

## Professional Development Programmes –Summer/Autumn 2017

COURSE	STATUS	DURATION	CORK	DUBLIN	WATERFORD
<b>** Train the Trainer 6S3372 (two Modules full programme)</b>	QQI Accredited	6 Days	1 <sup>st</sup> August	9 <sup>th</sup> August	10 <sup>th</sup> August
<b>** Training Needs Identification and Design 6N3325</b>	QQI Accredited	2 Days	15 <sup>th</sup> August	23 <sup>rd</sup> August	24 <sup>th</sup> August
<b>** Training Delivery and Evaluation 6N3326</b>	QQI Accredited	4 Days	1 <sup>st</sup> August	9 <sup>th</sup> August	10 <sup>th</sup> August
<b>Trainers Toolkit Workshop</b>	Certificate of Attendance	2 Days	Upon Request	Upon Request	Upon Request
<b>** Training Needs Analysis Workshop</b>	Certificate of Attendance	1 Day	Upon Request	Upon Request	Upon Request
<b>** Delivering Impactful Presentations</b>	Certificate of Attendance	1 Day	Upon Request	Upon Request	Upon Request
<b>** Session planning and developing innovative training Resources</b>	Certificate of Attendance	1 Day	Upon Request	Upon Request	Upon Request
<b>** Assessment Design for Accredited Training</b>	Certificate of Attendance	1 Day	Upon Request	Upon Request	Upon Request
<b>* Train the Trainer Taster Session</b>	N/A	2 Hours	Upon Request	Upon Request	Upon Request
<b>**Coaching for Performance</b>	QQI Accredited	5 Days	16 <sup>th</sup> August	10 <sup>th</sup> August	TBC
<b>**Coaching Skills for Supervisors Workshop</b>	Certificate of Attendance	2 Days	Upon Request	Upon Request	Upon Request
<b>Coaches Toolkit Workshop</b>	Certificate of Attendance	1 Day	Upon Request	Upon Request	Upon Request
<b>* Coaching Taster Session</b>	N/A	2 Hours	Upon Request	Upon Request	Upon Request
<b>**Leadership for Supervisors &amp; Managers</b>	QQI Accredited	5 Days	TBC	TBC	TBC
<b>**Leadership workshop</b>	Certificate of Attendance	2 Days	Upon Request	Upon Request	Upon Request
<b>Leadership Toolkit</b>	Certificate of Attendance	1 Day	Upon Request	Upon Request	Upon Request
<b>* Leadership Taster Session</b>	N/A	2 Hours	Upon Request	Upon Request	Upon Request
<b>**Conflict Management</b>	QQI Accredited	5 Days	20 <sup>th</sup> September	TBC	TBC
<b>Conflict Management Skills Workshop</b>	Certificate of Attendance	2 Days	Upon Request	Upon Request	Upon Request
<b>**Conflict (Managers Toolkit)</b>	Certificate of Attendance	1 Day	Upon Request	Upon Request	Upon Request
<b>* Conflict Management Taster Session</b>	N/A	2 Hours	Upon Request	Upon Request	Upon Request
Employment Law full programmes are available <u>June – September only</u>					
Employment Law workshops/toolkit/taster – advance booking recommended					
<b>**Employment Law</b>	QQI Accredited	5 Days	TBC	TBC	TBC
<b>**Employment Law Workshop</b>	Certificate of Attendance	2 Days	Upon Request	Upon Request	Upon Request
<b>Employment Law Toolkit Workshop</b>	Certificate of Attendance	1 Day	Upon Request	Upon Request	Upon Request
<b>Interviewing Skills for Supervisors (Includes Toolkit)</b>	Certificate of Attendance	1 Day	Upon Request	Upon Request	Upon Request
<b>* Employment Law Taster Session</b>	N/A	2 Hours	Upon Request	Upon Request	Upon Request

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<b>**Supervisory Management</b>	QQI Accredited	5 Days	25 <sup>th</sup> October	8 <sup>th</sup> September	13 <sup>th</sup> October
<b>**Supervisory Management Workshop</b>	Certificate of Attendance	2 Days	Upon Request	Upon Request	Upon Request
<b>Supervisors Toolkit</b>	Certificate of Attendance	1 Day	Upon Request	Upon Request	Upon Request
<b>* Supervisory Management Taster Session</b>	N/A	2 Hours	Upon Request	Upon Request	Upon Request
<b>**Groupwork/Facilitation Skills</b>	QQI Accredited	5 Days	14 <sup>th</sup> August	26 <sup>th</sup> October	18 <sup>th</sup> September
<b>**Groupwork/Facilitation Skills Workshop</b>	Certificate of Attendance	2 Days	Upon Request	Upon Request	Upon Request
<b>Facilitators toolkit</b>	Certificate of Attendance	1 Day	Upon Request	Upon Request	Upon Request
<b>**Meeting Facilitation Toolkit</b>	Certificate of Attendance	½ Day	Upon Request	Upon Request	Upon Request
<b>* Groupwork/Facilitation taster session</b>	N/A	2 Hours	Upon Request	Upon Request	Upon Request
** Sector Specific Bespoke Training Options Available by Consultation					
* Available for group bookings only					
<p><b>FOR FURTHER INFORMATION ON ANY OF THE ABOVE PROGRAMMES PLEASE CALL SUSAN OR JIM ON 051 385720</b></p> <p><b>Email:</b> <a href="mailto:info@newlinkstraining.com">info@newlinkstraining.com</a>  <b>Website:</b> <a href="http://www.newlinkstraining.com">www.newlinkstraining.com</a>  <b>Social:</b>  <b>Facebook:</b> New Links Training Solutions  <b>LinkedIn:</b> New Links Training Solutions  <b>Twitter:</b> @newlinkstrain  <b>Instagram:</b> New Links Training Solutions</p>					