

UPCOMING EVENTS

CAO INFORMATION EVENING - IT CARLOW

16th JANUARY 2019 - 6pm-8pm

To assist CAO applicants as they approach the CAO season, IT Carlow is holding a CAO Information Exhibition for all CAO applicants including Mature Students and QQI applicants. This is an ideal opportunity for prospective College students to obtain further information in relation to courses, the CAO application system, SUSI grants and Student Services and Facilities. For more information please contact the Admissions Office on 059 9175174/ admissions@itcarlow.ie / Web: www.itcarlow.ie

CAO - DARE & HEAR INFORMATION SESSIONS

VENUE: IT Carlow 19th JANUARY 2019 - 10am-2pm

The Application Information Day provides an opportunity for you and/ or your parent(s)/ guardian(s) to drop in to meet with a member of the DARE/ HEAR team to discuss your application. Drop in anytime between 10am and 2pm for information on the HEAR and DARE Schemes. There is the opportunity to talk to DARE and HEAR advisors about your application. Information videos will be shown hourly throughout the morning. Applicants, parents, guardians, teachers, guidance counsellors all welcome. For more information – www.accesscollege.ie

COMMUNITY EMPLOYMENT OPPORTUNITIES

Are you Eligible for Community Employment Scheme? - We currently have vacancies available on our Scheme at **GRAIGUECULLEN KILLESIN PARISH C.L.G. Graiguecullen, Carlow.**

- **Swimming Pool: Pool Attendant - 2 Positions - Job Ref No: CES-2087257**
- **Rehab Care: Multitask Care Assistant -3 Positions - Job Ref No: CES-2088274**
- **St. Fiacc's House: Multitask Care Assistant - 2 Positions - Job Ref No: CES-2087700**

We can offer you: ***Top Quality Training & Career Opportunities***

We can provide: ***Many Different Courses to Suit Your Individual Needs.***

For further information about any of the above please do not hesitate to contact: ***Ann Louise O'Neill or Catherine Darcy on (059) 9134887 or 085 8584187***

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ACCOUNTING TECHNICIAN TRAINEESHIP

The Accounting Technician Apprenticeship is a new pathway to a career in business, accountancy and finance, where apprentices are mentored through a two-year, work-based learning programme. Apprentices work four days a week with a registered employer and study one day a week with a local college on a two-year employment contract. College tuition is fully funded by SOLAS. Apprentices get paid minimum wage of at least €19,000 per annum by the employer. The programme leads to a Level 6 QQI Advanced Certificate in Accounting, The next intake for the programme is January 2019 with **opportunities now available in Dublin, Limerick/Clare and Galway**. Further information is available at - <http://accountingtechnicianapprenticeship.ie/>

UPCOMING COURSES - CARLOW TOWN

Course name	Contact Information	Start date	Duration	Cost/ fees	Qualification	Miscellaneous Information
Conversational English classes (Failte Isteach)	Venue: Jobs Club, The Royal Mews, Dublin Street, Carlow	Ongoing	Mondays 6-8pm	Free		Failte Isteach Free Conversational English classes. For more information please call Sandra on 0851218811
Dance Fitness for the over 50s	Venue: VISUAL Centre, College Street Tel: 059 9172400	Ongoing	Tuesdays 3-4pm	€5 per class (tea & coffee)		Classes include an easy warm-up, stretching and simple dance sequences designed for the over 50s.
International Women's Group	Venue: St. Catherine's Community Centre, Contact: Andrea on 059 9138706 Web: www.catherines.ie	Ongoing	Wednesdays 10am-12pm	Free		This group will be activity based and will provide a space for participants to improve their English while developing friendships, skills and further integration into the local community.
Knitting & Crochet Classes	Venue: Sacred Heart Hall, Graiguecullen Contact: Edwina on 085 7310553	Ongoing	Wednesdays 7-9pm			Wool is supplied. Hats, scarfs and mitts are donated to the homeless. Just bring a pair of needles or a crochet hook.
Adult Art Classes	Venue: Brownshill Art Studio, Brownshill Rd, Tel: Jean on 086 8686783 www.muralmayhem.com/	Ongoing	Thursdays 7.30-9pm			Beginners & Improvers, if you enjoy painting in a sociable group come along and join in the informal relaxed creative atmosphere. No experience necessary. Places are limited
Card-Making Group	Venue: New Oak Community Centre Contact Sharon on 086 4002571	Ongoing	Thursdays 8-10pm	No charge but contribution for refreshments very welcome		This group meets up to exchange tips and ideas on how to make hand-made greeting cards. The group is looking for new members (Jan 2017)

Barrow Training Courses & Workshops	Venue: Carlow Town Barrow Training Tel: 059 9721416 Email: info@barrowtraining.ie Web: www.barrowtraining.ie	Ongoing	Varies	Varies depending on the course/ workshop – costs available on the Barrow Training website	Varies depending on the course/ workshop – qualification details available on the Barrow Training website	<ul style="list-style-type: none"> • Special Needs Assisting (QQI 6) – 26th January • Manual Handling Instructor (QQI 6) – 31st January • Palliative Care (QQI 5) – 4th Feb • First Aid Response – 11th Feb • Safety & Health at Work (QQI 5) – 14th Feb • First Aid Responder Refresher – 4th March • Special Needs Assisting (QQI 5) – 22nd March • Manual Handling Training – 22nd March
CPC Training – Truck & Bus Drivers (Continual Professional Development)	Venue: Seven Oaks Hotel Training Provider – CPC.ie Tel: 087 6363003 or 066 7185556 Email: info@cpc.ie Web: www.cpc.ie	Ongoing	1 day per module	€55 per module	Continual Professional Development	Professional truck & bus drivers have to undergo periodic training of one day per year. Upcoming modules schedule: <ul style="list-style-type: none"> • 12th Jan – Role of the Professional Driver in the Transport Industry • 19th Jan - Control of the vehicle and Eco-driving techniques • 27th Jan - The Professional Truck driver
General Learning (QQI Level 3)	Venue: VTOS, 1-3 Granby Row, Carlow Tel: 059 9140311 Email: info@vtoscarlow.ie Web: www.vtoscarlow.ie Currently accepting applications	January 2019	Full time course up to June 2019	Free to eligible participants - course, books and materials are free of charge	QQI Level 3 component awards	Entry Requirements: Applicants must be 21 years or over and in receipt of a qualifying Social Welfare Payment for at least 6 months. A good preparatory course for learners interested in studying a QQI level 4/5 course in September
ICT Skills – Information Communication Technology (QQI Level 3)	Venue: VTOS, 1-3 Granby Row, Carlow Tel: 059 9140311 Email: info@vtoscarlow.ie Web: www.vtoscarlow.ie Currently accepting applications	January 2019	Full time course up to June 2019	Free to eligible participants - course, books and materials are free of charge	QQI Level 3 component awards	Entry Requirements: Applicants must be 21 years or over and in receipt of a qualifying Social Welfare Payment for at least 6 months. A good preparatory course for learners interested in studying a QQI level 4/5 course in September

Institute of Technology Carlow - Evening Courses	Venue: IT Carlow, Kilkenny Road, Carlow For further information please contact the Lifelong Learning Centre:- Tel: 0599175280 W: www.itcarlow.ie/III E: III@itcarlow.ie	January 2019 (week starting 7 th January)	One or two evenings per week. Course duration varies between 10-15 weeks)	Price varies please contact course provider or log on to www.itcarlow.ie/	Qualifications vary depending on the course, please contact course provider for further information or log on to www.itcarlow.ie	<u>Certificate courses</u> due to start in: <ul style="list-style-type: none"> • Web Design • Advanced CAD & 3D Modelling • Legal Practice & Procedure • Addiction Studies • Adult & Community Education • Project Management & Communications • Ageing Studies • IP Networks • Digital Marketing • Health, Safety & Environmental Management • Meeting the Challenge of Challenging Behaviour • Organisational Psychology
Horticulture Level 4 course	Venue: St. Fiacc's House, Carlow Town Course organised by KCETB Back to Education Initiative Contact: Fiona Dunne on 059 9179376 or email fdunne@kcetb.ie	7 th January 2019	Monday & Thursday mornings from 9.30am-12.30pm (2 year course)	Free:- to social welfare recipients or medical card holders or those without a Leaving Certificate	QQI Level 4 Major Award	The aim of this programme is to enable learners to work as a general operative in horticulture to select, establish, grow and maintain a range of plants or to further their education in the horticultural sector. <u>Modules:</u> Growing Fruit, Growing Vegetables, Establishing Ornamental Flowering Plants, Plant Identification Care & Maintenance, Safe Horticultural Practice, Plant Propagation, Communications & Work Experience
Culinary Skills	Venue: Carlow town BTEI, 1b Meadow Court, Burrin Street, Carlow Tel: 059 9139532 E: bteicarlow@eircom.net W: www.carlowbtei.com	7 th January 2019	Part time course	Free to eligible participants - for social welfare recipients/ medical card holders or those without a Leaving Certificate	QQI Level 4 Award	On completion of this programme learners will have the skill, knowledge and competencies to work under direction in a professional kitchen. <u>Modules:</u> Menu Planning, Catering Operations & Systems, Culinary Techniques, Pastry Baking & Desserts, Kitchen Skills, Short Order Cooking, Work Experience & Personal Effectiveness

Health Related Fitness	Venue: BTEI Centre, Burrin Street, Carlow & Supreme Fitness Gym	8 th January 2019	13 Tuesdays (9.30am-12.30pm)	Free:- to social welfare recipients or medical card holders or those without a Leaving Certificate	QQI Level 4 Minor Award	The aim of this course is to enable learners gain the knowledge and skills to develop proficiency in a range of sport and recreation activities, to work under supervision in a sport and recreation context and/ or to progress to further education and training. This course is for anyone interested in getting on the pathway to employment in the fitness and leisure industry or as a progression to level 5 courses in the leisure, fitness and sports sector.
Word Processing	Venue: Carlow town BTEI, 1b Meadow Court, Burrin Street, Carlow Tel: 059 9139532 E: bteicarlow@eircom.net W: www.carlowbtei.com	15 th January 2019	13 Tuesdays (9.30am-12.30pm)	Free:- to social welfare recipients or medical card holders or those without a Leaving Certificate	QQI Level 3 Minor Award	Learn to use a word processing application to create a file by performing all the required steps including accessing the application, setting up the page, entering data using the keyboard and mouse, formatting, printing and storing the file appropriately for subsequent retrieval
First Aid Responder (FAR) Course	Venue: Carlow Gateway Business Centre, Athy Rd, Carlow Contact: Theresa on 059 9132152, Carlow Kilkenny Skillnet Web: www.cktraining.ie	15 th January 2019	3 days (15 th , 22 nd & 29 th January) 9.30am-5pm	€195	PHECC Cert valid for 2 years	Modules Covered: Patient Assessment, incident procedure, Cardiac First Response Community, common medical emergencies, Injury management and shock, care of the unconscious patient, burns and electrical injury care, hypothermia & hyperthermia, information management, communications and the wellbeing of the first aider. Running again: 12th March 2019 & 14th May 2019
eLearning Train the Trainer Programme (digitising the learning content)	Venue: Carlow Gateway Business Centre, Athy Rd, Carlow Contact: Theresa on 059 9132152, Carlow Kilkenny Skillnet	15 th January 2019	1 day 9.30am-5pm	€145		Describe the principles that underpin the design of engaging, creative digital learning experiences in the workplace. Review different types of digital learning experiences for employees including scenario based learning,

	Web: www.cktraining.ie					instructional videos, interactives videos, animated video etc. Practice the core instructional design skills associated with the design of engaging, activity based eLearning including screen planning and storyboarding
Swim for a Mile 12 Week Programme	Venue: Graiguecullen Swimming Pool & the Talbot Hotel Contact Tomás on 059 9172472 Organised by Carlow Local Sports Partnership	21 st January (week starting)	Talbot – Tues & Thurs @ 8pm & Graiguecullen – Thurs @ 8.45pm & Sun @ 5pm	€100 & booking fee		Become a confident swimmer in 2019! 2 X 1 hour coached sessions and 1 X self-guided swim weekly with the official swim for a mile challenge on April 18 th in Graiguecullen. The group in Graiguecullen is a female only group.
Welding – Basic/ Intermediate/ Advanced Levels (MMA/ TIG/ MIG & Coded Pipe)	Venue: Arc Training, Newacre, Athy Road, Carlow Contact Aine Byrne on 059 9131624/ abyrne@thompson.ie Web: www.arctrainingsolutions.com	22 nd January 2019	6 weeks – 2 evenings per week (6-9.pm) Tuesdays & Thursdays	Please contact course provider – varies depending on course and if certification is required	Testing is done by an independent specialist to ISO 9606 - 1 2013 standard. Tests are available at appropriate levels depending on ability. The tutor will advise on the test best for learners at the time.	All types & all levels - Manual Metal Arc (MMA)/ Tungsten Inert Gas (TIG) /Metal Inert Gas (MIG)/ Coded Pipe <ul style="list-style-type: none"> • Under Health and Safety, participants on this course must not wear contact lenses • Participants must have good hand/eye co-ordination and good manual dexterity • Participants must bring their own Personal Protective Equipment i.e. overalls, steel toe cap boots, welding shield etc.
Supervisory Management	Venue: Carlow Gateway Business Centre, Athy Rd, Carlow Contact: Theresa on 059 9132152, CK Training	23 rd January 2019	5 days – 23 rd & 30 th January & 6 th , 13 th & 20 th Feb	€395	QQI Level 6 component award	This module is designed to provide the learner with the knowledge, practical skills and understanding required to operate effectively as a Supervisor or Line Manager. Web: www.cktraining.ie
Work Smarter With Outlook	Venue: Carlow Gateway Business Centre, Athy Rd, Carlow Contact: Theresa on 059 9132152, Carlow Kilkenny	24 th January 2019	1 day – 9.30am-5pm	€95		This course is for anyone who has difficulty managing their time, emails, appointments and tasks and who would like to use Microsoft Outlook as a planning tool. A basic knowledge of

	Skillnet Web: www.cktraining.ie					Microsoft Outlook prior to the course is assumed
Actually Reading Ulysses – Everything you ever wanted to know	Venue: Carlow College Web: www.carlowcollege.ie Tel: 059 9153200	24 th January 2019	8 Thursdays 7-9pm	€125		Ulysses, James Joyce's open love letter to his partner, Nora Barnacle, is a work that changed literature forever. Regardless of whether you love it or loath it, whether or not you've even read it, this novel has influenced your life, such is the impact it has had on writers, and film-makers, around the world since its publication in 1922.
The World As Seen Through The Work of Songwriters & Poets Leonard Cohen & Paul Simon	Venue: Carlow College Web: www.carlowcollege.ie Tel: 059 9153200	24 th January 2019	8 Thursdays 7-9pm	€125		This course aims to introduce students to the work of Leonard Cohen and Paul Simon – two of the most challenging, literate and exciting songwriters of the late 20 th and early 21 st centuries. We will explore the written and sung words, philosophies, politics and social stances of these writers.
The Medieval World	Venue: Carlow College Web: www.carlowcollege.ie Tel: 059 9153200	24 th January 2019	8 Thursdays 7-9pm	€125		This course explores life in Europe during the period AD 1200-1500 – known as 'the High Middle Ages'. The focus is on everyday life and experiences rather than elite politics and religion.
Irish Identity, Past, Present & Future	Venue: Carlow College Tel: 059 9153200 www.carlowcollege.ie	24 th January 2019	8 Thursdays 7-9pm	€125		Irish identity is a changing phenomenon. Today we are confronted with a variety of identities all claiming their place in the sun. What is identity? Is there such a thing as Irish identity or was there ever such a thing? What has influenced current ideas on Irish identity? This course will address such questions.
Life Skills Course	Venue; Cathedral Parish Centre, Carlow Places limited to 25.	29 th January 2019	6 Tuesdays – 90 minute session per week	Free but there is a refundable €30 booking deposit		This programme is aimed at individuals who are experiencing mild to moderate depression, stress and/or anxiety and would like to learn new ways to deal

	Registration required online – www.aware.ie Tel: 01 6617211			(reduced fee of €10 for students/ unemployed/ OAPs or those with a medical card)		with life's challenges. It will teach attendees how to better manage the stress of everyday life, recognise and manage unhelpful thoughts, learn new ways of thinking and ultimately begin the journey to a healthier and more confident life.
Mental Health Support For Managers	Venue: Carlow Gateway Business Centre, Athy Rd, Carlow Contact: Theresa on 059 9132152, CK Training	29 th January 2019	1 day – 9.30am-5pm	€95		This training aims to equip line managers to deal with employees who present at work with a suspected mental health issue. Web: www.cktraining.ie
Special Needs Assisting	Venue: Carlow town For more information please contact Portobello Institute/ Tel: 01 892 0024 www.portobelloinstitute.ie	29 th January 2019	Tuesdays (7-10pm)	€750	QQI Level 5 Component Certificate	<u>Course Content:</u> <ul style="list-style-type: none"> • The Role of the Special Needs Assistant • Equal Opportunities Child Development(Overview) • Theories of Learning and Behaviour • Physical and Intellectual Disabilities • Communications and Language Disabilities • Work Experience* - * 20 Hours work experience is required
Workshops – Recovery College South East	Venue: Training Room, St. Dymphna's Hospital, Athy Road, Carlow Tel: 056 7703666 Email: recoverycollegesoutheast@gmail.com Web: www.recoverycollegesoutheast.com/	29 th January 2019 onwards	Morning or day workshops	Workshops are free, however there is an enrolment fee of €5 per semester per student		Courses and Workshops at the Recovery College are for everyone. <ul style="list-style-type: none"> • 29th January – Good Stress/ Bad Stress • 6th & 7th February – WRAP (Wellness Recovery Action Plan) • 11th & 12th February – Co-production • 21st February – Learning Self Compassion and Kindness for Myself • 27th February – Recovery

						<p>Principles & Practice</p> <ul style="list-style-type: none"> • 6th March – Understanding Depression (4 week workshop, one half day each week) • 2nd April – Understanding and Managing Anxiety (4 week workshop, one half day each week) • 11th April – Music for Mood • 29th May – Recovery Principles & Practice
Career Traineeship in Hospitality – Diploma in Food & Beverage Service	<p>Venue: Carlow Town Provider – KCETB Training Services Contact: Helena Comerford Tel: 056 7813014 Web: www.kcetbtraining.ie Application through your local INTREO Office</p>	<p>4th February 2019</p>	<p>Full time over 37 weeks (ending 18th October 2019)</p>	<p>Free - if you are unemployed, redundant or no longer in full-time education.</p>	<p>City & Guilds</p>	<p>The aim of this course is to enable the learner develop the skills required to work and become certified as a commis waiter. <u>Content:</u> menu knowledge & design, customer service, handling payments, food, beverage and product knowledge., food safety, <u>Timetable</u> – 16 weeks in the classroom followed by 20 weeks – 3 days per week working with the host employer & 2 days per week in the classroom</p>
Information Technology Traineeship – Software Development in Collaboration with IT Carlow	<p>Venue: Carlow Town Provider – KCETB Training Services Contact: Helena Comerford Tel: 056 7813014 Web: www.kcetbtraining.ie Application through your local INTREO Office</p>	<p>4th February 2019</p>	<p>Full time due to finish in May 2020 (65 weeks)</p>	<p>Free - if you are unemployed, redundant or no longer in full-time education.</p>	<p>QQI Level 6 Award (6M0691) – on successful completion learners can apply to year 2 of the Bachelor of Science Software Development Degree in IT Carlow.</p>	<p>The aim of this programme is to produce learners to design, develop and test software components and systems in a workplace environment. <u>Course content:</u> Work Experience, Leadership, Mathematics, Project Management, Relational Database, Object Oriented Programming, Graphical Line Interface Programming, Software Architecture, Networking Fundamentals and Window OS Fundamentals. <u>Entry Req:</u> Leaving Certificate (or equivalent) with maths. Mature students on successful completion of entrance exam</p>

Personal Impact & Influencing Skills	Venue: Carlow Gateway Business Park, Athy Rd Web: www.cktraining.ie Contact: Theresa on 059 9132152, Carlow Kilkenny Skillnet	5 th February 2019	1 day (9.30am-5pm)	€95		Personal impact is about creating self-awareness and strengthening your communication skills to have positive effect on how you interact with others. This course is designed to help build your confidence and enhance your potential both personally & professionally.
Certificate in Data Protection	Springboard Administrator IT Carlow, Kilkenny Road Carlow T: 0599175280 Web: www.itcarlow.ie For more information on Springboard Courses please see www.springboardcourses.ie Application deadline: 1 st February	6 th February 2019	Part time course – 3 days	Free fees – jobseekers and 'returners' to education Please check your eligibility - www.springboardcourses.ie/eligibility	NFQ Level 8 (10 credit module)	Springboard provides part-time places in Higher Education. This course aims to provide a learning opportunity for compliance and/or other relevant professionals to develop the necessary intellectual capital to ensure that their organisations meet their current and future regulatory responsibilities in relation to data protection. Applicants in employment - courses of NFQ Level 7, 8 or 9, 90% of the course fee is paid by the Education Provider. Participants will be liable for the remaining 10% fee.
Coaching for Performance & Success	Venue: Carlow Gateway Business Park, Athy Rd Web: www.cktraining.ie Contact: Theresa on 059 9132152, Carlow Kilkenny Skillnet	6 th February 2019	6 days – 6 th , 13 th , 20 th & 27 th Feb & 6 th & 13 th March (9.30am-5pm)	€495		This coaching skills programme is designed for supervisors, managers, team leads, caseworkers, mediators and other professionals who have responsibility for developing and improving the team and individual performance.
Attract & Retain the Best People to your Business	Venue: Carlow Gateway Business Park, Athy Rd Contact: Theresa on 059 9132152, Carlow Kilkenny Skillnet	13 th February 2019	3 days – 13 th , 20 th & 27 th Feb (9.30am-5pm)	€295		This course will benefit employers and supervisors and anyone who is responsible for recruiting, managing and motivating employees. Web: www.cktraining.ie
Football Association of Ireland (FAI) – Introduction to Adult Coaching	Venue: IT Carlow Email: garry.coady@fai.ie Web: www.fai.ie Booking can be made online	15 th February 2019	15 th Feb – 6.30-9.30pm & 16 th Feb – 9.30am-5.30pm	€120		This course is designed to assist coaches working within the adult game in acquiring the specific knowledge for the development of players within the adult game. Participants must be

						currently coaching in the adult game & have completed child welfare and safeguarding workshop and be Garda Vetted.
Time Management & Personal Effectiveness	Venue: Carlow Gateway Business Park, Athy Rd Web: www.cktraining.ie Contact: Theresa on 059 9132152, Carlow Kilkenny Skillnet	19 th February 2019	1 day (9.30am-5pm)	€95		Participants will develop skills in managing time at work, in order to increase personal performance and effectiveness. Be able to identify areas where time could be managed better. Develop action plans for achievement.
Manual Handling Instructor	Venue: Carlow Gateway Business Centre, Athy Rd, Carlow Web: www.cktraining.ie For more information please call Theresa on 059 9132152, Carlow Kilkenny Skillnet	20 th February 2019	5 days – 20 th & 27 th February & 6 th , 13 th & 20 th March (9.30am-4.30pm)	€395	QQI level 6 component certificate	This course is designed to equip learners with the knowledge and skills necessary to develop and deliver an effective training programme in manual handling in health/social care contexts. There is a large practical element to the course and it is designed to ensure that students will gain the confidence and instructional skills to enable them to deliver effective manual handling training to others.
Diploma Management Effectiveness & Practice	Venue: Institute of Techonolgoy Carlow Web: www.cktraining.ie For more information please call Theresa on 059 9132152, Carlow Kilkenny Skillnet	20 th February 2019	1 day a month for 18 months (9.30am-5pm)	€1600	QQI level 7	This course is specifically for those in or seeking supervisory/team lead roles. It provides a complementary set of modules which allow the student to explore topics such as personal effectiveness, team leadership and change management. It offers an opportunity to gain accreditation through attendance at class based lectures/ workshops and work based assignments and learning guidance.
Coaching For Performance & Success	Venue: Carlow Gateway Business Centre, Athy Rd, Carlow Contact Theresa on 059 9132152, Carlow Kilkenny Skillnet - www.cktraining.ie	6 th March 2019	6 days – 6 th , 13 th , 20 th & 27 th March and 3 rd & 10 th April	€595	QQI level 6 component award	This programme is designed for supervisors, managers, team leads, caseworkers, mediators and other professionals who have responsibility for developing and improving the team and individual performance.

Training Delivery & Evaluation	Venue: Gateway Business Centre, Athy Road, Carlow Web: www.cktraining.ie For more information please call Theresa on 059 9132152, Carlow Kilkenny Skillnet	6 th March 2019	5 days – 6 th , 13 th , 20 th & 27 th March & April 3 rd (9.30am-5pm)	€395	QQI level 6 component award	Previously Train the Trainer Course. This course is designed to introduce the skills necessary to deliver high quality training. <u>Course content:</u> to assist learners to develop the skills to carry out a training needs analysis, the different ways to conduct a training course, the materials to use and how to be creative and innovative and evaluation methods.
First Aid Responder (FAR) Course	Venue: Seven Oaks Hotel Contact: Irish Red Cross Tel: 1890502502 Email: courses@redcross.ie Web: www.redcross.ie <i>Next course date: 12th June 2019</i>	13 th March 2019	3 days (13 th -15 th March) 9.30am-4.30pm	€240	PHECC Cert valid for 2 years	<u>Modules Covered:</u> Patient assessment, incident procedure, Cardiac First Response Community, common medical emergencies, Injury management and shock, care of the unconscious patient, burns and electrical injury care, hypothermia & hyperthermia, information management, communications and the wellbeing of the first aider.
Microsoft Excel –Pivot Tables & Graphs	Venue: Carlow Gateway Business Park, Athy Rd Web: www.cktraining.ie Contact: Theresa on 059 9132152, Carlow Kilkenny Skillnet	13 th March 2019	1 day (9.30am-5pm)	€95		This course is aimed at experienced Excel users that want to build on their current knowledge to set up their own pivot tables & charts. <u>Content</u> – pivot tables, charts data visualisation & dashboards
Forklift, Safe Pass & Manual Handling	Venue: Carlow Town Provider – KCETB Training Services Contact: Bernie Eccles Tel: 056 7813014 Web: www.fetchcourses.ie Application through your local INTREO Office	19 th March 2019	Full time over 4 weeks (ending 13 th April 2019)	Free - if you are unemployed, redundant or no longer in full-time education.		<u>Course content:</u> Safe Pass, manual handling, introduction to health & safety awareness in the workplace, forklift counterbalance and forklift Reach. As this course is only 4 weeks, trainees in receipt of a Social Welfare payment will remain registered with their local DEASP office for payments.
First Aid Response Refresher	Venue: Seven Oaks Hotel Contact: Irish Red Cross Tel: 1890502502	21 st March 2019	2 days – 21 st & 22 nd March 2019	€170	IRC/PHECC Cert valid for 2 years	If you are currently an Occupational First Aider, you can refresh using this course. Web: www.redcross.ie <i>Next course date: 20th June 2019</i>

Communicating with Stakeholders	Venue: Carlow Gateway Business Park, Athy Rd Contact: Theresa on 059 9132152, Carlow Kilkenny Skillnet - www.cktraining.ie	28 th March 2019	1 day (9.30am-5pm)	€95		This programme has been designed to assist senior managers who are responsible for handling communications with a range of stakeholder groups.
Safety Management	Venue: Carlow Gateway Business Park, Athy Rd Web: www.cktraining.ie For more information please call Theresa on 059 9132152, Carlow Kilkenny Skillnet	25 th April 2019	5 days – 25 th April, 2 nd , 9 th , 16 th & 23 rd May 2019	€395	QQI level 6 component award	This course aims:- <ul style="list-style-type: none"> to enable the learner to appreciate the importance of a good safety culture in the workplace. to understand the role and function of management in providing a safe place to work to understand the nature of risk management in the workplace to develop a wide range of skills to implement a safe place of work.
Office Administration (option to specialise in Finance/ Legal/ Medical)	Venue: Carlow Town Provider – KCETB Training Services Contact: Michele Whelan Tel: 056 7813014 Web: www.kcetbtraining.ie Application through your local INTREO Office www.fetchcourses.ie	29 th April 2019	Full time over 41 weeks (ending 7 th February 2020)	Free - if you are unemployed, redundant or no longer in full-time education.	QQI Level 5	<u>Course content:</u> Text production, communications, word processing, information & administration, spreadsheet methods, work practice and reception and front office skills Learners will choose at least one elective module – medical terminology, manual & computerised bookkeeping, manual & computerised payroll, audio transcription and legal practice & procedure
Basic Welding – MMA Flat Horizontal	Venue: Carlow Town KCETB Training Services Contact: Helena Comerford on 056 – 7813014 or email tsu.recruit@kilkennycarlowetb.ie Application through your local INTREO Office www.fetchcourses.ie	29 th April 2019	10 weeks full time	Free - if you are unemployed, redundant or no longer in full-time education.	MMA Fillet Weld	<u>Modules:</u> <ul style="list-style-type: none"> Manual Metal Arc Welding Oxy-Acetylene Welding Preparing For Work Safepass KCETB is accepting expressions of interest for this Basic Welding Course. Please note that the start date will be deferred until they reach the minimum number required to fund same.

BAGENALSTOWN/ LEIGHLINBRIDGE (COURSES)

Course name	Contact Information	Start date	Duration	Cost/ fees	Qualification	Miscellaneous Information
Beginner Computer Courses	Venue: Bagenalstown Family Resource Centre For more information call 059 9722028	Classes are ongoing & at various times based on demand		Free		Why not take the stress out of shopping, taxing the car, banking or if you would like to stay in touch with friends through Skype, then the friendly computer courses could be for you!
Jobseekers Clinic	Venue: Bagenalstown Family Resource Centre - to make an appointment or for further information please call 059 9722028	Ongoing				Do you need help with updating your CV, doing up cover letters, job search, applying for jobs online, filling out job application forms, searching for courses and grant entitlements or feel you could benefit from one-to-one advice and practical support.
Pilates	Venue: Bagenalstown Community Centre	Ongoing	Monday nights @ 6pm			Suitable for beginners and improvers. Tel: Therese on 087 7731206 Web: www.tmpilates.com
Crochet Classes	Venue: Ballinkillen Lorum Community Centre	Ongoing	Tuesdays at 7.30pm			For more information please contact the centre on 089 2578122
Fit4Mums	Venue: Ballinkillen Lorum Community Centre Tel: 089 2578122	Ongoing	Wednesdays @ 9.45am or 6.30pm			Class takes place in the gym room every Wednesday. Suitable for all fitness levels.
Tiber Security Solution Courses	Venue: TSS Training Suite, Bagenalstown For further information please call Tiber Security Solutions on 059 9722279 www.tibersecuritysolutions.ie	Ongoing	Varies depending on the course	Varies depending on the course/ workshop – costs available on the Tiber Security website	Varies depending on the course – information available on the Tiber Security website	Static & Retail Security (QQI Level 4) – 8 th January 2019 Door & Event Security Procedures (QQI Level 4) – 8 th January Combined – Guarding & Retail Security & Door & Event Security (QQI 4) – 8 th January Manual Handling – 8 th January
Barrow Training Courses & Workshops	Venue: Carlow Town Barrow Training Tel: 059 9721416 Email: info@barrowtraining.ie	Ongoing	Varies	Varies depending on the course/ workshop – costs available on the Barrow Training	Varies depending on the course/ workshop – check www.barrowtraining.ie for more	<ul style="list-style-type: none"> • Communications (QQI 5) – 14th January • Special Needs Assisting (QQI 5) – 18th January • Care Skills & Care of the Older

	Web: www.barrowtraining.ie			website	information	Person (2 modules – QQI 5) – 24 th January <ul style="list-style-type: none"> • Manual & People Handling – 30th January • Safety Management (QQI 6) – 13th February • Special Needs Assisting (QQI 6) – 28th February
Yoga	Venue: Ballinkillen Lorum Community Centre Call/ text Trina on 085 7287621 or tkdiya@gmail.com	3 rd January 2019	6 Thursdays @ 8pm	€50		Stretch, strengthen & relax. This course is ideal for people who enjoy a variety of activities and sports and would like to increase their strength and flexibility while preventing injury. Suits all levels. Beginners are welcome.
Healthy Street Programme	Venue: Ballinkillen Lorum Community Centre Contact Emer on 0879567537/ emerw.bagenalstownfr@gmail.com	8 th & 10 th January 2019	Tuesdays – 10am-12pm and Thursdays 6.30-7.30pm	Free		Would you or your family be interested in getting involved in a free healthy programme covering healthy eating, fun physical activities for the whole family and much more, then this programme could be for you! Places are limited so booking is required.
Mixed Media Valentine's Workshop	Venue: Class Craft's Carlow, Kilean, Aughabeg Corries, Bagenalstown R21AZ25	12 th or 26 th January 2019	1 day 10am-4pm	€40 – all materials plus tea, coffee and biscuits provided		A mixed media heart will be made in the morning followed by 2-3 cards in the afternoon depending on attendees abilities. For more information please message or phone Tina on 086 8511593
Forklift Driving Course	Venue: Bagenalstown	21 st January 2019	3 weeks full time	Free to eligible participants and job seekers	This is a module on the HGV (heavy goods vehicle) course	Only 2 places available! If you are interested in this course please contact the KCETB Training Services on 056-7813014 for more information.

BALLON/ RATHOE

Course name	Contact Information	Start date	Duration	Cost/ fees	Qualification	Miscellaneous Information
Ballon/ Rathoe Walking Group	Venue: Ballon GFC, Fenagh Rd, Carlow	Ongoing	Thursdays 6.45pm	Free		This is an open group. Feel free to join at any time. For further information contact Sharon on 087 6887933/ Louise on 087 0950237
Early Childhood Care & Education	Venue: Rathoe Training Hub Contact: Fiona Dunne on 059 9179376 or email fdunne@kcetb.ie Course Provider - BTEI	January 2019	2 mornings per week (10am-1pm) two year course – days to be confirmed	Free:- to social welfare recipients or medical card holders or those without a Leaving Certificate	QQI Level 5 Major Award	Would you like a career in childcare? Modules: Child Development, Child Health & Well Being, Early Care & Education Practice, Work Experience, Early Childhood Education & Play, Team working, Special Needs Assisting & Children with Additional Needs
Health Care Support	Venue: Rathoe Training Hub Contact: Fiona Dunne on 059 9179376 or email fdunne@kcetb.ie Course Provider - BTEI	January 2019	2 evenings per week (6.30pm-9.30pm (two year course) – days to be confirmed	Free:- to social welfare recipients or medical card holders or those without a Leaving Certificate	QQI Level 5 Major Award	Would you like a career as a Health Care Assistant? Modules: Care Support, Care Skills, Safety & Health at Work, Work Experience, Infection Prevention & control, Care of the Older Person, Activities of Living Patient Care & Communications. Participants will also have the option of completing Manual & Patient Handling and Occupational First Aid courses
Office Administration	Venue: Ballon Business & Training Centre Contact: Fiona Dunne on 059 9179376 or email fdunne@kcetb.ie	8 th January 2019	2 mornings per week – Tuesdays & Fridays (9.30am-12.30pm)	Free:- to social welfare recipients or medical card holders or those without a Leaving Certificate	QQI Level 5 Major Award	Modules: Word Processing, Information & Administration, Text Production, Communications, Work Experience, Payroll (manual & computerised), Accounts (manual & computerised) and Spreadsheet Methods
Gentle Yoga	Ballon Business & Training Services	10 th January 2019	13 Thursdays 9.30am-10.30am	€90 or €10 per class		For more information please contact Maria on 087 6421820 - https://www.mariabyoga.com/

Chair Yoga	Ballon Business & Training Services	11 th January 2019	10 Fridays 10.30am-11.30am	€80 or €10 per class		For more information please contact Maria on 087 6421820 - https://www.mariabyoga.com/
Managing Your Money	Venue: Ballon Business & Training Services Tel: 059 9159447/ info@bbts.ie	14 th January 2019	6 Mondays (10am-12pm)	€50 – payable in instalments.		Wouldn't it be nice if there was a magic formula or one easy trick that made it so you never had to worry about money again? Maybe it's time to get a hold on your personal finances. Topics – Food, Rent, Bills & Savings
Cookery Classes	Venue: Ballon Business & Training Services Tel: 059 9159447/ info@bbts.ie	17 th January 2019	4 Thursdays (10am-12.30pm)	€50		Cookery classes with Marjella Johnston. Kick start the New Year to a Healthy New You! Freezer Cooking for Busy Moms & Cheap and Healthy Meals
Football Association of Ireland (FAI) – Safeguarding 1 Workshop	Venue: Burrin Celtic FC, Fenagh Rd, ballon Email: garry.coady@fai.ie Web: www.fai.ie Booking can be made online	22 nd January 2019	1 evening (7-10pm)	€10		This is a mandatory course for any person working or volunteering with children in football in any capacity. This course educates participants on the implementation of best practice in protecting the welfare of all children involved in football.
Sewing	Venue: Ballon Business & Training Services Email: info@bbts.ie	1 st February 2019	4 Fridays (9.30am-12.30pm)	€35		Bring your own sewing machine and learn how to make a garment. Contact the centre on 059 9159447 for more information.
Yoga	Venue: Rathoe Training Hub	7 th February 2019	Thursdays 7-8pm	€50 for six weeks		For more information please contact the training hub on 059 9148879/ info@rathoecommunitychildcare.com

BORRIS/ ST. MULLINS

Course name	Contact Information	Start date	Duration	Cost/ fees	Qualification	Miscellaneous Information
Bridge Classes	Venue: Borris Vocational School	Ongoing	Tuesdays			Further information available from 087 9274577
Yoga classes	Borris Focus Centre	Ongoing	Wednesdays – 7.30pm-8.30pm			To book your place or for more information please call or text 083 8267871

HACKETSTOWN/ RATHVILLY

Course name	Contact Information	Start date	Duration	Cost/ fees	Qualification	Miscellaneous Information
Country Jiving Classes	Venue: Clonmore Community Centre	Mondays	8-9.30pm	€10 per class		Classes will cover jiving, quickstep, foxtrot and lots more. For more information please call Emma on 086 2011244
Knitting & Stitching Group	Venue: St. John's Hall For more information call 087 6292436	Tuesdays	Tuesdays (2-4pm)			More knitters are needed to knit simple jumpers for African babies.
Bring Your Own Project Morning	Venue: Slaney Handcraft Studio, Rathvilly	Wednesday mornings Thursday evenings	10.30am-12.30pm 7-9pm	€10 per class		Bring your own project which you are working on, thinking of starting or even just dreaming about! Beginners are also welcome. Own sewing machine required. Tel: Tomomi 0857749774/ slaneyhandcraft@gmail.com
Beginners Patchwork Quilt Class	Venue: Slaney Handcraft Studio, Rathvilly	15 th January 2019	6 Tuesdays starting at 7pm			For more information please contact Tomomi 0857749774/ slaneyhandcraft@gmail.com
Classes due to start soon in the CORE	Venue; CORE Centre Hacketstown Facebook page - www.facebook.com/Hacketstown-community-group-195828833801262/	Starting soon – please register your interest				Coming Soon – register your interest for the following courses on the CORE Facebook page:- <ul style="list-style-type: none"> • Creative Design • Sewing • Lace Making • Up Cycling of Old Jewellery • Creative Writing
Further Education Courses in Colaiste Eoin, Hacketstown – Evening Courses	Venue: Colaiste Eoin, Hacketstown For further information please contact the school on 059 6471198/ email: ceoifig@eircom.net	7 th January 2019	6 Monday evenings		QQI level 5 & 6 modules	Have you thought about gaining QQI certification? Level 5 Healthcare and Levels 5 & 6 Childcare modules available part time on Monday evenings, starting 7 th Jan 2019 at Colaiste Eoin Contact 087 4144395 for more information. Web: www.colaiisteoinhacketstown.ie

TULLOW- UPCOMING COURSES

Course name	Contact Information	Start date	Duration	Cost/ fees	Qualification	Miscellaneous Information
Conversational English classes (Failte Isteach)	Venue: Forward Steps Family Resource Centre	Ongoing	Thursday evenings (6-8pm)	Free		Failte Isteach Free Conversational English classes. For more information please call Sandra on 0851218811
Men's Shed	Venue: Flynn's Old Garage, Church Street, Tullow For more information please call Paul on 087 6105170	Ongoing	Mondays & Wednesdays 10am-12pm Tuesdays & Thursdays 7-9pm			We are always open to new members and to visitors. We are from all walks of life and ages. So if you are interested in getting involved or have an idea to try out or to share or if you just want a chat and a cuppa- then our shed is the place to be!
Craft Classes – Card Making	Venue: Ballyconnell Hall	Monday nights	7pm			Everyone is welcome to attend. For more information please call 059 9156108
Walking Group	Venue: Meet at Tullow Car Park	Tuesdays	11am			Open to members and non-members of Tullow Active Retirement, unemployed, employed or retired.
Knitting & Crochet Club	Venue: Forward Steps Family Resource Centre	Tuesdays	Tuesdays 7-9pm			Come have a chat and a cuppa. Everyone is welcome. Further information please call 059 9152776
Line Dancing plus Tango & Box Waltz	Venue: Tullow Parish Centre	Tuesdays	11am-12.30pm			For more information please contact Tim Madden on 087 2345012. Beginners welcome.
Mixed Level Hatha Yoga	Venue: Teach Bhride Tel: Pam Butler on 086 0891141	Tuesdays	8-9.15pm	€120 for full term		Beginners welcome
Tai-Chi	Venue: Parish Centre Tel: Jen on 9152776/ 086 8555294	Wednesdays	10am-12pm			If you would like to increase your strength & vitality, enhance your internal focus & extend your inner radiance then this might be the course for you!
Tai- Chi	Venue: Teach Bhride Tel: Michael on 087 695285	Thursdays	11am			Open to members and non-members of Tullow Active Retirement, unemployed, employed or retired.

Waltz Jive & Foxtrot Line Dancing	Venue: Tullow Parish Centre	Thursdays	8-9.30pm			For more information please contact Tim Madden on 087 2345012. Beginners welcome
Yoga	Venue: Teach Bhride Tel: Imelda on 086 1045326	Fridays	11am			Open to members and non-members of Tullow Active Retirement, unemployed, employed or retired.
Pilates	Venue: Teach Bhride	Fridays	2 classes (7-8pm or 8-9pm)			For more information please call Jen in the Family Resource Centre on 059 9152776
Football Association of Ireland (FAI) – PDP 2 (Player Development Plan)	Venue: Parkville United AFC Grounds, Hawkins Lane, Tullow Email: garry.coady@fai.ie Web: www.fai.ie Booking can be made online	19 th January 2019	2 days Saturday and Sunday	€75		This course is designed to assist coaches in the development of players (aged 9-12 years) soccer specific and FUNdamental movement in game related functions, progressing into small sided games. Learners should have completed the Safeguarding 1 course & be Garda Vetted

ONLINE COURSES

Courses	Course Provider	Start date	Cost/ fees	Miscellaneous Information
<ul style="list-style-type: none"> • Programming • Mobile Technology/ Development Platform • Web/ Software Development • Database • Platform Administration • Networking/ PC Maintenance • Project Management • Office Applications 	SOLAS e-college www.ecollege.ie	Continuously	<p>These courses are available free of charge to unemployed clients (jobseeker's in receipt of Jobseeker's Allowance, Jobseeker's Benefit, Disability Allowance or One Parent Family Allowance and those signing on for credits are eligible for online or blended training).</p> <p>The courses are also open to the general public and the fees can be paid online – fees vary depending on the course.</p>	<ul style="list-style-type: none"> • Jobseekers should apply at their local Intreo Employment Services Office. • Fee paying applicants can apply online. • All SOLAS online courses have a 14 week duration. • However, the learner will continue to have access to the course/materials for a further 10 weeks.
<ul style="list-style-type: none"> • QQI level 2 qualification e.g. of some subjects - writing, listening and speaking, shape and space, data handling, personal decision making, setting learning goals, using technology, computer skills • QQI level 3 qualifications e.g. of some subjects – maths, communications, personal and interpersonal skills, computer literacy, digital media, internet skills, career preparation, health & safety awareness, managing personal finances 	National Adult Literacy Agency www.writeon.ie & www.nala.ie Freephone: 1800202065 or free text 'Learn' to 50050	Continuously	Free	<ul style="list-style-type: none"> • This website also allows adults to check their skill level • Qualifications at QQI level 2 & 3

<ul style="list-style-type: none"> • Food Safety Essentials • Principles of HACCP & Food Safety • Manual Handling • Fire Safety Awareness • Food Allergen Awareness • Serving Alcohol Sensibly • Selling Alcohol Sensibly • Health & Safety Induction • Retail Customer Care Awareness • Early Childhood Care & Education (ECCE) QQI Level 5 & 6 modules 	<p>Barrow Training & Consultancy www.barrowtraining.ie Tel: 059 9721416/ info@barrowtraining.ie</p>	Continuously	<ul style="list-style-type: none"> • Food Safety Essentials - €60 • Principles of HACCP & Food Safety - €90 • Manual Handling <ul style="list-style-type: none"> ○ Learner goes to centre - €60 ○ Barrow Training goes to the learner - €80 • Fire Safety Awareness - €60 • Food Allergen Awareness - €35 • Serving Alcohol Sensibly - €25 • Selling Alcohol Sensibly - €25 • Health & Safety Induction - €20 • Retail Customer Care Awareness - €25 • ECCE modules - €199 per module 	
<ul style="list-style-type: none"> • eLearning with Universal Class – offers 400 educational and leisure courses. All members can enrol in up to 5 courses, with 6 months to complete each. All courses have real instructors with whom you can communicate via email. • eLanguage Learning with Mango – this resource teaches real conversations in over 70 foreign languages. 	<p>Carlow Library Services – Carlow Town, Tullow, Bagenalstown & Borris www.carlowlibraries.ie Tel: (059)9129705</p>	Continuously	Free to library members. Membership at any Carlow library is completely free. Call into your nearest branch for more details.	

Although every effort is made to ensure that the information contained on this information sheet is accurate it is essential readers should check with the appropriate organisation for the latest information. Co. Carlow AEGIS, accepts no responsibility for the accuracy of the information contained (or subsequent changes to courses) in this document or for any actions arising from its use.