JUPITER PRIME

Consulting • Training • Advisory

جوبيتر برايم للاستشارات والتدريب

COURSE BROCHURE

# Political Analysis and Briefing Skills Training Course

3 – 7 May 2027
Amsterdam

**jupiterprime.uk**

info@jupiterprime.uk

Registered in the United Kingdom and Saudi Arabia

# Political Analysis and Briefing Skills Training Course

**Ref:** 2990_113361 **Date:** 3 – 7 May 2027 **Location:** Amsterdam **Fees:** 5600 GBP

Political Analysis and Briefing Skills is a 1-week training course for policy officers, government relations staff and corporate affairs analysts who must explain domestic politics to senior leaders, and each participant builds a political briefing pack on a live issue. Legislative agendas and coalitions now shift quickly, and organisations that read them early make better choices. Jupiter Prime Training builds this course around real briefing work.

## Why Political Analysis and Briefing Skills Matter Now

Three forces shape political work today. Fragmented parliaments and shifting coalitions make legislative outcomes harder to call. Public opinion moves through social platforms within hours, pressing ministers to change course. And boards expect government relations teams to give a clear view rather than news clippings. An organisation that reads these signals well prepares its position before a vote; one that reads them badly reacts after the decision. The course rests on structured actor mapping, agenda tracking and scenario writing.

## Who Gains Most from Political Analysis and Briefing Skills

- Staff who monitor parliamentary business and consultations
- Officers who brief ministers, chief executives or boards
- Analysts who track how public debate affects a sector
- Specialists who manage relationships with officials and legislators
- Communications staff who anticipate how decisions will be framed

A government relations or public policy unit gains most when several of its members attend together, leaving with a shared briefing format.

## Political Analysis and Briefing Skills Capabilities

Participants move from following political news to producing judgements a leader can act on.

- Assess the parties, factions and office holders behind an issue — which actors leadership should engage first
- Weigh coalition strength and veto points on a proposal — whether to prepare for change or delay
- Apply a source reliability grade to political information — how much weight a briefing places on each claim
- Design three plausible political scenarios with signpost indicators — how leaders prepare for each path
- Communicate likelihood with calibrated confidence language — how executives read the strength of advice
- Build a one-page briefing note with the bottom line first — what a minister or board decides next

## Key Political Analysis and Briefing Skills Terms

- Veto player — An actor whose agreement is needed for a policy change to pass, such as a coalition partner.
- Issue salience — How much attention voters, media and legislators give an issue at a given moment.
- Policy window — A period when problem, proposal and political mood align, making change more likely than usual.
- Signpost indicator — An observable event that shows a particular political scenario is starting to unfold.
- Bottom line up front — A briefing style that states the main judgement and recommendation in the opening sentence.
- Source grading — Rating political information by its source's access and track record.

## Political Analysis and Briefing Skills Day by Day

### Day 1: Reading the Domestic Political Landscape

- Political Actor Inventory — Which Parties, Factions and Office Holders Shape an Issue
- Coalition Arithmetic — How Alliances Form, Hold and Fracture on Votes
- Interest Group Profiling — Who Lobbies, With What Resources and Access
- Public Opinion Signals — Reading Polls, Petitions and Media Sentiment Carefully
- Institutional Calendar Mapping — When Budgets, Sessions and Elections Open Windows

### Day 2: Tracking Agendas and Legislative Movement

- Policy Agenda Tracker — Logging Bills, Consultations and Ministerial Statements
- Legislative Stage Analysis — Judging How Far a Proposal Can Travel
- Issue Salience Scoring — Ranking Which Debates Deserve Senior Attention
- Position Statement Reading — Separating Rhetoric From Committed Policy Intent
- Source Reliability Grading — Weighing Officials, Insiders, Commentators and Leaks

### Day 3: Interpreting Motives and Power

- Stakeholder Influence and Stance Matrix — Prioritising Engagement With Decision Shapers
- Incentive Analysis — Explaining Why a Minister or Party Acts
- Veto Player Identification — Spotting Who Can Block or Delay Change
- Framing and Narrative Analysis — How Issues Are Sold to Voters
- Bias Checks for Analysts — Testing Your Own Assumptions Before Advising

### Day 4: From Analysis to Scenarios and Advice

- Driver and Uncertainty Listing — Isolating Forces That Could Swing Outcomes
- Three-Scenario Writing — Describing Plausible Political Paths for Leaders
- Signpost Indicators — Early Warnings That One Scenario Is Unfolding
- Option and Implication Tables — Linking Political Paths to Organisational Choices
- Confidence Language — Stating Likelihood Without Overstating Certainty

## Day 5: Practising the Political Briefing Pack

- Applying the Actor Inventory and Coalition Map to a Live Issue
- Applying the Agenda Tracker to Set Briefing Priorities
- Applying Scenarios and Signposts to an Executive Recommendation
- One-Page Briefing Note Drafting — Bottom Line First for Busy Readers
- Completing the Political Briefing Pack — Peer Challenge and Final Edit

## Applying Political Analysis and Briefing Skills After the Course

- Set up a weekly policy agenda tracker for priority issues and share it with leadership.
- Lead a scenario session on one upcoming legislative decision and agree signposts to watch.

## Political Analysis and Briefing Skills Questions FAQ

### What are political analysis and briefing skills and why do they matter now?

They are the skills of reading political actors, agendas and opinion and turning them into clear advice. Coalitions and debate move fast, so leaders need judgements on likely outcomes, not news summaries.

### Which roles gain most from political analysis and briefing skills?

Policy officers, government relations staff and corporate affairs analysts gain most. Communications specialists and staff who brief ministers or boards also benefit from a shared method for mapping actors.

### How does political analysis and briefing skills training differ from a geopolitical risk course?

It focuses on domestic politics: parties, coalitions, legislative stages and public opinion. A geopolitical risk course looks at relations between states and investment exposure instead.

### What will I bring back from political analysis and briefing skills training?

You bring back a political briefing pack on a live issue: an actor and coalition map, an agenda tracker, three scenarios and a one-page briefing note.

## Political Analysis and Briefing Skills: The Way Forward

The political briefing pack first informs how leadership positions itself on its issue: engage early, wait or prepare for change. Heads of government relations, executives and board members use it, and analysts keep it current. After its first use, revisit the source grades and signposts, because the actors who matter early in a debate are rarely the ones who decide it.