6 Human Resources Development

Unit Chief

The NPA carries out training programs targeting employees of ministries and agencies with the idea of training up national public employees as a servant of the all citizens. In order to provide ministries and agencies with attractive training courses that meet the needs of the times, the NPA adds necessary improvements to its courses, and has recently been focusing on improving management capabilities and supporting the career development of employees.

Assistant Director

Division Director

Deputy Director-General

Director-General level level **Training for Level of Position** 1. Administrative Training Follow-up Assistant Administrative Division Initial Assistant Division Joint Initial Director level Seminars for of Initial Director level Administrative -Director Director (Leadership Training (Management Executives Administrative Training level level Intensive Course) Training training) (Aspen Method *) *Program for contemplation through classics mainly for officials at Deputy Director-General level at HQ Assistant Director level (Training course to Administrative Forum develop female managerial personnel) Training for promotion of employees appointed Special Course Special Course Special Course through Level II/III Exams for Unit Chief for Assistant for Officer level and Examination for level Director level General Service 2. Training for Employees of Regional Offices Training for Seminars for Deputy Director-Training for Initial Training for Training for Managers and General and Director-General Mid-level **New Recruits** Unit Chiefs Officers Supervisors level at Regional Bureaus **Ⅱ** Dispatching Personnel for Training Long-term Overseas Fellowship Program Short-term Overseas Fellowship Program Domestic Fellowship Program **Ⅲ** Training Courses per Theme Support for Career Development Improvement of management skills Training for Executive Officials and Managerial Career Support Course 20 Personnel about Harassment Prevention Experience-based training at a consultation service Career Support Course 30 counter for the newly promoted to the Deputy Director-General level Training for advancing careers of female employees Personnel Management Seminar Training courses to qualify for the examination for Basic management skill training for Assistant Director Career Consultant (National Certificate) and Unit Chief level employees Support for on-boarding Mentor Development Training Training for Recruits with Business Experience Empowerment of women Training for advancing careers of female employees Seminar for Supporting Career and Work-Life

(reposted)

For training officers

Training to Enhance Abilities of Training Officers

Balance in the times of Working and Raising Children Together [Newly established]

Online Seminar for the advancement of diverse

workforce

Administrative Training

Training courses for each level of position (from Officer level to Director-General level) across the government are carried out for employees who are expected to play a central role in national public administration in order to nurture them into "ideal national public employees".

[Features of Training]

Essential Knowledge and Contemplation for Administrative Officers as Servants of the Whole Community

- · Multifaceted review of a wide variety of administrative cases and discussions on policy issues common across the government
- Development of a high sense of ethics, cultivation of critical thinking abilities through studying classics (reading studies) and field work to experience the actual conditions of peoples' lives
- Onsite experience to understand the realities of peoples' lives / improve management skills
- · Lectures given by top-level professionals on contemporary themes and issues



▲ The National Institute of Public Administration

Mutual Development of Trainees

- "Participative curriculum" training with emphasis on group discussions, exchange of views, and practical experience
- Attendance of a variety of participants from each ministry and agency, private companies and foreign governments, etc.

[Curriculum Examples]

Studies on Public Service Ethics

Through case studies, ethical behavior is reviewed and discussed towards practical implementations.

Case Studies of Administrative Policies

Through lectures and group discussions concerning historically significant examples of administrative cases, trainees develop various points of view on how they should act.

Dispatching Personnel for Training

The NPA operates training programs where officials of ministries and agencies are dispatched to graduate schools, etc., home and abroad.

Long-term Overseas Fellowship Program

Destination: graduate schools abroad (master's course/doctoral course)

Duration: 1 year or 2 years

(Duration can be extended when a fellow advances to a doctoral course.) Number of fellows: 148 (FY2024) <Recent Reviews>
1-year course is
newly established
from FY2024.



▲ Dispatched fellow at Tilburg University

Short-term Overseas Fellowship Program

Destination: foreign governmental organizations, international organizations, etc.

Duration: Within 1 year

Number of fellows: 20 (FY2024)

*As of March 2025.

Excluding Leader Fellowship Course

<Recent Reviews>

Leader Fellowship Course, in which managers are dispatched to graduate school abroad for a short period, is newly established in FY2024.



▲Leader fellow at University of Oxford (United Kingdom)

Domestic Fellowship Program

Destination: Graduate schools in Japan (master's course/doctoral course)

Duration: 1 year to 3 years

Training Courses per Theme

【Training for Recruits with Business Experience】
The training course provides employees who have been hired by ministries and agencies from private companies with necessary knowledge and gives them opportunities to socialize with each



▲A scene from a training for recruits with business experience

The NPA supports career development of employees, human resource development, etc. by providing training programs. Currently, online training is also utilized.

[Training Courses to qualify for the examination for Career Consultant (National Certificate)]

The course is designed to support trainees to acquire a career consultant certification in order for them to play a key role in promoting career development initiatives in each ministry and agency.



▲Textbooks used in training courses during FY2024