

OPEN DAY

Carlow Institute of Further Education & Training

Thursday, 3rd March

11am-3pm and 5pm-8pm

Information is available on over 40 full-time courses

Come view the campus and meet the teachers and students.

It's an exciting day of demos, chat and support for your future.

For more information please call 059 9134230/ email: info@carlowinstitute.ie / www.carlowinstitute.ie

AONTAS ADULT LEARNERS' FESTIVAL

KCETB INFORMATION EVENTS

Are you in employment, would you like to upskill?

Are you interested in finding out about education and training opportunities locally?

One of these events is for you!

KCETB Staff will be in the Fairgreen Shopping Centre in Carlow and MacDonagh Junction in Kilkenny on the following dates to answer any questions you might have on free, part and full-time adult and further education and training courses

Location	Date	Time
MacDonagh Junction Kilkenny	Saturday - March 5 th	11am - 5pm
Fairgreen Shopping Centre - Carlow	Sunday - March 6 th	12pm - 6pm
MacDonagh Junction Kilkenny	Wednesday - March 9 th	11am – 5pm
Fairgreen Shopping Centre - Carlow	Friday - March 11 th	11am - 7pm
Fairgreen Shopping Centre - Carlow	Saturday - March 12 th	12pm - 6pm

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.

Pool: [1 Pool Attendant](#) – Job Ref No: CES-2211230
Rehab Care: [2 Support Workers](#) - Job Ref No: CES-2206767
Killeshin 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 or call **(059) 9134887** or **085 8584187** for further information.

**CHECK
THIS
OUT!!!**

If you are 21+ and receiving a social welfare payment you may be eligible for a **Community Employment Scheme** with
CARLOW EARLY YEARS TRAINING SCHEME

<u>Childcare Assistant Jobs Available:</u>		<u>Assistant Cook Jobs Available:</u>	
Leighlinbridge	Job Ref #CES-2155241	Leighlinbridge	Job Ref #CES-2195614
Tots to Teens Tullow	Job Ref #CES-2155372	Chatterbox Tullow	Job Ref #CES-2200691
Rathoe	Job Ref #CES-2157789		
Ballon	Job Ref #CES-2158571		
Bagenalstown	Job Ref #CES-2164141		
Forward Steps Tullow	Job Ref #CES-2193949		
Chatterbox Tullow	Job Ref #CES-2194174		
Pied Piper Rathvilly	Job Ref #CES-2196671		
St Catherine’s Carlow	Job Ref #CES-2198698		

For more information please call **(059) 91 34996** or **087 195 2980** or **086 1855052** or check www.jobsireland.ie for these and upcoming vacancies.
 Carlow Early Years Training Scheme provides trainees with the skills, training and opportunities throughout their time on the scheme.

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. We look forward to hearing from you.

UPCOMING COURSES - CARLOW TOWN

Course name	Contact Information	Start date	Duration	Cost/ fees	Qualification	Miscellaneous Information
Conversational English Classes (Fáilte Isteach)	Venue: Online 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
e-Language Learning with Carlow Libraries	Venue: Online Carlow Library Services – Carlow Town, Tullow, Bagenalstown & Borris www.carlowlibraries.ie 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.
e-Learning with Carlow Libraries	Venue: Online Carlow Library Services – Carlow Town, Tullow, Bagenalstown & Borris www.carlowlibraries.ie 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.
e-College - SOLAS Online Courses	Venue: Online E-College Tel: 1800 855831 E: ecollegeinfo@solas.ie Web: www.ecollege.ie	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"> • Business • Computer Programming • Data Science • Databases • IT Professional • Office Productivity • Web and Graphic Design

Reading, Writing, Maths & Technology Courses	Venue: Online National Adult Literacy Agency https://courses.nala.ie Freephone: 1800 202065	Continuous	Part time – varies depending on the course	Free	QQI certification	<ul style="list-style-type: none"> • QQI Level 2 qualification example of some subjects – Reading, Writing, Using Technology, Quantity & Number, Pattern & Relationship, Listening and Speaking, Personal Decision Making, Setting Learning Goals • QQI Level 3 qualifications example of some subjects – Personal Effectiveness, Communications, Career Preparation • New subjects due to start
Pitman Training Carlow Kilkenny	Venue: Blended (Online) Learning Wexford Road Business Park, Carlow R93 K260 Tel: (059) 918 2415/ (085) 1639351 Email: carlow@pitman-training.ie	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: www.pitman-training.ie/our-centres/carlow
Barrow Training Courses & Workshops	Venue: Blended (Online) Learning Barrow Training Tel: 059 9721416 E: marketing@barrowtraining.ie W: 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"> • QQI Level 5 minor and major awards in Healthcare • QQI Level 5 minor and major awards in Childcare • Manual & Patient Handling • First Aid Response (FAR) • FAR Refresher course • QQI Level 6 in Supervisory Management • QQI Level 6 in Safety Management • QQI Level 6 in Training Delivery & Evaluation

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	€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"> • 12th March - Control of Vehicle & Eco Driving Techniques • 19th March - The Professional Truck Driver • 27th March - Health & Safety of the Professional Driver • 3rd April - The Role of the Professional Driver in the Transport Industry
First Aid Responder	Venue: Carlow Provider: Ali Active Training Tel: 087 8231276/ info@aliactivetraining.ie www.aliactivetraining.com	March 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.
First Aid Responder Refresher Course	Venue: Carlow Provider: Ali Active Training Tel: 087 8231276/ info@aliactivetraining.ie www.aliactivetraining.com	March 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.
Understanding Financial Waste in Your Business	Venue: Online Provider: Carlow Kilkenny Skillnet For more information please call Jacqueline on 059 9132152 Bookings – https://carlowkilkennyskillnet.ie/	1 st March 2022	10am-1pm	€45		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 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.

Microsoft Excel Advanced	Venue: Online Provider: Carlow Kilkenny Skillnet For more information please call Jacqueline on 059 9132152	3 rd March 2022	2 half day sessions on 3 rd & 10 th 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. Bookings – https://carlowkilkennyskillnet.ie/
Taster Session to participate in Dragon Boating	Venue: River Barrow – meeting at Carlow Town Park Contact: Majella in Carlow Sports Partnership – mfennelly@carlowcoco.ie Bookings at www.eventbrite.ie	5 th 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.
Healthcare Support Traineeship	Venue: Carlow Town Contact: KCETB Training Services Helena Comerford (056) 7813014 or email tsu.recruit@kilkennycarlowetb.ie	7 th March 2022	47 weeks (Class based learning: 2 days per week Workplace learning: 2.5 days per week)	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. Course information and application at – www.fetchcourses.ie
Welding – Basic/ Intermediate/ Advanced Levels (MMA/	Venue: Arc Training, Newacre, Athy Road, Carlow Contact Aine Byrne on 059 9131624/	8 th March – 19 th April 2022	6 weeks – 2 evenings per week	Please contact course provider – varies depending on course and if	Testing is done by an independent specialist to ISO 9606 - 1 2013	All types & all levels - Manual Metal Arc (MMA)/ Tungsten Inert Gas (TIG) /Metal Inert Gas (MIG)/ Coded Pipe

TIG/ MIG & Coded Pipe)	abyrne@thompson.ie Web: www.arctrainingsolutions.com		(6pm-9pm) Tuesdays & Thursdays	certification is required	standard. Tests are available at appropriate levels depending on ability. The tutor will advise on the test best for learners.	<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. <p>Courses running again: 26th April</p>
Increase Productivity Through Effective Time Management	Venue: Carlow Gateway Business Centre Provider: Carlow Kilkenny Skillnet For more information please call Jacqueline on 059 9132152	8 th 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 – https://carlowkilkennyskillnet.ie/
First Aid Responder	Venue: Carlow Gateway Business Centre Provider: Carlow Kilkenny Skillnet For more information please call Jacqueline on 059 9132152 Bookings – www.eventbrite.ie	9 th March 2022	3 days – (5 th , 12 th , 19 th 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. https://carlowkilkennyskillnet.ie/ Next course date: 23rd March 2022
Safeguarding (1) - Child Welfare & Protection Basic Awareness	Venue: Online Contact: Carlow Sports Partnership on 059 9136205 Bookings at www.eventbrite.ie	10 th March 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. Next course date: 7th April 2022
Running Workshop – All Levels	Venue: Clogrennane Woods, Raheendoran	12 th March 2022	12pm-4pm	€95		Join Irish Olympian, Marathon Winner and World Medallist, Catherina

	Bookings at www.eventbrite.ie					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.
Coaching Teenage Girls in Sport Workshop	Venue: Online For more information please contact Deborah in Carlow Sports Partnership deborahfoley@carlowcoc.o.ie	12 th 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 – www.eventbrite.ie
Basic Welding	Venue: Carlow Town Contact: KCETB Training Services Bernie Eccles (056) 7813014 or email tsu.recruit@kilkennycarlowebt.ie	14 th 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 – www.fetchcourses.ie Course running again: 13th June 2022
Safeguarding (2) – Club's Children Officer	Venue: Online Contact: Carlow Sports Partnership on 059 9136205 Bookings at www.eventbrite.ie	15 th 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. Course running again: 28th April 2022

<p>Manual Handling Instructor</p>	<p>Venue: Online Provider: Carlow Kilkenny Skillnet For more information please call Jacqueline on 059 9132152 Bookings – www.eventbrite.ie</p>	<p>16th March 2022</p>	<p>5 Wednesdays (9am-5pm) – 4 days online & 1 day in classroom for assessment</p>	<p>€295</p>	<p>QQI Level 6 component award</p>	<p>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 ensure competency in the preparation of Manual Handling Risk Assessments.</p>
<p>The Healing Hearts Steps to Peace Course</p>	<p>Venue: Carlow Cathedral Parish Centre For more information please contact Clive Rooney on 0851859154/ email: cliverooney@yahoo.co.uk Web: www.clivecare.ie</p>	<p>16th March 2022</p>	<p>8 Wednesdays (3pm-5pm)</p>	<p>Free - this course is being funded by KCETB and participants will need to complete the KCETB registration form prior to commencement.</p>		<p>In this course you will learn:</p> <ul style="list-style-type: none"> • Practical tools to plan and prepare for grief episodes. • The different tasks involved in the grieving process. • How to grieve in healing ways that are unique to you. • Understanding the common difficulties that people suffer that interferes with healthy grieving. • The role of the family system and how to grieve together. • Learning compassionate answers to the many questions that grief will ask you.
<p>Prepare to Work in Construction</p>	<p>Venue: Carlow Town Contact: KCETB Training Services Helena Comerford (056) 7813014 or email tsu.recruit@kilkennycarloweb.ie</p>	<p>21st March 2022</p>	<p>3 weeks full time</p>	<p>Free to eligible applicants</p>		<p>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 – www.fetchcourses.ie</p>

Mastering Sales – a toolkit for selling success	Venue: Carlow Gateway Business Centre Provider: Carlow Kilkenny Skillnet For more information please call Jacqueline on 059 9132152 Bookings – https://carlowkilkennyskillnet.ie/	22 nd March 2022	1 day	€95		Learn more about what is important to today's buyer and how to adapt your approach to win business. Content: 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
Project Management	Venue: Hybrid Provider: Carlow Kilkenny Skillnet For more information please call Jacqueline on 059 9132152 Bookings – https://carlowkilkennyskillnet.ie/	24 th March 2022	5 evenings online & 5 evenings face to face (6.30pm-9.30pm)	Unfunded Fees €2100 per person Fees with funding from Carlow Kilkenny Skillnet €995 per person	Diploma	The Diploma is structured around real-world project management challenges and internationally recognised best practices, including the Project Management Body of Knowledge (PMBOK®), PRINCE2® and Agile Project Management. The skills and techniques taught are relevant to all sectors of business and government including professional services, construction, engineering, technology and life sciences. Students also learn how to utilise Microsoft Planner & Project in the planning, execution and monitoring and controlling of projects.
Managing on the Front Line - Supervisory Management	Venue: Blended Learning/ Carlow Gateway Business Centre Provider: Carlow Kilkenny Skillnet For more information please call Jacqueline on 059 9132152	24 th March 2022	4 days – 24 th & 31 st March, 7 th & 14 th 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 – https://carlowkilkennyskillnet.ie/
Sports First Aid & AED	Venue: Talbot Hotel, Carlow	26 th 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 www.eventbrite.ie					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.
Microsoft Excel Intermediate	Venue: Online Provider: Carlow Kilkenny Skillnet For more information please call Jacqueline on 059 9132152 Bookings – https://carlowkilkennyskillnet.ie/	31 st March 2022	2 half day sessions on – 31 st March & 7 th April	€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.
Safety Representative Training	Venue: Online Provider: Carlow Kilkenny Skillnet For more information please call Jacqueline on 059 9132152 Bookings – https://carlowkilkennyskillnet.ie/	31 st March 2022	3-day programme (31 st March, 5 th & 12 th April)	€90		The primary objective of the Safety Representative programme is to provide newly appointed safety representatives with an understanding of the key areas of occupational health and safety (OHS) legislation and guidance. The course focuses particularly on the necessary skills and knowledge to fulfil their role as an employee safety representative.
Driver Theory Test Preparation for Bus and Truck	Venue: Carlow Town Contact: KCETB Training Services Bernie Eccles (056) 7813014 or email tsu.recruit@kilkennycarloweb.ie	4 th 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 – www.fetchcourses.ie

Train the Trainer	Venue: Hybrid Learning/ Carlow Gateway Business Centre Provider: Carlow Kilkenny Skillnet For more information please call Jacqueline on 059 9132152	5 th April 2022	4 days – 5 th , 12 th , 19 th & 26 th 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 – https://carlowkilkennyskillnet.ie/
Business Writing	Venue: Online Provider: Carlow Kilkenny Skillnet For more information please call Jacqueline on 059 9132152	6 th April 2022	10am- 12pm	€45		This session will give you a number of ideas and practical skills to present clear, good quality business emails and reports. Workshop Content includes: Producing a Clear Writing Plan; Overcoming the 3 common flaws in business writing: Grammar Gaffs, Crazy Words & Daft Logic; Making your ideas attractive to your readers Bookings – https://carlowkilkennyskillnet.ie/
Safeguarding (3) – Club Designated Liaison Person	Venue: Online Contact: Carlow Sports Partnership on 059 9136205 Bookings at www.eventbrite.ie	12 th 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 Siochána / PSNI. It is recommended that this person is a senior club person
Professional Office Administration Traineeship (Medical/ Finance/ Legal)	Venue: Carlow Town Contact: KCETB Training Services Helena Comerford (056) 7813014 or email tsu.recruit@kilkennycarloweb.ie	25 th 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 – www.fetchcourses.ie
Train the Trainer	Venue: Online	25 th April 2022	16 weeks – Monday	This course is through Skills to	QQI Level 6 Minor Awards in	The successful completion of the QQI L6 Special Purpose Award in Training

	Contact: KCETB Training Services Helena Comerford (056) 7813014 or email tsu.recruit@kilkennycarlowebt.ie		and Tuesday evenings	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.	(1) Training Delivery & Evaluation and (2) Training Needs Identification & Design	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.
Digital Marketing (Brand Development & Social Media for Business)	Venue: TBC Contact: KCETB Training Services Helena Comerford (056) 7813014 or email tsu.recruit@kilkennycarlowebt.ie	26 th April 2022	Tuesday and Thursday evenings (6.30pm-9.30pm) over 16 weeks	70% of course fees will be funded through Skills to Advance. Learners will be required to contribute 30% of the cost of the course. Fee concession for those whose employment has been impacted by COVID	City & Guilds Qualifications (1) Principles of Social Media within a Business (2) Brand Development	The successful completion of this course provides applicants with an in-depth knowledge and understanding of the use of digital marketing and how to use it effectively and measure the results in a business environment. Applicants should have experience using MS Word/ PowerPoint, with a minimum typing speed of 25 words per minute. Minimum number of hours per week for self-directed learning: 12.75 Course information and application at – www.fetchcourses.ie
Forklift, Safe Pass & Manual Handling	Venue: Carlow Town Contact: KCETB Training Services Olive Morrissey (056) 7813014 (ext. 200) or email tsu.recruit@kilkennycarlowebt.ie	9 th 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 – www.fetchcourses.ie

<p>Prepare to Work in Hospitality</p>	<p>Venue: Carlow Town Contact: KCETB Training Services Bernie Eccles (056) 7813014 or email tsu.recruit@kilkennycarlowetb.ie</p>	<p>9th May 2022</p>	<p>3 weeks full time</p>	<p>Free to eligible applicants</p>	<p>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 – www.fetchcourses.ie</p>
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BALLON/ RATHOE

Course name	Contact Information	Start date	Duration	Cost/ fees	Qualification	Miscellaneous Information
Art with Breda	Venue: Ballon Business & Training Centre Tel: 059 9159447 Web: www.bbts.ie ballonbts@gmail.com	1 st March 2022	6 Tuesdays (11.30am-1.30pm)	€50		Don't forget your easel and painting gear! Easel provided if needed. Come along relax, paint and chat!
Art with Breda	Venue: Ballon Business & Training Centre Tel: 059 9159447 Web: www.bbts.ie ballonbts@gmail.com	2 nd March 2022	6 Wednesdays (2pm-4pm)	€50		Don't forget your easel and painting gear! Easel provided if needed. Come along relax, paint and chat!
Pilates	Venue: Ballon Business & Training Centre Tel: 059 9159447 Web: www.bbts.ie ballonbts@gmail.com	3 rd March 2022	6 Thursdays (10am-12pm)	€50		For more information please contact the centre on 059 9159447 Web: www.bbts.ie ballonbts@gmail.com
Chair Yoga	Venue: Ballon Business & Training Centre Tel: 059 9159447 Web: www.bbts.ie ballonbts@gmail.com	4 th March 2022	5 Fridays (10am-11.15am)	€60		Chair yoga is a gentle exercise ideal for those suffering from conditions, such as chronic pain and everyday aches and pains.
Spring into Summer Gardening	Venue: Ballon Business & Training Centre	7 th March 2022	6 Mondays (2pm-4pm)	€50		Get Your Garden Spring Ready! This is the time to start planning your summer garden. For more information please contact the centre on 059 9159447 Web: www.bbts.ie/ ballonbts@gmail.com
Sewing Classes – Beginners & Advanced	Venue: Ballon Business & Training Centre For more information please contact the centre on 059 9159447 Web: www.bbts.ie ballonbts@gmail.com	7 th March 2022	4 Mondays (9.30am-12.30pm)	€50		All levels, from beginners to intermediate and onto advanced learners are welcome on this workshop. Breda will facilitate each person at their own individual level. Don't forget your pattern, material and machine!

Zumba	Venue: Ballon Community & Sports Centre	16 th March 2022	7-8pm	€8		For further details please contact Angela 0874491222
Supervisory Management	Venue: Inhouse and Blended Learning For more information please contact the centre on 059 9159447 Web: www.bbts.ie ballonbts@gmail.com	23 rd March 2022	10 Wednesdays (6.30pm-9.30pm)	€350 – can be paid in instalments	QQI Level 6 component award	This course will enable the learner relevant knowledge, skill and competence to work in a supervisory role. Learners will be able to train staff, prepare budgets, work-related records including staff rota, carry out staff evaluations and more.
Time for Me	Venue: Ballon Business & Training Centre Tel: 059 9159447 Web: www.bbts.ie ballonbts@gmail.com	25 th March 2022	6 Fridays (10am-12pm)	€50		The course covers: Aromatherapy; How to use and blend Essential Oils; Mindfulness Workshop; Mood boosting foods; Diet and nutrition tips; Indian head massage and Healthy lifestyle
Bookkeeping – Manual & Computerised	Venue: Ballon Business & Training Centre Tel: 059 9159447 Web: www.bbts.ie ballonbts@gmail.com	28 th March 2022	10 Mondays (7-10pm)	€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.
Payroll - Manual & Computerised	Venue: Ballon Business & Training Centre Tel: 059 9159447 Web: www.bbts.ie ballonbts@gmail.com	7 th April 2022	10 Thursdays (7-10pm)	€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
Parental Online Safety Course	Venue: Ballon Business & Training Centre Tel: 059 9159447 Web: www.bbts.ie ballonbts@gmail.com	29 th April 2022	6 Fridays (10am-12pm)	€50		Are you aware of the online challenges and the various levels of risk when your child is online? Would you like to know more about keeping your child safe in their online world? Then come and join our 6 weeks Parental Online Safety Course!

Customer Service	Venue: Ballon Business & Training Centre Tel: 059 9159447 Web: www.bbts.ie ballonbts@gmail.com	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
Career Preparation	Venue: Ballon Business & Training Centre Tel: 059 9159447 Web: www.bbts.ie ballonbts@gmail.com	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
Line Dancing, Waltz, Jive, Quick Step and Foxtrot	Venue: Murphy Memorial Hall	Ongoing on Tuesdays	8.15 pm - 9.30 pm			
Tullow Active Retirement Activities	Further information from Ettie on 086 8608611	Ongoing				<ul style="list-style-type: none"> • Bowls on Mondays and Fridays at 2 pm in Murphy Memorial Hall • Chair Yoga on Thursdays at 2pm in The Convent • Yoga on Fridays at 10 am in The Convent

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

Wellness & Mental Health Courses/ Workshops

Course name	Contact Information	Start date	Duration	Cost/ fees	Qualification	Miscellaneous Information
Mindfulness Sessions	Venue: Online	Ongoing		Free		Guided mindfulness exercises available on http://www.freemindfulness.org/download
Online Self-Directed Programme	Venue: Online Aware 1800804848 supportmail@aware.ie Web: www.aware.ie	Ongoing		Free		Content <ul style="list-style-type: none"> • Space from Stress • Space for Sleep • Space for Resilience • Space from Covid-19 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.
Wellness Workshops	Venue: Online Suicide or Survive LoCall 1890 577 577 or 01 272 2158 info@suicideorsurvive.ie	Ongoing		Free		Workshops <ul style="list-style-type: none"> • Wellness Workshops • YouMatter Workshop 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: https://suicideorsurvive.ie
21 Day Walking Challenge	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: info@getirelandwalking.ie www.getirelandwalking.ie					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.
5 KM Beginners Running Programme	Organised by Athletics Ireland. Programme plan available at www.athleticsireland.ie – ‘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!
Recovery College South East Workshops	Venue: Online Tel: 086 1746330 Email: recoverycollegesoutheast@gmail.com For information on upcoming courses please keep an eye on their website www.recoverycollegesoutheast.com/	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 March 2022 <ul style="list-style-type: none"> • 2nd – Mental Health and Family Caring and Supporting the Supporters Programme • 15th – Understanding and Managing Anger • 16th – Let’s Talk Social Media and Wellbeing • 21st – Food for Mood • 25th – Understanding Paranoia • 28th – Anxiety Support Group • 30th – Lunchtime Wellbeing April 2022 <ul style="list-style-type: none"> • 12th – Personal Development Programme • 15th – Understanding and Living with Bipolar • 25th – Support Group for people who live with Anxiety • 27th – Lunchtime Wellbeing May 2022 <ul style="list-style-type: none"> • 5th – Understanding and Managing Anxiety

						<ul style="list-style-type: none"> • 6th – Loneliness and Isolation • 9th – Communication Skills • 11th - Loss and Bereavement • 25th – Lunchtime Wellbeing • 30th – Support Group for people who live with Anxiety
Living Well Programme	Venue: Online Provided by the HSE Keep an eye on their website for details of the next course - www.hse.ie/LivingWell	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. For bookings or enquiries email: selfmanagementsupports@hse.ie or call Catriona on 087 2939881
Stress Control	Venue: Online https://stresscontrol.ie/	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.