastercard P-Card Training	Jan 15	1 – 3 pm	Compliance	Virtual	P-Card Holders
FMLA Overview for Management	Jan 20	9:30 am – noon	Compliance	Virtual Mandatory	Managers / Supervisors
Racial Healing Circles	Jan 20	10 – 11:30 am	Compliance; Diversity, Equity & Inclusion	Virtual RESJ	All
Biases, Empathy & Inclusion Creating Environment of Belonging	Jan 21	10 – noon	Compliance; Diversity, Equity & Inclusion	Virtual RESJ	All
EEO Awareness: Understanding Rights and Responsibilities – Employees	Jan 21	1 – 3 pm	Compliance; Diversity, Equity & Inclusion	Virtual Mandatory	Employees
ERS Retirement Planning – ERS Groups A,E,F,G,H,J	Jan 21	9:30 – 11 am	Benefits	Virtual	All
Health Insurance Planning for Retirement	Jan 21	11 am – 1 pm	Benefits	Virtual	All
Practicing Assertiveness	Jan 21	9 – 10 am	Professional Development	Virtual	All
EEO Awareness: Understanding Rights and Responsibilities – Employees	Jan 22	9 – 11 am	Compliance	Virtual Mandatory	Employees

Performance Management Basics	Jan 23	1 – 4 pm	Leadership & Management	Virtual Mandatory	Managers / Supervisors
Payment Processing	Jan 26	10 am – noon	Compliance	Virtual	All
Developing a Growth Mindset	Jan 27	2 – 3 pm	Professional Development	Virtual	All
Innovation Accelerator Information Session	Jan 28	10 – 10:30 am	Professional Development	Virtual Register Here	All
Ethics Training for Public Financial Disclosure Filers (TEAMS)	Jan 28	1 – 2:30 pm	Compliance	Virtual Mandatory	Public Financial Disclosure Statement Filers
Copilot Chat Post-Training Workshop	Jan 28	1 – 2 pm	Technology	Virtual	All
Contract Compliance Program	Jan 29	10 am – noon	Compliance	Virtual Mandatory	Contract Administrators
Leave Without Pay (LWOP) for Employees	Jan 29	11 am – noon	Compliance	Virtual	Employees
Enrolling in Health Insurance Benefits at Retirement (Retire 3/1/2026)	Feb 4	11 am – 1 pm	Benefits	Virtual Last day to register for this class is 1/21/2026 (see complete schedule)	All
Innovation Accelerator 3-Day Course	Feb 19, 20 & 23	8:30 am – 5 pm	Professional Development	In-Person Apply Here	All

Classes listed as “Mandatory” meet a mandatory training requirement as outlined on the [Mandatory Training](#) page.

To view our full list of available self-paced trainings, visit our [e-Learning](#) tab within our Programs & Catalog page. To register for a self-paced training, see the “Enrollment Instructions” section below.

Enrollment Instructions

Unless indicated otherwise in the charts above, **please register via Employee Self-Service no later than 48 hours in advance of a virtual class. The instructor will send a webinar link to all pre-registered participants 24 hours before the class.** Dates and times are subject to change based on instructor availability. Please refer to Learner Home for the most updated listing of class dates and times.

- MCG employees, contractors, and volunteers **with** an MCG Computer Network Login: [AccessMCGePortal](#) and go to Employee Self Service, then Learner Home. Under the Search field “Class,” enter the registration keyword (**a single Word from the class title**). For assistance, review: [Enroll in a Class](#).

- Contractors, volunteers **without** an MCG Computer Network Login: [AccessMCG Extranet Portal](#)

Americans with Disabilities Act (ADA) Accommodations

Please contact the Office of Human Resources, Training Division, at 240-777-5116 or email OLM.Admin@montgomerycountymd.gov at least five (5) full business days prior to an event or class to request any reasonable accommodations to participate in the event. This includes, but is not limited to, requests for sign language interpreters and other auxiliary aids or services. In all situations, a good faith effort (up until the time of the event) will be made to provide accommodation.