

## OPEN DAYS

**Institute of Technology Carlow**  
**Virtual Open Day on 26<sup>th</sup> November 2020**  
[www.itcarlow.ie](http://www.itcarlow.ie)

IT Carlow hosts a number of Open Days every academic year, providing students the opportunity to explore the Institute's campus and facilities and to meet with lecturers and current students to discuss courses and career opportunities. On November 26<sup>th</sup>, students will have an opportunity to speak to lecturers and staff in a live Q&A session, learn about the CAO options and sports and find out everything you need to know about applying to IT Carlow. If you require further information on the Carlow Campus Open Day, please contact Mary Bates at [mary.bates@itcarlow.ie](mailto:mary.bates@itcarlow.ie)

**Carlow College**  
**Virtual Open Days – 4<sup>th</sup> & 5<sup>th</sup> December 2020**

Carlow College, St. Patrick's will be hosting their virtual Open Days áon Friday, 4th December from 12pm-7pm and Saturday, 5th December from 10am-3pm. For more information please contact Brianna Byrne on 059 9153200/ [bbyrne@carlowcollege.ie](mailto:bbyrne@carlowcollege.ie). and for information on courses in Carlow College you can go to their website – [www.carlowcollege.ie](http://www.carlowcollege.ie)

## COMMUNITY EMPLOYMENT OPPORTUNITIES

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

- **3 Support Workers** (Rehab Care) Job Ref No: CES-2158020
- **1 Caretaker** (Rehab Care) Job Ref No: CES-2159877

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

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

These vacancies can be found on [www.jobsireland.ie](http://www.jobsireland.ie) or call (059) 9134887 or 085 8584187 for further information.

**CHECK  
THIS  
OUT!!!**

**COVID-19**

As these are very challenging times, it is important that you check with course providers regarding any changes to their course provision as a result of COVID-19 restrictions.

We hope you find this update helpful and if you have any questions please call the Adult Educational Guidance & Information Service on 059 9133123 or email: [info@carlowadultguidance.ie](mailto:info@carlowadultguidance.ie). We look forward to hearing from you.

**UPCOMING COURSES - CARLOW TOWN**

Course name	Contact Information	Start date	Duration	Cost/ fees	Qualification	Miscellaneous Information
<b>Conversational English Classes (Fáilte Isteach)</b>	Venue: <b>Online</b> Contact Dylan Thomas on (059) 972 0733/ (086) 4108330	Ongoing	Tuesday & Thursdays at 10am	Free		The classes are currently running on Tuesday and Thursday mornings at 10am. The classes are being delivered on Zoom
<b>e-Language Learning with Carlow Libraries</b>	Venue: <b>Online</b> Carlow Library Services – Carlow Town, Tullow, Bagenalstown & Borris <a href="http://www.carlowlibraries.ie">www.carlowlibraries.ie</a> Tel: (059) 9129705	Ongoing		Free to library members. Membership at any Carlow library is free.		e-Language Learning with Transparent Language online – this resource teaches real conversations in over 110 foreign languages. Learners have the flexibility they need to learn a new language anytime, anywhere.
<b>e-Learning with Carlow Libraries</b>	Venue: <b>Online</b> Carlow Library Services – Carlow Town, Tullow, Bagenalstown & Borris <a href="http://www.carlowlibraries.ie">www.carlowlibraries.ie</a> Tel: (059) 9129705	Ongoing		Free to library members. Membership at any Carlow library is free.		eLearning with Universal Class – offers over 400 educational and leisure courses. All members can enrol on up to 5 courses, with 6 months to complete each. All courses have real instructors with whom you can communicate via email.
<b>e-College - SOLAS Online Courses</b>	Venue: <b>Online</b> E-College Tel: 1800 855831 E: <a href="mailto:ecollegeinfo@solas.ie">ecollegeinfo@solas.ie</a> Web: <a href="http://www.ecollege.ie">www.ecollege.ie</a>	Continuous	Varies – depending on the course	These courses are temporarily being made available free of charge to those impacted by Covid-19 containment measures	All courses result in industry certification such as Microsoft to Adobe to many more. Varies – depending on the course	Courses available in the following areas: <ul style="list-style-type: none"> <li>• Business</li> <li>• Computer Programming</li> <li>• Data Science</li> <li>• Databases</li> <li>• IT Professional</li> <li>• Office Productivity</li> <li>• Web and Graphic Design</li> </ul>

<b>Reading, Writing, Maths &amp; Technology Courses</b>	Venue: <b>Online</b> National Adult Literacy Agency <a href="https://courses.nala.ie">https://courses.nala.ie</a> Freephone: 1800 202065	Continuous	Part time – varies depending on the course	Free	QQI certification	<ul style="list-style-type: none"> <li>• QQI Level 2 qualification example of some subjects – Reading, Writing, Using Technology, Quantity &amp; Number, Pattern &amp; Relationship, Listening and Speaking, Personal Decision Making, Setting Learning Goals</li> <li>• QQI Level 3 qualifications example of some subjects – Personal Effectiveness, Communications, Career Preparation</li> <li>• New subjects due to start in November &amp; December</li> </ul>
<b>CPC Training – Truck &amp; Bus Drivers (Continual Professional Development)</b>	Venue: Seven Oaks Hotel Training Provider – CPC.ie Tel: 087 6363003 or 066 7185556 Email: <a href="mailto:info@cpc.ie">info@cpc.ie</a> Web: <a href="http://www.cpc.ie">www.cpc.ie</a>	Ongoing	1 day per module	€59 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"> <li>• 1<sup>st</sup> Nov - The Professional Truck Driver</li> <li>• 8<sup>th</sup> Nov - Health &amp; Safety of the Professional Driver</li> <li>• 14<sup>th</sup> Nov - Minimising Risks &amp; Managing Emergencies</li> <li>• 22<sup>nd</sup> Nov - Control of Vehicle &amp; Eco Driving Techniques</li> <li>• 28<sup>th</sup> Nov - Role of the Professional Driver in the Transport Industry</li> </ul>
<b>Pitman Training Carlow Kilkenny</b>	Venue: <b>Blended (Online) Learning</b> Wexford Road Business Park, Carlow R93 K260 Tel: (059) 918 2415/ (085) 1639351 Email: <a href="mailto:carlow@pitman-training.ie">carlow@pitman-training.ie</a> Web:	Ongoing	Varies depending on the course	Varies depending on the course – please contact course provider	Varies depending on the course	<b>Courses</b> <ul style="list-style-type: none"> <li>• Office Manager Diploma</li> <li>• Executive PA Diploma</li> <li>• HR Assistant Diploma</li> <li>• Legal Secretary Diploma</li> <li>• Medical Secretary Diploma</li> <li>• Secretarial Diploma</li> <li>• Typing &amp; Keyboard Skills</li> <li>• Microsoft Office Diploma</li> <li>• Bookkeeping Diploma</li> </ul>

	<a href="http://www.pitman-training.ie/our-centres/carlow">www.pitman-training.ie/our-centres/carlow</a>				<ul style="list-style-type: none"> <li>• Foundation Diploma in Bookkeeping with AAT</li> <li>• Accounting Technician Diploma with AAT</li> <li>• Professional Diploma in Accounting with AAT</li> <li>• Advanced Diploma in Accounting with AAT</li> <li>• Office Skills Diploma</li> <li>• Office IT Diploma</li> <li>• IT Office Administrator Diploma</li> <li>• Advanced IT Support Technician Diploma with CompTIA</li> <li>• Advanced IT Security Engineer Diploma with CompTIA</li> <li>• IT Support Technician Diploma with CompTIA</li> <li>• Network Support Technician Diploma with CompTIA</li> <li>• Server Support Technician Diploma with CompTIA</li> <li>• Software Developer Diploma (MTA)</li> <li>• Programming Fundamentals Diploma</li> <li>• Advanced Software and Web Developer Diploma</li> <li>• Graphic Design Diploma with Adobe ACA</li> <li>• Web Developer Diploma</li> <li>• Web Design Specialist Diploma</li> <li>• Marketing Assistant Diploma</li> <li>• Digital Marketing Diploma with the Digital Marketing Institute</li> <li>• Pitman English</li> <li>• Pitman English Diploma</li> <li>• Management Diploma</li> </ul>
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						<ul style="list-style-type: none"> <li>• Project Management Diploma</li> <li>• Professional Development Diploma</li> <li>• Business Start-Up Diploma</li> <li>• Effective Business Communication</li> <li>• Social Media for Business Diploma</li> <li>• Event Management Diploma</li> </ul>
<b>Barrow Training Courses &amp; Workshops</b>	Venue: <b>Blended (Online) Learning</b> Barrow Training Tel: 059 9721416 E: <a href="mailto:marketing@barrowtraining.ie">marketing@barrowtraining.ie</a> W: <a href="http://www.barrowtraining.ie">www.barrowtraining.ie</a>	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"> <li>• QQI Level 5 minor and major awards in Healthcare</li> <li>• QQI Level 5 minor and major awards in Childcare</li> <li>• Manual &amp; Patient Handling</li> <li>• First Aid Response (FAR)</li> <li>• FAR Refresher course</li> </ul>
<b>First Aid Responder (FAR) Course</b>	Venue: Carlow Town Contact: Ali on 0878231276 Web: <a href="http://www.aliactivetraining.com">www.aliactivetraining.com</a>	November 2020	Dates to be confirmed	Please contact course provider	PHECC Cert valid for 2 years	<u>Modules:</u> Patient assessment, incident procedure, Cardiac First Response, common medical emergencies, injury management and shock, care of the unconscious patient, burns and electrical injury care, hypothermia & hyperthermia, information management and the wellbeing of the first aider.
<b>Walk to Jog Programme</b>	Venue: <b>Online Support</b> Contact: Carlow Sports Partnership on 059 9136205 Bookings at - <a href="http://www.eventbrite.ie">www.eventbrite.ie</a>	2 <sup>nd</sup> November 2020	6 Mondays at 7pm	Free		Online support to assist people to progress from walking to jogging within a 5km distance of their home. Support will be provided through an exclusive Facebook group and direct contact with the tutor Joe Dunny. Participants exercise as part of a virtual group. This initiative is free but limited to 50 people
<b>Welding – Basic/ Intermediate/ Advanced Levels (MMA/ TIG/ MIG &amp; Coded Pipe)</b>	Venue: Arc Training, Newacre, Athy Road, Carlow Contact Aine Byrne on 059 9131624/ <a href="mailto:abyrne@thompson.ie">abyrne@thompson.ie</a> Web: <a href="http://www.arctrainingsolutions.com">www.arctrainingsolutions.com</a>	3 <sup>rd</sup> November 2020	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	All types & all levels - Manual Metal Arc (MMA)/ Tungsten Inert Gas (TIG) /Metal Inert Gas (MIG)/ Coded Pipe <ul style="list-style-type: none"> <li>• Under Health and Safety, participants on this course must not wear contact lenses</li> <li>• Participants must have good hand/eye co-ordination and good manual dexterity</li> </ul>

					ability. The tutor will advise on the test best for learners at the time.	<ul style="list-style-type: none"> <li>Participants must bring their own Personal Protective Equipment i.e. overalls, steel toe cap boots, welding shield etc.</li> </ul>
<b>Train the Trainer</b>	Venue: <b>Online</b> Provider: Carlow Kilkenny Skillnet For more information please call Jacqueline on 059 9132152 Bookings – <a href="http://www.eventbrite.ie">www.eventbrite.ie</a>	4 <sup>th</sup> November 2020	2 days – (10am-5pm) (4 <sup>th</sup> & 11 <sup>th</sup> November)	€75		The course is aimed specifically at those with 'front-line' responsibility for training others in organisations and is designed to equip participants with the basic knowledge and tools to plan, develop and deliver internal training for skill-based operations. <a href="https://carlowkilkennyskillnet.ie/">https://carlowkilkennyskillnet.ie/</a>
<b>English for Speakers of Other Languages</b>	Venue: Carlow Adult Learning Centre, Tullow Road, Carlow Tel: 059 9135544 Apply on <a href="http://www.fetchcourses.ie">www.fetchcourses.ie</a> Email: <a href="mailto:info@carlowadultlearningcentre.ie">info@carlowadultlearningcentre.ie</a>	Starting the week of 9 <sup>th</sup> November 2020	Part time courses	Free		Structured English language classes to improve your use of English and your confidence in using English for speaking, listening, reading and writing. <ul style="list-style-type: none"> <li>QQI Level 1 &amp; 2 courses in English for Speakers of Other Languages (ESOL)</li> <li>QQI Level 2 ESOL – 16<sup>th</sup> November</li> </ul>
<b>Courses in the Carlow Adult Learning Centre</b>	Venue: Carlow Adult Learning Centre, Tullow Road, Carlow Tel: 059 9135544 Apply on <a href="http://www.fetchcourses.ie">www.fetchcourses.ie</a>	Starting the week of 9 <sup>th</sup> November	Part time courses - varies depending on the course	Free	QQI certification	<ul style="list-style-type: none"> <li>Driver Theory Preparation</li> <li>QQI Level 2 in Personal Decision Making</li> <li>QQI Level 2 in Reading</li> <li>QQI Level 3 in Communications –</li> <li>QQI Level 4 ICT</li> </ul> Email: <a href="mailto:info@carlowadultlearningcentre.ie">info@carlowadultlearningcentre.ie</a>
<b>Sustainability for Business</b>	Venue: <b>Online</b> Provider: Carlow Kilkenny Skillnet For more information please call Jacqueline on 059 9132152	11 <sup>th</sup> November 2020	11am-1pm	€30		The aim of this course is to help SME's to unlock the sustainable solutions within their operations and reduce costs on everything from waste to water, packaging and deliveries <a href="https://carlowkilkennyskillnet.ie/">https://carlowkilkennyskillnet.ie/</a> Bookings – <a href="http://www.eventbrite.ie">www.eventbrite.ie</a>

<b>Sports Inclusion and Disability Awareness</b>	Venue: <b>Online</b> Contact: Carlow Sports Partnership on 059 9136205	12 <sup>th</sup> November 2020	1 evening (7pm-8.30pm)	Free		This webinar is aimed at anyone interested in taking the first step to making their activities inclusive. Bookings at <a href="http://www.eventbrite.ie">www.eventbrite.ie</a>
<b>Garda Vetting Officer Training</b>	Venue: <b>Online</b> Contact the Volunteer Centre on 059 9173033 or email <a href="mailto:natasha@volunteercarlow.ie">natasha@volunteercarlow.ie</a> Bookings: <a href="http://www.eventbrite.ie">www.eventbrite.ie</a>	12 <sup>th</sup> November 2020	11am-12.30pm	Free		This training is compulsory for Organisations that need to garda vet their volunteers/employees. It covers an overview of the legislation and your responsibilities as Garda Vetting Officer. This training will guide you through the process of E-Vetting from beginning to end.
<b>Start Your Own Business – Is Self-Employment for You?</b>	Venue: <b>Online</b> Contact: Enterprise House, O'Brien Road, Carlow Tel: 059 9129783 <a href="mailto:enterprise@carlowcoco.ie">enterprise@carlowcoco.ie</a> Web: <a href="http://www.localenterprise.ie/carlow">www.localenterprise.ie/carlow</a>	17 <sup>th</sup> November 2020	2 mornings – 17 <sup>th</sup> & 18 <sup>th</sup> November (10am-1pm)	€10		This course is designed for those who are in the early stages of considering whether to take the plunge in self-employment: It ensures that participants are fully aware of key tasks, issues and steps involved in starting a business. <b>Running again: 7<sup>th</sup> December</b>
<b>Basic Book Keeping</b>	Venue: <b>Online</b> Contact: Enterprise House, O'Brien Road, Carlow Tel: 059 9129783 <a href="mailto:enterprise@carlowcoco.ie">enterprise@carlowcoco.ie</a>	17 <sup>th</sup> November 2020	4 evenings (7pm-9pm)	€20		The programme aims to provide the learner with an introduction to bookkeeping terms and principles and the knowledge and skill to operate a manual bookkeeping system. Web: <a href="http://www.localenterprise.ie/carlow">www.localenterprise.ie/carlow</a>
<b>Safeguarding 2 – Child Welfare &amp; Protection</b>	Venue: <b>Online</b> Contact: Carlow Sports Partnership on 059 9136205	17 <sup>th</sup> November 2020	1 evening (6.45pm-9.45pm)	€22.20		This course will help the Club Children's Officer to carry out the function of their role in the club and support the implementation of best practice in the club. Bookings at <a href="http://www.eventbrite.ie">www.eventbrite.ie</a>
<b>Basic MMA Welding</b>	Venue: Arc Training, New Acre Carlow, R93XK19 Contact: Olive Morrissey on 056 7813014 in KCETB Training Services	23 <sup>rd</sup> November 2020	5 weeks – full time	Free to eligible applicants		The aim of this course is to up-skill and accredit job seekers and crafts-persons to the first level of MMA Flat-Horizontal welding of plate using MMA (stick welding) process.

	Course information and application at – <a href="http://www.fetchcourses.ie">www.fetchcourses.ie</a>					<b>Content:</b> Manual Metal Arc Welding (MMA)/
<b>Manual Handling Instructor</b>	Venue: <b>Online</b> Barrow Training Tel: 059 9721416 E: <a href="mailto:marketing@barrowtraining.ie">marketing@barrowtraining.ie</a> W: <a href="http://www.barrowtraining.ie">www.barrowtraining.ie</a>	23 <sup>rd</sup> November 2020	4 days – 23 <sup>rd</sup> & 30 <sup>th</sup> November & 7 <sup>th</sup> & 14 <sup>th</sup> December	€495	QQI Level 6 Minor Award	The purpose of this course is to equip the learner with the knowledge, skill and competence to effectively design and deliver manual handling instruction in the workplace. Skills demonstrations are recorded remotely for submission eliminating the requirement to attend in person in these challenging times.
<b>Health and Safety Compliance Management</b>	Venue: <b>Online</b> Provider: Carlow Kilkenny Skillnet For more information please call Jacqueline on 059 9132152 Bookings – <a href="http://www.eventbrite.ie">www.eventbrite.ie</a>	24 <sup>th</sup> November 2020	2 mornings (10am-12pm) – 24 <sup>th</sup> November & 1 <sup>st</sup> December	€50		The costs associated with not managing health and safety far outweighs the costs of managing health and safety for your business. This is a new health and safety compliance management course suitable for a wide range of businesses <a href="https://carlowkilkennyskillnet.ie/">https://carlowkilkennyskillnet.ie/</a>
<b>Beginners Computer Course</b>	Venue: Enterprise House, O'Brien Road, Carlow Contact: <a href="mailto:Tara.Kelly@kilkenncarlowetb.ie">Tara.Kelly@kilkenncarlowetb.ie</a> or phone 059 9135544	30 <sup>th</sup> November 2020	2pm-4:15pm Monday-Thursday (2 weeks)	Free		Are you having trouble working your phone, tablet or laptop? The Carlow Adult Learning Services are running FREE short courses for beginners. Priority places for those in receipt of a DEASP payment.
<b>Intermediate Computer Courses</b>	Venue: Enterprise House, O'Brien Road, Carlow Contact: <a href="mailto:Tara.Kelly@kilkenncarlowetb.ie">Tara.Kelly@kilkenncarlowetb.ie</a> or phone 059 9135544	30 <sup>th</sup> November <u>or</u> 7 <sup>th</sup> December <u>or</u> 14 <sup>th</sup> December	10am-12pm on Mons & Weds & 10am-1pm on Thursdays (2 weeks)	Free		Are you having trouble working your phone, tablet or laptop? The Carlow Adult Learning Services are running FREE short intermediate courses on the 30 <sup>th</sup> November, 7 <sup>th</sup> December and 14 <sup>th</sup> December. Priority places for those in receipt of a DEASP payment.
<b>Christmas Card Painting</b>	Venue: <b>Online</b> KCETB Virtual Community Education	2 <sup>nd</sup> December 2020	3 Wednesdays (7-8.30pm)	Free		For this Christmas season KCETB Virtual Community Education is offering a Painting Cards course online. This course is free – you simply need a computer, laptop or iPad.

	Contact Fiona on 059 9179376/ <a href="mailto:fdunne@kcetb.ie">fdunne@kcetb.ie</a>					
<b>Christmas Cooking</b>	Venue: <b>Online</b> KCETB Virtual Community Education Contact Fiona on 059 9179376/ <a href="mailto:fdunne@kcetb.ie">fdunne@kcetb.ie</a>	3 <sup>rd</sup> December 2020	3 Thursdays (7-9pm)	Free		For this Christmas season KCETB Virtual Community Education is offering a Christmas Cooking course online e.g. Yule log, mince pies, gingerbread or Christmas cookies This course is free – you simply need a computer, laptop or iPad.
<b>First Aid Responder</b>	Blended Learning Provider: Carlow Kilkenny Skillnet For more information please call Jacqueline on 059 9132152 Bookings – <a href="http://www.eventbrite.ie">www.eventbrite.ie</a>	5 <sup>th</sup> January 2021	2 days – online with 1-day classroom based for practical elements	€195	PHECC	First Aid is the initial assistance or treatment given to someone who is injured or suddenly taken ill. The Pre-Hospital Emergency Care Council (PHECC) certified course has replaced the QQI certified 'Occupational First Aid' course. <a href="https://carlowkilkennyskillnet.ie/">https://carlowkilkennyskillnet.ie/</a> <b>Next course: March 2021</b>
<b>Leading Through Change</b>	Venue: <b>Online</b> Provider: Carlow Kilkenny Skillnet For more information please call Jacqueline on 059 9132152	5 <sup>th</sup> January 2021	2 mornings – 5 <sup>th</sup> & 12 <sup>th</sup> January	€95		This course is for managers, supervisors and team leads who are formally and informally leading change and transition. <a href="https://carlowkilkennyskillnet.ie/">https://carlowkilkennyskillnet.ie/</a> Bookings – <a href="http://www.eventbrite.ie">www.eventbrite.ie</a>
<b>Digital Marketing</b>	Venue: <b>Online</b> Provider: Carlow Kilkenny Skillnet For more information please call Jacqueline on 059 9132152 Bookings – <a href="http://www.eventbrite.ie">www.eventbrite.ie</a>	8 <sup>th</sup> January 2021	6 mornings (9.30am-12.45pm) until 12 <sup>th</sup> February	€295		Digital marketing encompasses all marketing efforts that use an electronic device or the internet. In this programme Carlow/Kilkenny members will review how their business is leveraging digital channels such as their website, search engines, social media, email, and other websites to connect with current and prospective customers. <a href="https://carlowkilkennyskillnet.ie/">https://carlowkilkennyskillnet.ie/</a>
<b>Supervisory Management</b>	Venue: <b>Online</b>	12 <sup>th</sup> January 2021	5 days – 12 <sup>th</sup> , 19 <sup>th</sup> &	€495	QQI Level 6	Our Supervisory Management programme provides participants with

	Provider: Carlow Kilkenny Skillnet For more information please call Jacqueline on 059 9132152 Bookings – <a href="http://www.eventbrite.ie">www.eventbrite.ie</a>		26 <sup>th</sup> January & 2 <sup>nd</sup> & 9 <sup>th</sup> February			the opportunity to gain the knowledge and expertise required to excel in a managerial role. Participants will develop a range of supervisory and management skills, as well as improving interpersonal and communication skills. <a href="https://carlowkilkennyskillnet.ie/">https://carlowkilkennyskillnet.ie/</a>
<b>Microsoft Office Specialist Programme</b>	Venue: <b>Online</b> KCETB Training Services Contact: Helena Comerford on 056 – 7813014 or email <a href="mailto:tsu.recruit@kilkennycarloweb.ie">tsu.recruit@kilkennycarloweb.ie</a> Course information and application at – <a href="http://www.fetchcourses.ie">www.fetchcourses.ie</a>	18 <sup>th</sup> January 2021	16 weeks – part time	Free to eligible applicants		This programme will be offered through Skills to Compete funding and is aimed at supporting those whose working lives have been impacted by Covid-19 who wish to upskill/reskill online with tutor support. Learners will have the opportunity to complete individual Microsoft Office Specialist Certification – Word; Excel; Access & Outlook. Minimum recommended number of hours per week for self-directed learning is 8 hours
<b>ILM Qualifications in Leadership and Management</b>	Venue: <b>Online</b> KCETB Training Services Contact: Helena Comerford on 056 – 7813014 or email <a href="mailto:tsu.recruit@kilkennycarloweb.ie">tsu.recruit@kilkennycarloweb.ie</a> Course information and application at – <a href="http://www.fetchcourses.ie">www.fetchcourses.ie</a>	18 <sup>th</sup> January 2021	16 weeks – part time	Free to eligible applicants	City & Guilds	This programme will be offered through Skills to Compete funding and is aimed at those whose working lives have been impacted by Covid-19 and who would now like to take the opportunity to upskill/reskill. Applicants with experience in leadership/management functions are encouraged to apply. Learners will attend one/ two online classes per week. Minimum online class attendance is 1½ hours per week. The recommended number of hours per week for self-directed learning is 8 hours. An ILM tutor will be available at agreed times to give support.

<b>Part Time Courses – January 2020</b>	Course Provider: BTEI, 1B Meadow Court, Burrin Street Carlow Tel: 059 9139532 <a href="mailto:bteicarlow@kilkennycarlowetb.ie">bteicarlow@kilkennycarlowetb.ie</a>	Week starting 18 <sup>th</sup> January 2021	Part time day courses (over 15 weeks)	Free to eligible learners - to social welfare recipients or medical card holders or those without a Leaving Certificate	QQI certification	<b>Courses:</b> <ul style="list-style-type: none"> <li>• QQI Level 3 in Word Processing</li> <li>• QQI Level 4 in Work Experience</li> <li>• QQI Level 4 in Word Processing</li> <li>• QQI Level 4 in Maths</li> <li>• QQI Level 5 in Information &amp; Administration</li> </ul> Applications also online at <a href="http://www.fetchcourses.ie">www.fetchcourses.ie</a>
<b>Website Creation</b>	Venue: <b>Online</b> KCETB Training Services Contact: Helena Comerford on 056 – 7813014 or email <a href="mailto:tsu.recruit@kilkennycarlowetb.ie">tsu.recruit@kilkennycarlowetb.ie</a> Course information and application at – <a href="http://www.fetchcourses.ie">www.fetchcourses.ie</a>	21 <sup>st</sup> January 2021	11 weeks part time Two evenings per week (3 hours per evening)		City & Guilds	The aim of this programme is to enable learners who have been impacted by Covid-19 to achieve recognised certification they may already have gained within the Digital Marketing Sector and/or for those who need to develop these skills in order to avail of new/ enhanced employment opportunities.
<b>Evening Courses – Carlow College</b>	Venue: Carlow College Tel: 059 9153200	January 2021				Carlow College is aiming to start evening courses in January 2021. Please keep an eye on their website – <a href="http://www.carlowcollege.ie">www.carlowcollege.ie</a>
<b>Institute of Technology Carlow - Evening Courses</b>	Venue: IT Carlow, Kilkenny Road, Carlow For further information please contact the Lifelong Learning Centre Tel: 0599175280 W: <a href="http://www.itcarlow.ie/lll">www.itcarlow.ie/lll</a> E: <a href="mailto:lll@itcarlow.ie">lll@itcarlow.ie</a>	January 2021	One or two evenings per week. Course duration varies between 10-15 weeks)	Price varies please contact course provider or log on to <a href="http://www.itcarlow.ie/">www.itcarlow.ie/</a>	Qualifications vary depending on the course, please contact course provider for further information or log on to <a href="http://www.itcarlow.ie">www.itcarlow.ie</a>	<b>Undergraduate Certificate Courses:</b> <ul style="list-style-type: none"> <li>• Organisational Psychology</li> <li>• Project Management &amp; Communications</li> <li>• Legal Practice &amp; Procedure</li> <li>• Wellbeing and Mental Health Awareness in Youth Work</li> <li>• Caring for the Developing Child</li> <li>• Building Capacity &amp; Enhancing Leadership in Intercultural Understanding &amp; Diversity</li> <li>• Energy Sustainability</li> <li>• Process Control and Instrumentation</li> </ul>

						<ul style="list-style-type: none"> <li>• Health, Safety &amp; Environmental Management</li> <li>• Advanced CAD &amp; 3D Modelling</li> <li>• Web Design</li> <li>• Entrepreneurship</li> <li>• Marketing and Entrepreneurship</li> <li>• IP Networking and Design</li> <li>• Python Programming</li> <li>• Introduction to Sport &amp; Exercise Psychology</li> <li>• Data Science Statistics for Insurance &amp; Financial Services</li> <li>• Data Science Analytics and Algorithms for Insurance &amp; Financial Services</li> <li>• Data Visualisation and Insights for Insurance &amp; Financial Services</li> </ul> <p><b>Postgraduate Certificates: -</b></p> <ul style="list-style-type: none"> <li>• Addiction Studies</li> <li>• Adult Community Education</li> <li>• Insurance (Life and General) for Data Scientists</li> <li>• Youth Justice</li> </ul>
<b>Institute of Technology Carlow – Springboard Courses</b>	Venue: IT Carlow, Kilkenny Road, Carlow For further information please call 059-9175285 W: <a href="http://www.itcarlow.ie/">www.itcarlow.ie/</a> Email: <a href="mailto:springboard@itcarlow.ie">springboard@itcarlow.ie</a>  Application: <a href="http://www.springboardcourses.ie">www.springboardcourses.ie</a>	January 2021	Part time	There are no tuition fees for DEASP customers or returners. For employed participants on NFQ courses Levels 7, 8 or 9, they are liable for 10% of the fee.		<p><b>Blended Learning Courses:</b></p> <ul style="list-style-type: none"> <li>• Certificate in Entrepreneurship (QQI Level 7)</li> <li>• Certificate in On-Site Wastewater Treatment &amp; Disposal (QQL Level 7)</li> <li>• Higher Diploma in Science Computing (Systems and Information Technologies Services) – QQI Level 8</li> </ul>
<b>Institute of Technology Carlow –</b>	Venue: IT Carlow Flexible Learning Delivery	Early 2020	Part time	Subsidised – The courses will		Certificates in: <ul style="list-style-type: none"> <li>• Business in Professional Sales Advice (QQI Level 7)</li> </ul>

<b>Modular Courses</b>	For further information please contact the Lifelong Learning Centre Tel: 0599175280 W: <a href="http://www.itcarlow.ie/III">www.itcarlow.ie/III</a> E: <a href="mailto:III@itcarlow.ie">III@itcarlow.ie</a>			be at least 90% funded		<ul style="list-style-type: none"> <li>• Leadership for Performance &amp; Change (QQI Level 9)</li> <li>• Applied Strategic Management</li> <li>• Effective Leadership and Change Management (QQI Level 7)</li> <li>• Organisational Psychology and Behaviour (QQI Level 7)</li> <li>• Critical Incident Stress Management (QQI Level 6)</li> <li>• Health, Wellbeing and Nutrition (QQI Level 6)</li> <li>• Biopharmaceutical Operations (QQI Level 6)</li> <li>• Pharmacy Purchasing &amp; Supply Chain Management (QQI Level 7)</li> <li>• Industrial Microbiology &amp; Biopharmaceuticals (QQI Level 8)</li> <li>• Animal Remedies (QQI Level 7)</li> <li>• Web Design (QQI Level 8)</li> <li>• Introduction to CAD and 3D Modelling (QQI Level 6)</li> <li>• Advanced CAD and 3D Modelling (QQI Level 7)</li> <li>• Work Measurement &amp; Methods Engineering (QQI Level 8)</li> <li>• Construction Project Management (QQI Level 9)</li> </ul>
<b>Information Technology Traineeship – Software Development</b>	Venue: Enterprise House, O'Brien Road, Carlow  Contact: KCETB Training Services Helena Comerford on (056) 7813014 or email <a href="mailto:tsu.recruit@kilkennycarlowebt.ie">tsu.recruit@kilkennycarlowebt.ie</a>	1 <sup>st</sup> March 2021	Classroom based learning for 8 months (31.15 hours per week) followed by 6 months – classroom and	Free	QQI Level 6	<u>Entry Reg:</u> Leaving Certificate (or equivalent) with maths. Mature student entry (24+) on successful completion of an entrance exam  <u>Course Content</u> Software Architecture; Graphical User Interface Programming, Networking Fundamentals; Windows OS Fundamentals; Relational Database;

	<p>Course information and application at – <a href="http://www.fetchcourses.ie">www.fetchcourses.ie</a></p>		<p>workplace-based learning. Work experience req is 75 days (15 weeks)</p>		<p>Project Management; Work Practice; Team Leadership  <u>Progression</u>        Employment and/or into the 2<sup>nd</sup> year of the following software Development Degree programmes in Carlow IOT - BSc (Honours) in Software Development (CW238) and BSc (Honours) IT Management (CW217 and CW248).  <u>Note:</u>        Due to Covid-19 restrictions, some class and/or work experience activity may take place on line. Therefore, all trainees must have access to the internet during daytime hours.</p>
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### **BAGENALSTOWN/ LEIGHLINBRIDGE (COURSES)**

Course name	Contact Information	Start date	Duration	Cost/ fees	Qualification	Miscellaneous Information
<b>Gleann na Bearu Community Garden</b>	Venue: Gleann na Bearu, Bagenalstown	Open during lockdown	Part time			Open to people of all ages and abilities to come and work in the community garden growing flowers, herbs, fruit and vegetables. Numbers have to be kept relatively low for the safety of all. If you'd like to join, PM on their Facebook page for a chat & they'll accommodate if they can - <a href="http://www.facebook.com/gleannabearucommunitygarden">www.facebook.com/gleannabearucommunitygarden</a>
<b>Barrow Training Courses &amp; Workshops</b>	Venue: Carlow Town Barrow Training Tel: 059 9721416	Ongoing	Varies	Varies depending on the course/ workshop – costs available on the Barrow Training website	Varies depending on the course/ workshop	<ul style="list-style-type: none"> <li>• First Aid Refresher – 19<sup>th</sup> November</li> <li>• Online Learning – Childcare/ Healthcare/ First Aid Response/ Manual Handling/ Manual Handling Instructor/ Special Needs</li> </ul> Web: <a href="http://www.barrowtraining.ie">www.barrowtraining.ie</a>
<b>Sewing Course</b>	Venue: Orchard Craft Studio, Bagenalstown, R21NA06 Tel: Ally on 083 0380329	Ongoing	Part time – day and evening courses	Please see website for details		Beginners and Improver Classes. This is a sewing machine-based class. No experience required. Take home all class notes, sewing patterns and finished projects to repeat and reuse. Web: <a href="http://www.orchardcraftstudio.com">www.orchardcraftstudio.com</a>

### **BALLON/ RATHOE**

Course name	Contact Information	Start date	Duration	Cost/ fees	Qualification	Miscellaneous Information
<b>Adult Mosaic Classes</b>	Venue: Craft Shed, Webb's Social Farm, Moorefield, Kilcoole, Rathoe, R93X791	Ongoing		Contact course provider		Participants will have the flexibility to produce their individual projects within their own timeframes. Learners will buy a base kit. This will take them from start to completion of their project. Further information on 085 7534544/ <a href="mailto:teachwebb@gmail.com">teachwebb@gmail.com</a>

<b>Let's Get Cooking</b>	Venue: <b>Online</b> Ballon Business & Training Centre <a href="http://www.ballonbts.com">www.ballonbts.com</a>	Ongoing	Tuesdays (10am-11.30am)	Free		Weekly online live classes via Zoom. Email <a href="mailto:ballonbts@gmail.com">ballonbts@gmail.com</a> to book your place.
<b>Art Classes</b>	Venue: <b>Online</b> Ballon Business & Training Centre <a href="http://www.ballonbts.com">www.ballonbts.com</a>	Ongoing	Weekly	Free		Weekly online live classes via Google Teams. Email <a href="mailto:ballonbts@gmail.com">ballonbts@gmail.com</a> to book your place.
<b>Sip &amp; Paint</b>	Venue: <b>Online</b> Ballon Business & Training Centre <a href="http://www.ballonbts.com">www.ballonbts.com</a>	13 <sup>th</sup> November 2020	8pm-10pm	€10		
<b>Accounting and Taxation for Small Businesses</b>	Venue: <b>Online</b> Ballon Business & Training Centre Tel: 059-9159447/ <a href="mailto:ballonbts@gmail.com">ballonbts@gmail.com</a> <a href="http://www.ballonbts.com">www.ballonbts.com</a>	Week of 23 <sup>rd</sup> November 2020	5 evenings	Free		Are you self-employed? A new start-up? A budding entrepreneur? Would you like to avail of the opportunity to learn about taxation in Ireland relevant to your business? Learn how to log all your own accounts and file your tax returns online? We are planning an exciting new online course, delivered to you in the safety & comfort of your own home, with our highly experienced tutor. Please contact us ASAP if you are interested in this opportunity!
<b>Part Time Courses – January 2020</b>	Venue: Ballon Business & Training Centre Course Provider – BTEI Carlow Tel: 059 9139532 <a href="mailto:bteicarlow@kilkennycarl.owetb.ie">bteicarlow@kilkennycarl.owetb.ie</a>	Week starting 18 <sup>th</sup> January 2021	15 weeks	Free - to social welfare recipients or medical card holders or those without a Leaving Certificate	QQI	<u>Courses:</u> <ul style="list-style-type: none"> <li>• QQI Level 4 in Plant Propagation</li> <li>• QQI Level 4 Work Experience</li> <li>• QQI Level 5 in Information and Administration</li> <li>• QQI Level 5 in Book-Keeping – Manual &amp; Computerised</li> </ul> Applications also online at <a href="http://www.fetchcourses.ie">www.fetchcourses.ie</a>

### BORRIS/ ST. MULLINS COURSES

Course name	Contact Information	Start date	Duration	Cost/ fees	Qualification	Miscellaneous Information
<b>Cold Process Soap Workshop</b>	Venue: Borris House	7 <sup>th</sup> November 2020	1 day (10am-4.30pm)	€95		This workshop is for the beginner or the just getting started soap maker. Together we will have fun creating a totally natural batch of soap – yours to take home. Bookings at <a href="http://www.eventbrite.ie">www.eventbrite.ie</a>

### HACKETSTOWN/ RATHVILLY/ CLONMORE

Course name	Contact Information	Start date	Duration	Cost/ fees	Qualification	Miscellaneous Information
<b>Bring Your Own Project Morning</b>	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/ <a href="mailto:slaneyhandcraft@gmail.com">slaneyhandcraft@gmail.com</a>

### TULLOW- UPCOMING COURSES

Course name	Contact Information	Start date	Duration	Cost/ fees	Qualification	Miscellaneous Information
<b>English for Speakers of Other Languages</b>	Venue: Tullow Contact: Carlow Adult Learning Centre on 0599135544	Week starting 9 <sup>th</sup> November 2020	2 afternoons per week over 10 weeks	Free		Structured English language classes to improve your use of English and your confidence in using English for speaking, listening, reading and writing. Email: <a href="mailto:info@carlowadultlearningcentre.ie">info@carlowadultlearningcentre.ie</a> Apply on <a href="http://www.fetchcourses.ie">www.fetchcourses.ie</a>

<b>Beginners Kayaking Course</b>	Venue: Tullow Kayak Club, Ballymurphy Road, Tullow	April 2021				Aim to re-start kayaking courses in April. Participants must be able to swim at least 25 metres & thread water, Keep an eye on their Facebook page- <a href="http://www.facebook.com/tullow.kayakclub">www.facebook.com/tullow.kayakclub</a>
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### Wellness & Mental Health Courses/ Workshops

Course name	Contact Information	Start date	Duration	Cost/ fees	Qualification	Miscellaneous Information
<b>Mindfulness Sessions</b>	Venue: <b>Online</b>	Ongoing		Free		Guided mindfulness exercises available on <a href="http://www.freemindfulness.org/download">http://www.freemindfulness.org/download</a>
<b>Daily Meditation Sessions</b>	Venue: <b>Online</b> Tel: 086 1746330 Email: <a href="mailto:recoverycollegesoutheast@gmail.com">recoverycollegesoutheast@gmail.com</a>	Daily at 10am		Free		Daily mediation session on the Recovery College South East Facebook page - <a href="http://www.facebook.com/RecoveryCollegeSouthEast">www.facebook.com/RecoveryCollegeSouthEast</a>
<b>Self-Directed Life Skills Programme</b>	Venue: <b>Online</b> Aware 1800804848 <a href="mailto:supportmail@aware.ie">supportmail@aware.ie</a> Web: <a href="http://www.aware.ie">www.aware.ie</a>	Ongoing		Free		<b>Content</b> <ul style="list-style-type: none"> <li>• Space from Stress</li> <li>• Space for Sleep</li> <li>• Space for Resilience</li> <li>• Space from Covid-19</li> </ul> Each programme consists of individual modules to complete, in your own time. This programme may also be helpful to work through while you wait for the next Life Skills online programme to open for registration.
<b>Wellness Workshops</b>	Venue: <b>Online</b> Suicide or Survive LoCall 1890 577 577 or 01 272 2158 <a href="mailto:info@suicideorsurvive.ie">info@suicideorsurvive.ie</a>	Ongoing		Free		<b>Workshops</b> <ul style="list-style-type: none"> <li>• Wellness Workshop</li> <li>• YouMatter Workshop</li> </ul> These workshops have been developed from listening to people's experiences and what has helped them when their mental health has taken a dip. Website: <a href="https://suicideorsurvive.ie">https://suicideorsurvive.ie</a>
<b>Recovery College South East Workshops</b>	Venue: <b>Online</b> Tel: 086 1746330 Email: <a href="mailto:recoverycollegesoutheast@gmail.com">recoverycollegesoutheast@gmail.com</a>	November – December Workshops	Varies	Free		Courses at the Recovery College are for everyone. <ul style="list-style-type: none"> <li>• 3<sup>rd</sup> Nov – Positive Thinking; Practicing Wellbeing</li> <li>• 3<sup>rd</sup> Nov – Understanding and living with anxiety</li> </ul>

	<p>Web:  <a href="http://www.recoverycollegesoutheast.com/">www.recoverycollegesoutheast.com/</a></p>				<ul style="list-style-type: none"> <li>• 4<sup>th</sup> Nov – Creative Writing</li> <li>• 4<sup>th</sup> Nov – Recovery Principles and Practice</li> <li>• 6<sup>th</sup> Nov - Making Connections – building confidence in social situations</li> <li>• 9<sup>th</sup> Nov – WRAP (Wellness Recovery Action Plan) Refresher</li> <li>• 9<sup>th</sup> Nov – What is this thing called recovery?</li> <li>• 9<sup>th</sup> Nov - Staying Well and Making Plans – Managing the ups and downs</li> <li>• 11<sup>th</sup> Nov – Building my Self-Confidence</li> <li>• 11<sup>th</sup> Nov – Creative Writing</li> <li>• 11<sup>th</sup> Nov – Family Recovery in Mental Health</li> <li>• 12<sup>th</sup> Nov - Making Changes; where to start and how to maintain</li> <li>• 16<sup>th</sup> Nov - Talking and Listening: It works both ways</li> <li>• 16<sup>th</sup> Nov – Assertiveness</li> <li>• 18<sup>th</sup> Nov – Understanding Medication</li> <li>• 18<sup>th</sup> Nov – Creative Writing</li> <li>• 25<sup>th</sup> Nov – Understanding Self-Esteem</li> <li>• 25<sup>th</sup> Nov – Creative Writing</li> <li>• 1<sup>st</sup> Dec – Understanding Self Harm</li> <li>• 1<sup>st</sup> Dec - Recovery Principles and Practice</li> <li>• 2<sup>nd</sup> Dec – Creative Writing</li> <li>• 2<sup>nd</sup> Dec – Let’s Talk Social Media and Wellbeing</li> <li>• 3<sup>rd</sup> Dec – Music for Mood</li> </ul>
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						<ul style="list-style-type: none"> <li>• 3<sup>rd</sup> Dec - Managing Addiction Recovery during Christmas</li> <li>• 4<sup>th</sup> Dec - Wellbeing at Christmas Time</li> </ul>
<b>Stress Control</b>	Venue: Online <a href="https://stresscontrol.ie/">https://stresscontrol.ie/</a>	November 2020	Mondays & Thursdays at 2pm or 8,30pm	Free		As the HSE cannot deliver the Stress Control classes in the community just now, Dr Jim White will, instead, live-stream the classes until December. No need to register just click the link. If you miss them the class will stay up online for 48 hours after.
<b>Stop Smoking</b>	Venue: <b>Online</b> St. Vincent's University Hospital Tel: (01) 2214958 <a href="mailto:smokingservice@svuh.ie">smokingservice@svuh.ie</a>	2 <sup>nd</sup> November 2020	2 <sup>nd</sup> Nov – 7 <sup>th</sup> December (5.30pm-7pm)			This six-week course aims to provide support; help develop skills to stop smoking and provide advice on stop smoking medications
<b>Every Voice Counts</b>	Venue: <b>Online</b> Details on how to register for and access the meetings are available by contacting Bridget Walsh on (056) 772 0591, by text at (086) 781 2951 or e-mail: <a href="mailto:Bridget.Walsh6@hse.ie">Bridget.Walsh6@hse.ie</a>	19 <sup>th</sup> November 2020	6pm - 7.30pm			HSE/South East Community Healthcare, as part of its ongoing work with people who use mental health services and with their family members, carers and supporters, are facilitating online forums. These meetings (Zoom) are a resource for people to raise issues and be consulted and involved in mental health services developments in their area.

*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.*