

## POSTGRADUATE FAIR

### IT Carlow

**Thursday, 10<sup>th</sup> February 2022 (12.30pm-2.30pm)**

All areas of study will be represented on the day with students and academic staff available to answer questions, subject areas include, Business, Digital Marketing and Design, Humanities and Social Sciences, Computing and Data Science, Health and Sport, Science and Engineering. The straight forward application process for all taught postgraduate programmes will be demonstrated on the day by the postgraduate team using the Postgraduate Applications System (PAC) online. If you have any questions, please contact the Institute at [graduatestudies@itcarlow.ie](mailto:graduatestudies@itcarlow.ie) or call 059 9175000.

*(Important notice regarding COVID-19 - while on campus you must wear a face covering in the proper manner at all times. If you are displaying any symptoms of Covid-19, please do not attend the Postgraduate Fair)*

## COMMUNITY EMPLOYMENT OPPORTUNITIES

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

**Pool:** 1 Pool Attendant – Job Ref No: CES-2211230  
**Rehab Care:** 2 Support Workers - Job Ref No: CES-2206767  
**Killesbin Parish:** 2 Caretakers - Job Ref No: CES-2210186  
**St. Fiacc's House:** 5 Support Workers - Job Ref No: CES-2210690  
**Rehab Care:** 1 Caretaker –Job Ref No: CES-2206769

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 10am-11am	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> </ul>

						<ul style="list-style-type: none"> <li>• QQI Level 3 qualifications example of some subjects – Personal Effectiveness, Communications, Career Preparation</li> <li>• New subjects due to start</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>	Continuous	Varies depending on the course	Varies depending on the course – please contact course provider	Varies depending on the course	Pitman Training offers career-focused training across Carlow and Kilkenny, delivering flexible and self-paced training via home-study and at our training centre in Carlow. Courses and Diplomas available in Office & Secretarial; Microsoft Office; Sage, Accounting & Book keeping; Business & Administration; IT; Visual Design; Software & Web Development; Language and Personal Development; Marketing. Web: <a href="http://www.pitman-training.ie/our-centres/carlow">www.pitman-training.ie/our-centres/carlow</a>
<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> <li>• QQI Level 6 in Supervisory Management</li> <li>• QQI Level 6 in Safety Management</li> <li>• QQI Level 6 in Training Delivery &amp; Evaluation</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	€65 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>• 5<sup>th</sup> February – The Professional Truck Driver</li> <li>• 12<sup>th</sup> February – Control of Vehicle &amp; Eco Driving Techniques</li> </ul>

						<ul style="list-style-type: none"> <li>• 20<sup>th</sup> February - Health &amp; Safety of the Professional Driver</li> <li>• 26<sup>th</sup> February - The Role of the Professional Driver in the Transport Industry</li> </ul>
<b>First Aid Responder</b>	Venue: Carlow Provider: Ali Active Training Tel: 087 8231276/ <a href="mailto:info@aliactivetraining.ie">info@aliactivetraining.ie</a> <a href="http://www.aliactivetraining.com">www.aliactivetraining.com</a>	February 2022	Dates tbc (3 days)	Contact course provider for more information	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.
<b>First Aid Responder Refresher Course</b>	Venue: Carlow Provider: Ali Active Training Tel: 087 8231276/ <a href="mailto:info@aliactivetraining.ie">info@aliactivetraining.ie</a> <a href="http://www.aliactivetraining.com">www.aliactivetraining.com</a>	February 2022	Dates tbc (2 days)	Contact course provider for more information	PHECC	This course is open to anyone who currently holds a valid Occupational First Aid Certificate which is due for renewal. Refresher courses are essential every two years to maintain your status as a First Aid Responder, to keep up with developments in first aid and to refresh skills learned previously that may be only intermittently used.
<b>Start Your Own Business</b>	Venue: <b>Online</b> Provider: Local Enterprise Office 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>	1 <sup>st</sup> February 2022	6 Tuesdays (10am-1pm)	€30		This training is for people who have established that they have a viable business idea and want support in developing their business plan. It is delivered online and consists of six online training workshops and a one to one mentoring session. It will help participants in the early stage of business to develop their skills and understanding of what is required to start their own business and complete their business plan.
<b>Microsoft Power BI Introduction</b>	Venue: <b>Online</b> Provider: Carlow Kilkenny Skillnet	2 <sup>nd</sup> February 2022	1 day	€45		Power BI is a business analytics solution that lets you visualize your data and share insights across your organization, or embed them in your

	For more information please call Jacqueline on 059 9132152 Bookings – <a href="https://carlowkilkennyskillnet.ie/">https://carlowkilkennyskillnet.ie/</a>					app or website. Connect to hundreds of data sources and bring your data to life with live dashboards and reports. If you are already manually analysing data for monthly, quarterly or annual reports which can be very time consuming, BI will allow you to create once and update automatically.
<b>Get Your Garden Ready for Spring</b>	Venue: <b>Online</b> For more information please call Fiona on 059 9179376/ email <a href="mailto:fdunne@kcetb.ie">fdunne@kcetb.ie</a>	3 <sup>rd</sup> February 2022	6 Thursdays (7pm-9pm)	Free		Is your garden in need of a face lift? Looking drab? Topics covered composts & soil care; growing vegetables, sustainable living
<b>Safeguarding (1) - Child Welfare &amp; Protection Basic Awareness</b>	Venue: <b>Online</b> Contact: Carlow Sports Partnership on 059 9136205 Bookings at <a href="http://www.eventbrite.ie">www.eventbrite.ie</a>	8 <sup>th</sup> February 2022	1 evening (6.45pm-9.45pm)	€22.20		All Coaches, Club Children's Officers and Designated Liaison Persons must first complete this training. This course educates participants on the implementation of best practice in protecting the welfare of children involved in sport. <b>Next course date: 10th March 2022</b>
<b>Customer Retention as a Business Strategy for 2022</b>	Venue: Talbot Hotel Provider: Carlow Kilkenny Skillnet For more information please call Jacqueline on 059 9132152	8 <sup>th</sup> February 2022	1 day	€95		This workshop will focus on ideas, strategies and skills that will win customers hearts and wallets. By attending you will leave with a clear understanding on the skills required to create loyalty, plus a 5 point action plan that will focus on exceeding customers' expectations. Bookings – <a href="https://carlowkilkennyskillnet.ie/">https://carlowkilkennyskillnet.ie/</a>
<b>First Aid Responder</b>	Venue: Seven Oaks Hotel Provider: Irish Red Cross Tel: 01 6424679 Email: <a href="mailto:courses@redcross.ie">courses@redcross.ie</a> Web: <a href="http://www.redcross.ie">www.redcross.ie</a>	9 <sup>th</sup> February 2022	3 days – 9 <sup>th</sup> , 10 <sup>th</sup> & 11 <sup>th</sup> February	€240	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. <b>Next course date: 23<sup>rd</sup> March</b>

<b>Microsoft Excel Intermediate</b>	Venue: <b>Online</b> Provider: Carlow Kilkenny Skillnet For more information please call Jacqueline on 059 9132152 Bookings – <a href="https://carlowkilkennyskillnet.ie/">https://carlowkilkennyskillnet.ie/</a>	10 <sup>th</sup> February 2022	2 half day sessions on 10 <sup>th</sup> & 17 <sup>th</sup> February	€45		This course is aimed at users who have basic experience with Excel and want to build on their current knowledge to set up their own spreadsheets and manipulate existing ones. Participants should be existing users who can create, edit, format and print a spreadsheet. They should also be able to create basic formulae and, ideally, should have completed the Excel Introduction training programme.
<b>Strategies to Build Resilience</b>	Venue: <b>Online</b> Provider: Carlow Kilkenny Skillnet For more information please call Jacqueline on 059 9132152 Bookings – <a href="https://carlowkilkennyskillnet.ie/">https://carlowkilkennyskillnet.ie/</a>	17 <sup>th</sup> February 2022	1 day	€95		Many incidences of stress are due to accumulating factors, principally exhausting years of long working hours that have not been adequately balanced. This programme is for the stressed and those who want to remain stress free. The benefits of Resilience Training include improved work life balance, improved decision making, improved communication skills, increased focus clarity and attention span.
<b>First Aid Response Refresher</b>	Venue: Seven Oaks Hotel Provider: Irish Red Cross Tel: 01 6424679 Email: <a href="mailto:courses@redcross.ie">courses@redcross.ie</a> Web: <a href="http://www.redcross.ie">www.redcross.ie</a>	17 <sup>th</sup> February 2022	2 days – 17 <sup>th</sup> & 18 <sup>th</sup> February	€170	PHECC	This course is open to anyone who currently holds a valid Occupational First Aid Certificate which is due for renewal. Refresher courses are essential every two years to maintain your status as a First Aid Responder, to keep up with developments in first aid and to refresh skills learned previously that may be only intermittently used. <b>Next course date: 31<sup>st</sup> March</b>
<b>Intermediate Creative</b>	Venue: <b>Online</b>	21 <sup>st</sup> February 2022	7pm-8.30pm	Free		<ul style="list-style-type: none"> <li>This course would suit anyone who would like to work towards getting their work published.</li> </ul>

<b>Writing Classes</b>	For further information or to register please email Fiona – <a href="mailto:fdunne@kcetb.ie">fdunne@kcetb.ie</a>		(6 Mondays)			<ul style="list-style-type: none"> <li>The classes are fun, social and supportive and free</li> </ul>
<b>Communicating with Impact</b>	Venue: <b>Online</b> Provider: Carlow Kilkenny Skillnet For more information please call Jacqueline on 059 9132152 Bookings – <a href="https://carlowkilkennyskillnet.ie/">https://carlowkilkennyskillnet.ie/</a>	22 <sup>nd</sup> February 2022	1 day	€95		<p><u>Course content</u>; the Attributes of effective communicators; Dealing with Difficult Conversations; Assertive Communication; The GIFS model for difficult conversations; Giving bad news; How preconceptions influence our communication and how to deal with them; How to say “no” assertively; Dealing with aggressive behaviour; Dealing with difficult questions; how to become a better listener; Giving feedback; How to build rapport and influence</p>
<b>Beginners Creative Writing Classes</b>	Venue: <b>Online</b> For further information or to register please email Fiona – <a href="mailto:fdunne@kcetb.ie">fdunne@kcetb.ie</a>	22 <sup>nd</sup> February 2022	7pm-8.30pm (6 Tuesdays)	Free		<ul style="list-style-type: none"> <li>If you ever wanted to give creative writing a go these classes are for you.</li> <li>The classes are fun, social and supportive and free.</li> <li>Creative Writing is Therapeutic</li> <li>It is about creative expression and freedom of voice</li> </ul>
<b>Team Architecture, Planning Outcomes, Fairness and Consistency in a Hybrid Workplace</b>	Venue: <b>Online</b> Provider: Carlow Kilkenny Skillnet For more information please call Jacqueline on 059 9132152 Bookings – <a href="https://carlowkilkennyskillnet.ie/">https://carlowkilkennyskillnet.ie/</a>	24 <sup>th</sup> February 2022	10am-11.30am	Free		<p>This 90-minute webinar is for managers and will focus on how to do a review of teams and projects that required their oversight. While we continue to live with COVID, there is a need to ensure that work is complete and outcomes are fair, while also considering individual constraints, flexibility and adaptability where possible.</p>
<b>Understanding Financial Waste in Your Business</b>	Venue: <b>Online</b> Provider: Carlow Kilkenny Skillnet	1 <sup>st</sup> March 2022	10am-1pm	€45		<p>This course will introduce you to some LEAN Tools to take the fear out of LEAN and show you how to apply LEAN (Continuous Improvements) to</p>

	For more information please call Jacqueline on 059 9132152 Bookings – <a href="https://carlowkilkennyskill.net.ie/">https://carlowkilkennyskill.net.ie/</a>					your business. It will cover simple LEAN techniques that you can use within your organisation to plan for success, eliminate waste, improve overall efficiency and communication.
<b>Microsoft Excel Advanced</b>	Venue: <b>Online</b> Provider: Carlow Kilkenny Skillnet For more information please call Jacqueline on 059 9132152 Bookings – <a href="https://carlowkilkennyskill.net.ie/">https://carlowkilkennyskill.net.ie/</a>	3 <sup>rd</sup> March 2022	2 half day sessions on 3 <sup>rd</sup> & 10 <sup>th</sup> March	€95		The aim of this course is to achieve two goals. To show delegates how to do most every-day tasks much more productively, probably saving hours of boring routine work. Along with this we will cover new topics which will broaden your knowledge of use of Excel.
<b>Taster Session to participate in Dragon Boating</b>	Venue: River Barrow – meeting at Carlow Town Park Contact: Majella in Carlow Sports Partnership – <a href="mailto:mfennelly@carlowcoco.ie">mfennelly@carlowcoco.ie</a> Bookings at <a href="http://www.eventbrite.ie">www.eventbrite.ie</a>	5 <sup>th</sup> March 2022	Arrive at 10.20am to be in the water at 10.30am	€5		The Sports Partnership is encouraging women to get involved in sport and to celebrate Women in Sport week to help increase the visibility of females participating in sport and physical activity. What to wear: Lycra leggings/ jog pants, thermal top, waterproof rain jacket, woolie hat, soft soled shoes e.g. trainers. NO JEANS. Please Note: It is best if the teams come ready dressed for the activity. People will get splash wet only, depending on how the person in front of them paddles, so a change of clothing is advisable.
<b>Healthcare Support Traineeship</b>	Venue: Carlow Town Contact: KCETB Training Services Helena Comerford (056) 7813014 or email <a href="mailto:tsu.recruit@kilkennycarloweb.ie">tsu.recruit@kilkennycarloweb.ie</a>	7 <sup>th</sup> March 2022	47 weeks (Class based learning: 2 days per week Workplace learning:	Free to eligible participants	QQI Level 5 Major Award	On completion of this Programme, learners may pursue roles within the Health, Family and Social Care sector which may include working as Health Care Support Workers, Carers, Youth Workers or in a broad range of roles in this industry in the public, community and private sectors.



			2.5 days per week)			Course information and application at – <a href="http://www.fetchcourses.ie">www.fetchcourses.ie</a>
<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>	8 <sup>th</sup> March – 19 <sup>th</sup> April 2022	6 weeks – 2 evenings per week (6pm-9pm) 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.	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> <li>Participants must bring their own Personal Protective Equipment i.e. overalls, steel toe cap boots, welding shield etc.</li> </ul> <b>Courses running again: 26<sup>th</sup> April</b>
<b>Increase Productivity Through Effective Time Management</b>	Venue: Carlow Gateway Business Centre Provider: Carlow Kilkenny Skillnet For more information please call Jacqueline on 059 9132152	8 <sup>th</sup> March 2022	1 day	€95		Course Content: Plan – set the time and date; Prioritise; Change your daily routine; Manage Interruptions; Switch away from switching; Try time tips for a new paradigm. Bookings – <a href="https://carlowkilkennyskillnet.ie/">https://carlowkilkennyskillnet.ie/</a>
<b>First Aid Responder</b>	Venue: Carlow Gateway Business Centre Provider: Carlow Kilkenny Skillnet For more information please call Jacqueline on 059 9132152 Bookings – <a href="http://www.eventbrite.ie">www.eventbrite.ie</a>	9 <sup>th</sup> March 2022	3 days – (5 <sup>th</sup> , 12 <sup>th</sup> , 19 <sup>th</sup> January)	€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 date: 23<sup>rd</sup> March 2022</b>
<b>Running Workshop – All Levels</b>	Venue: Clogrennane Woods, Raheendoran  Bookings at <a href="http://www.eventbrite.ie">www.eventbrite.ie</a>	12 <sup>th</sup> March 2022	12pm-4pm	€95		Join Irish Olympian, Marathon Winner and World Medallist, Catherina McKiernan for a Running Workshop, suitable for runners of all levels! This Workshop includes individual diagnostic and recommendations,

						training drills, a Q&A section and easy and relaxed runs at a pace to suit the individual.
<b>Coaching Teenage Girls in Sport Workshop</b>	Venue: <b>Online</b> For more information please contact Deborah in Carlow Sports Partnership <a href="mailto:deborahfoley@carlowcoc.o.ie">deborahfoley@carlowcoc.o.ie</a>	12 <sup>th</sup> March 2022	7pm-10pm	€5		The Carlow Sports Partnership is delighted to facilitate Sport Ireland's Coaching Teenage Girls in Sport Workshop, designed specifically to support coaches of girls aged 12-17 years of age. Bookings – <a href="http://www.eventbrite.ie">www.eventbrite.ie</a>
<b>Basic Welding</b>	Venue: Carlow Town Contact: KCETB Training Services Bernie Eccles (056) 7813014 or email <a href="mailto:tsu.recruit@kilkennycarloweb.ie">tsu.recruit@kilkennycarloweb.ie</a>	14 <sup>th</sup> March 2022	12 weeks full time	Free to eligible applicants	MMA Fillet Multi-Run 6mm Plate (EN9606-CS13) MIG Fillet 6mm Plate (EN9606-CS15) SS TIG Complete Fillet Weld 3mm (EN9606-SS06)	On successful completion of one or more of the Approved EN Certifying Body awards, applicants can source employment in the field of welding and complete a range of welding tasks in different welding positions depending on the standard attained. Course information and application at – <a href="http://www.fetchcourses.ie">www.fetchcourses.ie</a> <b>Course running again: 13<sup>th</sup> June 2022</b>
<b>Safeguarding (2) – Club's Children Officer</b>	Venue: <b>Online</b> Contact: Carlow Sports Partnership on 059 9136205 Bookings at <a href="http://www.eventbrite.ie">www.eventbrite.ie</a>	15 <sup>th</sup> March 2022	1 evening (6.45pm-9.45pm)	€22.20		A Club Children's Officer should be child centered in focus and have as the primary aim the establishment of a child centered ethos within the club. S/He is the link between the children and the adults in the club. S/He also takes responsibility for monitoring and reporting to the Club Management Committee on how club policy impacts on young people and Sports Leaders.
<b>Manual Handling Instructor</b>	Venue: <b>Online</b> Provider: Carlow Kilkenny Skillnet For more information please call Jacqueline on 059 9132152	16 <sup>th</sup> March 2022	5 Wednesdays (9am-5pm) – 4 days online & 1 day in classroom	€295	QQI Level 6 component award	The aim of this course is to enable learners to effectively design and deliver Manual Handling Instruction for the workplace. The programme will enable learners to deliver training which can be specifically tailored to the local Manual Handling conditions. It will

	Bookings – <a href="http://www.eventbrite.ie">www.eventbrite.ie</a>		for assessment			ensure competency in the preparation of Manual Handling Risk Assessments.
<b>Prepare to Work in Construction</b>	Venue: Carlow Town Contact: KCETB Training Services Helena Comerford (056) 7813014 or email <a href="mailto:tsu.recruit@kilkennycarlowebb.ie">tsu.recruit@kilkennycarlowebb.ie</a>	21 <sup>st</sup> March 2022	3 weeks full time	Free to eligible applicants		This short training programme 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 in the Construction industry. Course content will include: Mobile Elevated Work Platform; Manual Handling; Safepass; Abrasive Wheels; Career Planning; Digital Skills Audit (Content is provisional and subject to change). Course information and application at – <a href="http://www.fetchcourses.ie">www.fetchcourses.ie</a>
<b>Mastering Sales – a toolkit for selling success</b>	Venue: Carlow Gateway Business Centre Provider: Carlow Kilkenny Skillnet For more information please call Jacqueline on 059 9132152 Bookings – <a href="https://carlowkilkennyskillnet.ie/">https://carlowkilkennyskillnet.ie/</a>	22 <sup>nd</sup> March 2022	1 day	€95		Learn more about what is important to today's buyer and how to adapt your approach to win business. <u>Content</u> : Understanding the key skills for selling today; Different approaches to communicating your value; Lead generation ideas; Objection handling; Closing; Understanding and recognising buyer profiles and adapting your approach; 4 step process for pipeline management
<b>Managing on the Front Line - Supervisory Management</b>	Venue: Blended Learning/ Carlow Gateway Business Centre Provider: Carlow Kilkenny Skillnet For more information please call Jacqueline on 059 9132152	24 <sup>th</sup> March 2022	4 days – 24 <sup>th</sup> & 31 <sup>st</sup> March, 7 <sup>th</sup> & 14 <sup>th</sup> April	€495	QQI Level 6 Minor Award	This course provides participants with 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. Bookings – <a href="https://carlowkilkennyskillnet.ie/">https://carlowkilkennyskillnet.ie/</a>
<b>Sports First Aid &amp; AED</b>	Venue: Talbot Hotel, Carlow	26 <sup>th</sup> March 2022	1 day 9am-5pm	€54.23		The course covers the following: Accident scene management/ Wounds and bleeding/ Fractures, sprains etc./

	For more information please contact Carlow Sports Partnership on 059 9136205 Bookings at <a href="http://www.eventbrite.ie">www.eventbrite.ie</a>					Head injuries/ Heart conditions. Angina, heart attack, stroke and cardiac arrest/ CPR for adults, children and infants and use of a defibrillator/ Choking/ Medical emergencies such as asthma, diabetes, epilepsy and allergic reactions.
<b>Prepare to Work in Hospitality</b>	Venue: Carlow Town Contact: KCETB Training Services Bernie Eccles (056) 7813014 or email <a href="mailto:tsu.recruit@kilkennycarloweb.ie">tsu.recruit@kilkennycarloweb.ie</a>	28 <sup>th</sup> March 2022	3 weeks full time	Free to eligible applicants		This short training programme is aimed at those who would like to explore working in the hospitality/customer service industry. Course content will include: First Aid Responder (PHECC); Barista Skills; Manual Handling; HACCP; Basic Computers; Customer Service: Career Guidance. Course information and application at – <a href="http://www.fetchcourses.ie">www.fetchcourses.ie</a>
<b>Driver Theory Test Preparation for Bus and Truck</b>	Venue: Carlow Town Contact: KCETB Training Services Bernie Eccles (056) 7813014 or email <a href="mailto:tsu.recruit@kilkennycarloweb.ie">tsu.recruit@kilkennycarloweb.ie</a>	4 <sup>th</sup> April 2022	3 weeks – two days per week, dates to be confirmed	Free to eligible applicants		This course aims to support the learner in preparing for the Driver C & D Theory Tests. It will allow the learner to become familiar with the format of the test and to practice taking the test. Course information and application at – <a href="http://www.fetchcourses.ie">www.fetchcourses.ie</a>
<b>Train the Trainer</b>	Venue: Hybrid Learning/ Carlow Gateway Business Centre Provider: Carlow Kilkenny Skillnet For more information please call Jacqueline on 059 9132152	5 <sup>th</sup> April 2022	4 days – 5 <sup>th</sup> , 12 <sup>th</sup> , 19 <sup>th</sup> & 26 <sup>th</sup> April	€495	QQI Level 6 Minor Award	This programme aims to equip learners with the critical skills, knowledge and attitudes to the deliver and evaluate highly participatory, learner centered and varied training programmes to groups and individuals in accordance with international best practice. Bookings – <a href="https://carlowkilkennyskillnet.ie/">https://carlowkilkennyskillnet.ie/</a>
<b>Safeguarding (3) – Club Designated Liaison Person</b>	Venue: <b>Online</b> Contact: Carlow Sports Partnership on 059 9136205	12 <sup>th</sup> April 2022	1 evening (7pm-10pm)	€22.20		A Club DLP is responsible for reporting allegations or suspicions of child abuse to TULSA Child and Family Agency or Social Services (NI) and/or An Garda

	Bookings at <a href="http://www.eventbrite.ie">www.eventbrite.ie</a>					Siochána / PSNI. It is recommended that this person is a senior club person
<b>Professional Office Administration Traineeship (Medical/ Finance/ Legal)</b>	Venue: Carlow Town Contact: KCETB Training Services Helena Comerford (056) 7813014 or email <a href="mailto:tsu.recruit@kilkennycarlowetb.ie">tsu.recruit@kilkennycarlowetb.ie</a>	25 <sup>th</sup> April 2022	41 weeks	Free to eligible participants	QQI Level 5 Major Award	The successful completion of the QQI Level 5 award in Office Administration will enable applicants to work independently and under supervision providing administration services and support in a range of office administration contexts in a modern office environment. Course information and application at – <a href="http://www.fetchcourses.ie">www.fetchcourses.ie</a>
<b>Train the Trainer</b>	Venue: <b>Online</b> Contact: KCETB Training Services Helena Comerford (056) 7813014 or email <a href="mailto:tsu.recruit@kilkennycarlowetb.ie">tsu.recruit@kilkennycarlowetb.ie</a>	25 <sup>th</sup> April 2022	16 weeks – Monday and Tuesday evenings	This course is through Skills to Advance funding and is aimed at those in full/ part-time employment with a background in training and/or staff mentoring. Open to those signing for X's and O's.	QQI Level 6 Minor Awards in (1) Training Delivery & Evaluation and (2) Training Needs Identification & Design	The successful completion of the QQI L6 Special Purpose Award in Training and Development will enable applicants to acquire a teacher training qualification without subject specialisation. Successful applicants will be able to source employment in the training and education sector identifying training and development needs and delivering and evaluating a training intervention within a range of training and development contexts.
<b>Forklift, Safe Pass &amp; Manual Handling</b>	Venue: Carlow Town Contact: KCETB Training Services Olive Morrissey (056) 7813014 (ext. 200) or email <a href="mailto:tsu.recruit@kilkennycarlowetb.ie">tsu.recruit@kilkennycarlowetb.ie</a>	9 <sup>th</sup> May 2022	3 weeks full time	Free to eligible applicants		This short 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. As this course is only 3 weeks, trainees in receipt of a Social Welfare payment (including PUP payment) will remain registered with their local DSP office for payments. Course information and application at – <a href="http://www.fetchcourses.ie">www.fetchcourses.ie</a>

**BALLON/ RATHOE**

Course name	Contact Information	Start date	Duration	Cost/ fees	Qualification	Miscellaneous Information
<b>Bookkeeping – Manual &amp; Computerised</b>	Venue: <b>Online</b> Tel: 059 9159447 Web: <a href="http://www.bbts.ie">www.bbts.ie</a> <a href="mailto:ballonbts@gmail.com">ballonbts@gmail.com</a>	1 <sup>st</sup> February 2022	10 Tuesdays (9.30am- 12.30pm)	€300 (includes tuition, exam & certification)/ funding may be available if you are receiving certain social welfare payments	QQI Level 5 component award	This course aims to provide the learner with both an introduction to manual bookkeeping terms and principles, and the knowledge and skills necessary to operate a computerised accounts system.
<b>Cooking with Majella</b>	Venue: Ballon Business & Training Centre	2 <sup>nd</sup> February 2022	6 Wednesdays (10am-12pm)	€75		For more information please contact the centre on 059 9159447 Web: <a href="http://www.bbts.ie">www.bbts.ie</a> <a href="mailto:ballonbts@gmail.com">ballonbts@gmail.com</a>
<b>Payroll - Manual &amp; Computerised</b>	Venue: <b>Online</b> Tel: 059 9159447 Web: <a href="http://www.bbts.ie">www.bbts.ie</a> <a href="mailto:ballonbts@gmail.com">ballonbts@gmail.com</a>	2 <sup>nd</sup> February 2022	10 Wednesdays (9.30am- 12.30pm)	€300 (includes tuition, exam & certification)/ funding may be available if you are receiving certain social welfare payments	QQI Level 5 component award	The purpose of this course is to equip the learner with the knowledge, skills and competence to operate and maintain accurate payroll records using manual and computerised systems, for an organisation, working under general direction and supervision
<b>Sewing Classes – Beginners &amp; Advanced</b>	Venue: Ballon Business & Training Centre	7 <sup>th</sup> February 2022	6 Mondays (9.30am- 12.30pm)	€50		For more information please contact the centre on 059 9159447 Web: <a href="http://www.bbts.ie">www.bbts.ie</a> <a href="mailto:ballonbts@gmail.com">ballonbts@gmail.com</a>
<b>Supervisory Management</b>	Venue: <b>Inhouse and Blended Learning</b>	16 <sup>th</sup> February 2022	10am-1pm on Wednesdays	€350 – can be paid in instalments	QQI Level 6 component award	For more information please contact the centre on 059 9159447 Web: <a href="http://www.bbts.ie">www.bbts.ie</a> <a href="mailto:ballonbts@gmail.com">ballonbts@gmail.com</a>
<b>Food &amp; Friends Cooking Workshops</b>	Venue: Ballon Business & Training Centre Tel: 059 9159447 Web: <a href="http://www.bbts.ie">www.bbts.ie</a> <a href="mailto:ballonbts@gmail.com">ballonbts@gmail.com</a>	16 <sup>th</sup> February 2022	6 Wednesdays (10am-12pm)			Topics: Budget Friendly Meals, Healthy Dinners, Batch Cooking, Food Prep, Quick & Easy Dinners, Zero Waste, Cooking for one, Store Cupboard

<b>Smartphone Classes</b>	Venue: Ballon Business & Training Centre Tel: 059 9159447 Web: <a href="http://www.bbts.ie">www.bbts.ie</a> <a href="mailto:ballonbts@gmail.com">ballonbts@gmail.com</a>	18 <sup>th</sup> February 2022	6 Fridays 10am-12pm			Get to know your phone and see what it can do. Topics – downloading apps, photos, Social Media, WiFi Connection, Maps & GPS and Zoom
<b>Pilates</b>	Venue: Ballon Business & Training Centre Tel: 059 9159447 Web: <a href="http://www.bbts.ie">www.bbts.ie</a> <a href="mailto:ballonbts@gmail.com">ballonbts@gmail.com</a>	3 <sup>rd</sup> March 2022	6 Thursdays (10am-12pm)	€50		For more information please contact the centre on 059 9159447 Web: <a href="http://www.bbts.ie">www.bbts.ie</a> <a href="mailto:ballonbts@gmail.com">ballonbts@gmail.com</a>
<b>Customer Service</b>	Venue: Ballon Business & Training Centre Tel: 059 9159447 Web: <a href="http://www.bbts.ie">www.bbts.ie</a> <a href="mailto:ballonbts@gmail.com">ballonbts@gmail.com</a>	April 2022	Dates and times to be confirmed	Course funded by KCETB	QQI Level 4 component award	The aim of this course is to equip the learner with the knowledge, skill and competence to offer efficient customer service within a work, social or voluntary environment operating with some autonomy while under direction
<b>Career Preparation</b>	Venue: Ballon Business & Training Centre Tel: 059 9159447 Web: <a href="http://www.bbts.ie">www.bbts.ie</a> <a href="mailto:ballonbts@gmail.com">ballonbts@gmail.com</a>	Dates and times to be confirmed			QQI Level 3 component award	Topics: Personal Skills, Job Search, C.V. Preparation, Cover Letter Preparation, Interview Skills and Personal Care Skills

### TULLOW

Course name	Contact Information	Start date	Duration	Cost/ fees	Qualification	Miscellaneous Information
<b>Tullow Active Retirement Activities</b>	Further information from Ettie on 086 8608611	Ongoing				<ul style="list-style-type: none"> <li>• Bowls on Mondays and Fridays at 2 pm in Murphy Memorial Hall</li> <li>• Chair Yoga on Thursdays at 2pm in The Convent</li> <li>• Yoga on Fridays at 10 am in The Convent</li> </ul>

**Carlow Social Prescribing Service**

Carlow Social Prescribing Service is a new free service in Carlow which works to reduce social isolation and increase health and wellbeing. They can help by providing information on social groups, exercise classes, relaxation sessions, volunteering opportunities, support services and much more all in your local area. For more information please contact Sinead on 086 4147511/ email: [socialprescribing@catherines.ie](mailto:socialprescribing@catherines.ie)

**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>Online Self-Directed 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 Workshops</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>21 Day Walking Challenge</b>	Organised by Get Ireland Walking Tel: (01) 6251109	Ongoing		Free		Aim to walk for at least 30 minutes each day. You don't have to do it all at once you can build up to 30 minutes or more by being active for at least 10



	E: <a href="mailto:info@getirelandwalking.ie">info@getirelandwalking.ie</a> <a href="http://www.getirelandwalking.ie">www.getirelandwalking.ie</a>					minutes in the early days. Just keep increasing the length of your walk, and watch the minutes add up. You can download a record card on the website.
<b>5 KM Beginners Running Programme</b>	Organised by Athletics Ireland. Programme plan available at <a href="http://www.athleticsireland.ie">www.athleticsireland.ie</a> – 'Runzone' section	Ongoing	8-week programme	Free		This programme is only a suggestion and should be adapted to suit your work and home life and the days of the week that is most convenient for you to exercise. Happy Running!
<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> For information on upcoming courses please keep an eye on their website <a href="http://www.recoverycollegesoutheast.com/">www.recoverycollegesoutheast.com/</a>	Ongoing	Varies depending on the workshop/ programme	Free		The Recovery College provides educational workshops for people who are experiencing mental health and addiction challenges and are for everyone. Upcoming online education programmes <b>February 2022</b> <ul style="list-style-type: none"> <li>• 2<sup>nd</sup> – Healthy Communication Skills for Families and Supporters</li> <li>• 3<sup>rd</sup> – Understanding and Managing Stress</li> <li>• 3<sup>rd</sup> – Mind over Mood</li> <li>• 4<sup>th</sup> – Understanding and Living with Hearing Voices</li> <li>• 8<sup>th</sup> – Getting a good night's sleep</li> <li>• 9<sup>th</sup> – information and Advocacy for Families in Recovery</li> <li>• 15<sup>th</sup> – Practical Facilitation Skills</li> <li>• 16<sup>th</sup> – Understanding and managing co-dependency</li> <li>• 16<sup>th</sup> – Understanding and managing depression</li> <li>• 22<sup>nd</sup> Compassionate Mind</li> <li>• 23<sup>rd</sup> – Steps towards Healing and Forgiveness in Family Recovery</li> <li>• 23<sup>rd</sup> – Lunchtime Wellbeing</li> <li>• 25<sup>th</sup> – Understanding and Managing Addictions</li> </ul>

						<ul style="list-style-type: none"> <li>• 25<sup>th</sup> – Understanding and Managing Psychosis</li> <li>• 28<sup>th</sup> – Understanding and living with anxiety</li> <li>• 28<sup>th</sup> – Anxiety Support Group</li> </ul> <p><b>March 2022</b></p> <ul style="list-style-type: none"> <li>• 2<sup>nd</sup> – Mental Health and Family Caring and Supporting the Supporters Programme</li> <li>• 15<sup>th</sup> – Understanding and Managing Anxiety</li> <li>• 16<sup>th</sup> – Let's Talk Social Media and Wellbeing</li> <li>• 25<sup>th</sup> – Understanding Paranoia</li> <li>• 28<sup>th</sup> – Anxiety Support Group</li> <li>• 30<sup>th</sup> – Lunchtime Wellbeing</li> </ul> <p><b>April 2022</b></p> <ul style="list-style-type: none"> <li>• 12<sup>th</sup> – Personal Development Programme</li> <li>• 15<sup>th</sup> – Understanding and Living with Bipolar</li> <li>• 25<sup>th</sup> – Support Group for people who live with Anxiety</li> <li>• 27<sup>th</sup> – Lunchtime Wellbeing</li> </ul> <p><b>May 2022</b></p> <ul style="list-style-type: none"> <li>• 5<sup>th</sup> – Understanding and Managing Anxiety</li> <li>• 6<sup>th</sup> – Loneliness and Isolation</li> <li>• 9<sup>th</sup> – Communication Skills</li> <li>• 11<sup>th</sup> - Loss and Bereavement</li> <li>• 25<sup>th</sup> – Lunchtime Wellbeing</li> <li>• 30<sup>th</sup> – Support Group for people who live with Anxiety</li> </ul>
<b>Living Well Programme</b>	Venue: <b>Online</b> Provided by the HSE Keep an eye on their website for details of the	Ongoing	6-week programme (2½ hours per week)	Free		Living Well is a free Self-Management programme for adults living with long-term health conditions.

	next course - <a href="http://www.hse.ie/LivingWell">www.hse.ie/LivingWell</a>					For bookings or enquiries email: <a href="mailto:selfmanagementsupports@hse.ie">selfmanagementsupports@hse.ie</a> or call Catriona on 087 2939881
<b>Stress Control</b>	Venue: <b>Online</b> <a href="https://stresscontrol.ie/">https://stresscontrol.ie/</a>	January – March 2022	Mondays & Thursdays at 9am	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 March. No need to register just click the link. If you miss them the class will stay up online for 48 hours after.

---

*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.*