23/24 Courses for Industry

Southern Regional College | Business Support & Innovation

#Betterbusiness

Helping your Business

At Southern Regional College, the Business Support and Innovation team understand that a highly skilled and motivated workforce is an essential component for a business to innovate, compete and grow.

Our highly skilled and qualified Business Development team can help identify your specific skills needs and offer flexible solutions to meet these needs.

What we offer:

- Training Needs Analysis to establish skills gaps
- Tailored training solutions specific to your business, which can be delivered at a time and a place that suits you
- Funded Support – in some cases you may be eligible for 100% fully funded *Skills Focus programmes or 100% Free Skill Up Flexible Skills funding towards the cost of accredited training
- Bespoke solutions
- Online and blended training programmes in a range of areas

For more information on Skills Focus and/or Bespoke Training contact us on:
028 3839 7778 / 028 3025 9664 or emal us at
betterbusiness@src.ac.uk

For more information on Skill Up Flexible Skills, contact us on:
028 3839 7778 / 028 3025 9664 or emal us at
skillup@src.ac.uk

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Spaces are limited on fully funded courses. SRC offers a wide range of courses to industry so please do not hesitate to contact us if the course you require is not listed.

Courses for Industry Skills Focus

Meet changing demands with focus led courses!

At Southern Regional College we have a resolute and experienced Business Support & Innovation team who collaborate closely with employers to deliver upskilling and innovation to meet the specific needs of each business. Our team will work with you to review your business training needs and identify a range of course options, assessment plans and delivery models available.

Funding from the Department for the Economy (DfE) supports small and medium sized enterprises across Northern Ireland, who want to grow their skills and drive innovation with the Skills Focus programme delivered exclusively for DfE by the six FE colleges.

Skills Focus

Get support to develop the skills of your existing workforce with qualifications at level 2 and above as part of Skills Focus. Skills Focus programmes are 100% fully funded until 31st March 2024. To qualify, your business must have less than 250 employees and you must be based in Northern Ireland. Skills Focus programmes are available to private sector companies and eligible social enterprises. Delivery of this programme can be tailored to meet your company requirements, delivered online on an SRC campus or at your business premises.

If your business/employees do not qualify for funded training, or the training you require is not listed, please contact us and we will endeavour to meet your needs.

SKILL UP
Flexible Skills Fund

The Skill Up - Flexible Skills Fund has been established to help upskill and reskill individuals to meet the needs of the economy.

It is designed to boost participation in lifelong learning and reduce key skills imbalances in areas where there are skills shortages. Southern Regional College offers a wide range of courses through the Skill Up programme, all of which are fully funded by the Department for the Economy (DfE).

Where entry requirements apply, please ensure you upload required documentation onto the SRC application portal.

Eligibility for all courses:

- Applicants must be 18 years of age on or before course start date
- Applicants must be eligible to work in Northern Ireland
- Applicants must be 'settled' in Northern Ireland and have been ordinarily resident in the UK for at least three years; or is a person who has indefinite leave to enter or remain in the UK
- Applicants are only permitted to complete a maximum of 2 free courses at a time

For further information on our Skills Up courses please contact **skillup@src.ac.uk**

SKILL UP

Northern Ireland Office

Department for the Economy
www.economy-ni.gov.uk

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Advanced Manufacturing & Engineering

Level 3 Award Industrial Robotics

This qualification will enable the learner to understand health and safety requirements of robot manipulators, and how to calibrate and program robots for simple industrial applications.

Modules include:

- Configure robotic systems
- Integrate robotic systems with external sensors and peripheral devices
- Use and IDE (Integrated Development) for industrial applications

Entry requirements:

- GCSE Maths at Grade C or above (or equivalent)

DURATION	15 WEEKS
Cost	**Free** - Skill UP Skills Fund
Campus	Portadown Campus

Courses dates and times, see **src.ac.uk/courses**

Level 4 Award Industrial Robotics

This qualification will enable the learner to understand how to program collaborative robot manipulars and integrate sensors and programmable logic controller (PLC) systems, to achieve automated industrial applications.

Modules covered:

- Understand industrial collaborative robotic manipulators and end-effectors and their applications
- Set up and configure robotic systems using an Integrated Development (IDE) and simulation software
- Integrate analogue and digital sensors with a robotic arm
- Produce basic coding and script writing
- Integrate a robotic arm with a simple PLC based system

Entry requirements:

- Learners need to have completed Level 3 Award in Industrial Robotics

DURATION	15 WEEKS
Cost	**Free** - Skill UP Skills Fund
Campus	Newry Campus

Courses dates and times, see **src.ac.uk/courses**

Level 3 Unit Manufacturing Computer Numerical Control Machining Processes

This unit is designed to develop your skills in computer numerical control and includes machine preparation, loading programmes and simulating & proving programmes.

- Examine the control systems used in computer numerical control machines and different computer programming methods
- Develop a computer numerical control set-up sheet and part program to manufacture a component safely
- Carry out computer numerical control machining processes to manufacture a component safely
- Review the processes used to machines a component and reflect on personal performance

Entry requirements:

- Basic computer or design skills would be beneficial before beginning this course

DURATION	12 WEEKS
Cost	**Free** - Skill UP Skills Fund
Campus	Portadown Campus

Courses dates and times, see **src.ac.uk/courses**

Level 4 Unit Programmable Logic Controllers

This unit will give participants an understanding of the use and application of programmable logic controllers (PLC's), the hardware and software that makes up a PLC & the interaction needed between both components.

Modules covered:

- Investigate the technology used in Industrial Programmable Logic Controller systems
- Develop and industrial Programmable Logic Controller system to solve an engineering problem

Entry requirements:

- An understanding of programmable logic controllers (PLCs) use would be beneficial before undertaking this course

DURATION	12 WEEKS
Cost	**Free** - Skill UP Skills Fund
Campus	Newry & Portadown Campus

Courses dates and times, see **src.ac.uk/courses**

Advanced Manufacturing & Engineering

Level 3 Unit Pneumatic & Hydraulic Systems & Devices

This unit is designed to explore the safe operation of pneumatic and hydraulic systems, including simulation of circuits using software and practical system assembly and testing.

Modules covered:

- Examine the safe operation and maintenance of pneumatic and hydraulic powered systemsIntegrate robotic systems with external sensors and peripheral devices
- Develop pneumatic and hydraulic circuit diagrams and simulate their operation

Entry requirements:

- Applicants who have basic computer or design skills will find this beneficial in undertaking this course

DURATION	12 WEEKS
Cost	**Free** - Skill UP Flexible Skills Fund
Campus	Newry Campus
Courses dates and times, see **src.ac.uk/courses**	

City & Guilds Level 2 Award in MIG (Metal Insert Gas) Welding

This is a basic course designed as an introduction to basic MIG welding techniques and will cover the following:

- Set up/Shut down procedures
- Health and Safety Awareness
- System settings for all appropriate material types
- Basic welding techniques
- Metal prep of materials to be welded
- Completion and mastery of welded joints

Entry requirements:

- Previous experience not essential

DURATION	15 WEEKS
Cost	***Fully Funded-Courses for Industry**
Campus	Portadown & Armagh Campus
Courses dates and times, see **src.ac.uk/courses**	

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Business

Level 3 Diploma in Business Administration (Women Returners)

The City and Guilds Level 3 Diploma in Business Administration programme aims to empower women who wish to return to the workplace by enabling them to achieve an accredited qualification alongside invaluable work experience. The programme runs for 21 weeks and students will attend the Greenbank Campus, Greenshoots in Newry. Training will be delivered Monday to Friday for 12 weeks, 09.30 am - 13.15 pm, where students will work towards the City and Guilds Level 3 Diploma in Business Administration.

- SRC will source suitable employers for students to embark on a work placement element of this programme
- Students will be placed with an employer for a further 8-week placement, which will run from Monday to Friday, 09.30am - 13.15pm
- All attendees will be entitled to a weekly training allowance of £150 plus childcare and travel expenses
- Students will have exams and assignments to complete throughout the duration of the course

DURATION	21 WEEKS
Cost	**Free** - Skill UP Flexible Skills Fund
Campus	Greenbank Campus, Greenshoots

Courses dates and times, see **src.ac.uk/courses**

Entry requirements:

- Applicants should have achieved GCSE Maths and English Grade C or above or the Essential Skills equivalent. (Applicants upload certificates as part of their online application
- Desirable Criteria: Knowledge of MS Office

I am delighted we signed up to the Women Returners programme - this course is fantastic

Wood Innovations, Newry

Wood Innovations

Business

Excel Basic

This course is aimed at the complete novice or a user that has limited experience of using Excel. The course demonstrates how Excel can improve productivity and is a time saving tool for manipulating numeric or statistical data.

The course will provide practical experience of:

- Creating and managing workbook
- Manage cells and ranges
- Perform operations with formulas and functions
- Create Charts and Objects

Excel Intermediate

This course is aimed at a user who has been using Excel for up to a year and who wants to develop their existing skills further. The course demonstrates how Excel can improve productivity and is a time saving tool for manipulating numeric or statistical data.

The course will provide practical experience of:

- Creating Tables
- Complex Functions and Formula
- Customising Worksheets e.g., Protection, Freezing panes, Filtering, Conditional Formatting 4. Relative, Absolute and Mixed Cell references

Excel Advanced

This course is aimed at a user who has a lot of experience using Excel but needs further training in advanced features. The course demonstrates how Excel can be used to improve productivity and is a time saving tool for manipulating numeric or statistical data.

The course will provide practical experience of:

- Pivot Tables
- Goal Seek/What If scenarios
- Managing Large Spreadsheet

Excel Specialist

This course is aimed at a user who has a lot of experience using Excel but needs further training in advanced features. The course demonstrates how Excel can be used to improve productivity and is a time saving tool for manipulating numeric or statistical data.

The course will provide practical experience of:

- Creating and managing workbooks
- Collaborating with the Developer Tab
- VBA Programming/Macros

Bespoke Excel training can be set up to suit your business needs. Please contact Business Support & Innovation Centre for details.

Finance for Managers (Bitesize)

The course is designed to give managers and introduction to finance in business and how to use this to contribute to business success.

Entry Requirements

It is preferable that applicants are in a management role or aspiring to be in management.

Modules:

- Understand importance of cash flow to a business
- Understand purpose of financial reporting statements
- Use financial measures to evaluate business performance
- Use financial measures to assist in decision making, budgeting, planning, controlling, and assessing performance.

Bespoke Finance for Managers / non-Managers can be tailored to suit your business needs, options can include non-accredited or accredited qualifications. Please contact Business Support team for details.

Construction Trades

Level 3 NVQ Diploma in Heritage Skills (Construction)

The aim of this qualification is to recognise the knowledge, skills and competence demonstrated by an individual in the workplace. This Level 3 NVQ Diploma in Heritage Skills provides the opportunity for individuals who specialise in masonry to achieve a relevant qualification to recognise their knowledge, skills and understanding in the heritage sector.

DURATION	25 WEEKS
Cost	***Fully Funded-Courses for Industry**
Campus	Banbridge Campus

Courses dates and times, see **src.ac.uk/courses**

Stonemasonry (Construction) Level 3 NVQ Diploma

The Level 3 NVQ Diploma in Stonemasonry (Construction) follows the Stone Fixing Pathway and has been developed for achievement in a real working environment, which means the learner needs to be employed to undertake this qualification.

The learner will learn key practical skills and knowledge in these mandatory units:

- Repairing complex stonemasonry structures in the workplace
- Erecting complex stonemasonry structures in the workplace
- Setting out complex stonemasonry structures in the workplace
- Confirming work activities and resources for an occupational work area in the workplace
- Confirming the occupational method of work in the workplace
- Developing and maintaining good occupational working relationships in the workplace
- Conforming to general health, safety, and welfare in the workplace

Entry requirements:

- Applicants should be employed in stone masonry

DURATION	1 YEAR
Cost	***Fully Funded-Courses for Industry**
Campus	Portadown Campus

Courses dates and times, see **src.ac.uk/courses**

Principles of Manual Handling Train the Trainer for the Construction Industry Level 3 Certificate

This course will provide attendees with the knowledge to deliver in-house manual handling training. The programme covers the main considerations when identifying who may be most at risk from manual handling injuries and the control measures required to reduce the risk. The course will identify the role of Risk Assessments and Policies and Procedures and how these should be implemented. The programme will conclude with a multiple-choice questionnaire and short manual handling presentation.

DURATION	4 WEEKS
Cost	**£312.00 Per Person**
Campus	Greenbank Campus

Courses dates and times, see **src.ac.uk/courses**

If your business/employees do not qualify for funded training, or the training you require is not listed, please contact us and we will endeavour to meet your needs.

Digital Construction

Collaboration in Building Information, Modelling/Management Level 4 Certificate

The OCN NI Level 4 Certificate in Collaboration in Building Information Modelling/Management qualification has been designed to provide the learner with the knowledge and skills to work collaboratively with others on building information models. In addition, the learner will gain knowledge and skills relating to information management. In addition, the learner will gain knowledge and skills relating to information management.

Modules covered:

- Collaboration in Building Information Modelling
- Collaboration in Building Information Management

Entry requirements:

- Have an understanding and appreciation of the construction sector including construction techniques. CAD or 3D modelling experience is preferred
- Be able to interpret construction information

DURATION	1 YEAR
Cost	***Fully Funded-Courses for Industry**
Campus	Newry Campus

Courses dates and times, see **src.ac.uk/courses**

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3D Building Modelling using Revit Level 4 Certificate

This unit will enable the learner to understand the basic principles of 3D Building Information Modelling with the authoring software Revi t.

- Understand what is meant by BIM
- Understand and be able to use modelling interface
- Be able to create a three-dimensional (3D) model
- Be able to create a two dimensional (2D) drafting views
- Understand sheet compilation and publication

Entry requirements:

- Have an understanding and appreciation of the construction sector, including construction techniques. CAD or 3D modelling experience is preferred
- Be able to interpret construction information
- Be at least 18 years of age to undertake this qualification

DURATION	12 WEEKS
Cost	***Fully Funded-Courses for Industry**
Campus	Newry Campus

Courses dates and times, see **src.ac.uk/courses**

If your business does not qualify for Skills Focus funding or the training, you require is not listed, please contact us and we will endeavour to meet your needs at competitive prices.

Digital Skills

Level 3 Certificate in Digital Marketing Business Principles

This course will deliver theory and practical demonstrations on Digital Marketing Strategies for businesses. Assessment will be an external assessment, on screen test.

Learning outcomes:

- Understand the principles of digital marketing tools and how they work together
- Understand digital and social media platforms
- Understand the business environment and issues relating to digital marketing and customer needs
- Understand digital etiquette
- Understand how digital platforms integrate into the working environment
- Understand how to protect data across digital and social media platforms

Entry requirements:

- No prior knowledge, understanding, skills or qualifications are required

DURATION	15 WEEKS
Cost	***Fully Funded-Courses for Industry**
Campus	eCampus

Courses dates and times, see **src.ac.uk/courses**

Digital Skills

Level 4 Award Social Media & Digital Marketing

The OCN NI (Northern Ireland) Level 4 Award in Social Media and Digital Marketing qualification aims to develop knowledge and skills in the use of internet and communications technologies for marketing activities and management of the use of social media within organisations. With the increased use of communications technologies, many companies are taking advantage of social media and digital marketing approaches to promote and market their products and services. The objectives of the OCN NI Level 4 Award in Social Media and Digital Marketing are to enable learners to:

- Understand the use of social media and the associated risks
- Understand how digital marketing and social media may be integrated into business planning
- Be able to use a digital marketing strategy to develop a digital marketing plan
- Understand the use of websites for marketing
- Be able to use social media for marketing and promotion

Entry requirements:

- Level 2 in social media (please upload official certificates to the SRC application portal)
  Alternatively, if you do not hold the level 2 you should:
- Be able to provide evidence of managing (editing and posting) a business/charity page for at least 3 months

Upon receipt of your application and uploaded evidence, you will be invited to attend an online Pre-Enrolment Advice Session. It is essential that you attend this session. Please note your application will not be considered until all the necessary documentation is uploaded.

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DURATION	12 WEEKS
Cost	**Free** - Skill UP Flexible Skills Fund
Campus	eCampus

Courses dates and times, see **src.ac.uk/courses**

Online learning worked extremely well alongside my full-time job. I found this course very beneficial

Skill up Flexible Skills Student

Audio Visual Media Skills - Video Production

This user-friendly video making course will allow you to produce short videos to export to social media platforms for the promotion of your business.

DURATION	10 WEEKS
Cost	***Fully Funded-Courses for Industry**
Campus	Banbridge Campus

Courses dates and times, see **src.ac.uk/courses**

Modules covered:

- Synopsis and intentions of production
- Key scenes and information
- Market, audience, and appeal
- Shot list and storyboard
- List of planned shots required for production
- Shoot schedule
- Production
- Equipment set-up
- Application of pre-production material
- Health and safety guidelines
- Follow production process, operating camera, operate sound equipment to record voiceover track
- Postproduction
- Edit the production
- Time the voice over and add music
- Add title/graphics to the video product

Entry requirements:

- There are no formal entry requirements for this course, however candidates must have an interest in audio visual skills

SRC provides centres of excellence for businesses, which offer the skills and expertise to assist SMEs in video production and enable them to achieve their business goals

Keith Sheppard Glass Artistry, Portadown

Keith Sheppard | glass artistry

Digital Skills

Level 2 Unit Adobe Photoshop

Adobe Photoshop is the industry recognised certification that demonstrates proficiency in Adobe Creative Cloud software and foundational knowledge for digital media careers. Prior to June 2021,v this program was known as Adobe Certified Associate. You will be taught by way of video-based tutorials and hands on guided activities.

Modules covered:

- Working in the design industry
- Project setup and interface
- Organising documents
- Creating and modifying visual elements
- Publishing digital media

Entry requirements:

- Basic IT skills are essential for applicants, with some experience of the Adobe package an advantage

DURATION	15 WEEKS
Cost	***Fully Funded-Courses for Industry**
Campus	eCampus

Courses dates and times, see **src.ac.uk/courses**

Level 3 Award in Animation

The course will provide an opportunity for learners to gain industry skills and techniques in the following areas of animation:

- 2D, 3D and stop motion animation
- Creating scripts, storyboards and animatics for animation
- Sound and music for animationCreating and modifying visual elements
- Production management and distribution for animation

Entry requirements:

- No formal entry requirements

DURATION	1 YEAR
Cost	**Free** - Skill UP Flexible Skills Fund
Campus	Banbridge Campus (Blended Learning)

Courses dates and times, see **src.ac.uk/courses**

Level 2 Certificate Introduction to Cyber Security

Cyber security is the name for the safeguards taken to avoid or reduce any disruption from an attack on data, computers, or mobile devices. Cyber security covers not only safeguarding confidentiality and privacy, but also the availability and integrity of data, both of which are vital for the quality and safety of care. Cyber security is a constantly changing area and sometimes can seem quite confusing. However, there are many effective and simple steps that can be taken to protect information and protect you and your organisation. Taking some simple actions and practising safe behaviours will reduce online threats.

This introduction to cyber security course covers three principal areas:

- Risks to security and how these may be prevented
- How to perform cyber security precautions on devices
- How to manage own personal and organisational information online

Entry requirements:

- Basic IT skills would be advantageous to undertake this course

DURATION	6 WEEKS
Cost	**Free** - Skill UP Flexible Skills Fund
Campus	eCampus

Courses dates and times, see **src.ac.uk/courses**

Level 4 Cyber Security

The aim of the Level 4 Certificate in Cyber Security is to develop the skills and knowledge of learners to monitor, maintain and enhance the security of information technology systems.

Learners will cover the following areas in the qualification:

- Penetration testing
- Management of governance and security
- Security programming techniques, configuration, and management processes
- Data examination, recovery, and forensic analysis
- Perimetral security

Entry requirements:

- A Level 3 qualification in Information Technology or related subject (please upload official certificates to the SRC application portal

Upon receipt of your application and uploaded evidence, you will be invited to attend an online Pre-Enrolment Advice Session. It is essential that you attend this session. **Please note your application will not be considered until all the necessary documentation is uploaded.**

DURATION	16 WEEKS
Cost	**Free** - Skill UP Flexible Skills Fund
Campus	eCampus

Courses dates and times, see **src.ac.uk/courses**

Digital Skills

Level 5 Certificate Cyber Security

This course will enable the learner to understand how to secure computer networks, understand cyber security form both defensive and offensive perspectives and how to implement and manage the security of computer networks from an industry perspective.

The objectives of the qualification will cover the following areas in relation to Cyber Security:

- Computer security technology and principles management tools
- Software security & trusted systems
- Cryptographic algorithms & network security
- Management issues

Entry requirements:

- 5 GCSEs including English and Maths at Grade C or above
- ICT skill sufficient ability to allow the learner to successfully undertake the qualification
- Priority will be given to applicants who have completed the Level 4 Certificate in Cyber Security

Upon receipt of your application and uploaded evidence, you will be invited to attend an online Pre-Enrolment Advice Session. It is essential that you attend this session. **Please note your application will not be considered until all the necessary documentation is uploaded.**

DURATION	8 WEEKS
Cost	**Free** - Skill UP Flexible Skills Fund
Campus	eCampus

Courses dates and times, see **src.ac.uk/courses**

Level 4 Certificate in Data Analytics

This qualification will introduce learners to analytical approaches used to collect and investigate data in a meaningful way. The statistical concepts for understanding distributions and probability will be introduced along with several tests and approaches that can be used to evaluate the quality of data assessing it for blunders, missingness, outliers and skewness. Statistical models and the concept of predictive analytics will be introduced, and examples given through the introduction of regression analysis.

The objectives of the qualification will cover the following areas in relation to Data Analytics:

- Knowledge and understanding of the concept of data analytics and predictive analytics
- Knowledge and understanding of hypothesis testing
- Be able to conduct predictive analytics using regression analysis
- The ability to conduct analysis using the R package
- The ability to use statistical tools to assess data quality and distributional form and cleanse data

Entry requirements:

- 5 GCSEs including, English, ICT Skills, and Maths at Grade C or above (please upload official certificates to the SRC application portal)

Upon receipt of your application and uploaded evidence, you will be invited to attend an online Pre-Enrolment Advice Session. It is essential that you attend this session. **Please note your application will not be considered until all the necessary documentation is uploaded.**

DURATION	16 WEEKS
Cost	**Free** - Skill UP Flexible Skills Fund
Campus	eCampus

Courses dates and times, see **src.ac.uk/courses**

Level 5 Data Analytics

This course will enable the learner to understand data types and be able to design and create relational databases and associated queries. The learner will also understand the characteristics of big data and how to use open-source frameworks to manage big data, how to design, develop and implement computer-based algorithms used in processing large volumes of data within industry today.

Modules covered:

- Data and Relational Databases
- Managing Big Data
- Programming Design, Development and Testing

Entry requirements:

- 5 GCSEs including English, ICT skills and Maths at Grade C or above (please upload official certificates to the SRC application portal).
- Priority will be given to applicants who have completed the Level 4 Certificate in Data Analytics.

Upon receipt of your application and uploaded evidence, you will be invited to attend an online Pre-Enrolment Advice Session. It is essential that you attend this session. **Please note your application will not be considered until all the necessary documentation is uploaded.**

DURATION	8 WEEKS
Cost	**Free** - Skill UP Flexible Skills Fund
Campus	eCampus

Courses dates and times, see **src.ac.uk/courses**

Graduate Opportunities in Cyber, Cloud and Data Analytics

This programme runs for 21 weeks (includes holidays specified below) and students will attend the Portadown Campus. Training will be delivered Monday to Friday 09:15am -13:45pm. Students will also be on leave for 1 week during October mid-term break (week commencing 30 October 2023), Christmas holidays (2 weeks) and 1 week in February during mid-term (week commencing 12 February 2024). All attendees will be entitled to a weekly training allowance of £150 plus childcare and travel expenses*. Students will have exams and assignments to complete throughout the duration of the course.

Modules covered:

- Cyber Security
- Cloud Storage & Collaboration Tools
- Mobile App Development
- MTA Azure Fundamentals
- Office 365 / Power BI

Entry requirements:

- Applicants should have achieved a Level 4 or above qualification in any discipline

DURATION	8 WEEKS
Cost	**Free** - Skill UP Flexible Skills Fund
Campus	eCampus

Courses dates and times, see **src.ac.uk/courses**

Further Study:

Learners who complete this course could progress to the OCN Level 4 in Cyber Security or the Level 5 Foundation Degree in Cloud Computing, Analytics & Security for Industry, both offered at Southern Regional College.

Green Technologies

Level 3 Award in Electric/Hybrid Vehicle System Repair and Replacement

The content of this qualification has been designed to give the learners the knowledge and skills required to work safely on Electric/Hybrid vehicles whilst conducting diagnostic, testing and repair activities. This may include vehicles that may have or had damage to their high energy/electrical system.

Modules covered:

- Working safely on an electric/hybrid vehicle
- Using information to carry out the task
- Conducting repairs on high energy electrical systems
- Recording information and making suitable recommendations

Entry requirements:

- Individuals interested in taking this course will need to possess appropriate vehicle maintenance and repair knowledge and skills at level 3
- Candidates should also have completed Level 2 Award in Electric/Hybrid Electric Vehicle Routine Maintenance Activities (please upload official certificate to the SRC application portal)

DURATION	2 DAYS
Cost	**Free** - Skill UP Flexible Skills Fund
Campus	Armagh & Portadown Campus

Courses dates and times, see **src.ac.uk/courses**

Level 2 Award in Electric/Hybrid Vehicle Routine Maintenance Activities

The content of this qualification has been designed to give the learners the knowledge and skills required to work safely on Electric/Hybrid vehicles whilst conducting routine maintenance and repair activities (not voltage components or systems). This may include vehicles that may have or had damage to their high energy/electrical system.

It contains one mandatory unit covering knowledge and skill of:

- Electric/hybrid vehicle system components and operation
- Hazards surrounding electric/hybrid vehicles
- How to reduce the risks to yourself and others when working on electric/hybrid vehicles
- Safely preparing the vehicle when carrying routine maintenance (NOT high voltage components or systems)
- Working safely on an electric/hybrid vehicle (NOT high voltage components or systems)

Entry requirements:

- Appropriate vehicle maintenance and repair knowledge and skills at Level 2

DURATION	2 DAYS
Cost	**Free** - Skill UP Flexible Skills Fund
Campus	Armagh & Portadown Campus

Courses dates and times, see **src.ac.uk/courses**

Health & Safety

NEBOSH Level 3 Certificate in Occupational Health & Safety

The NEBOSH National General Certificate is a qualification designed to help those to discharge more effectively their organisational duties and functions. This course is suitable for Health and Safety officers, safety representatives, SME owners and managers, Middle & Senior management with health and safety responsibilities.

DURATION	27 WEEKS
Cost	***Fully Funded-Courses for Industry**
Campus	Newry Campus

Courses dates and times, see **src.ac.uk/courses**

IOSH Level 3 Managing Safely for Managers

This course will provide candidates with the knowledge to manage health and safety activities and risk assessment of personnel, in compliance with organisational safety policies, the Health and Safety at Work (NI) Order and other relevant legislation.

DURATION	4 WEEKS
Cost	***Fully Funded-Courses for Industry**
Campus	Newry Campus

Courses dates and times, see **src.ac.uk/courses**

Health & Social Care and Childcare

Level 1 Certificate Principles of Manual Handling Train the Trainer Care Sector

This course is an updated course for Train the Trainer. It will cover the key principles, including legislation and best practice in the care sector.

Entry requirements:

- This course is for health care sector workers only who have completed the Level 3 Manual Handling Train the Trainer 4-day course

DURATION	1/2 DAY
Cost	**£60** Per Person
Campus	Model Campus

Courses dates and times, see **src.ac.uk/courses**

Level 3 Certificate Principles of Manual Handling Train the Trainer

Course covers legislation, manual handling devices, candidate best practice, anatomy, and physiology of the muscular skeletal systems. Candidates will develop competency in planning and presenting a teaching session.

Entry requirements:

- This course is for trainers in the care sector

DURATION	4 WEEKS
Cost	**£290** Per Person
Campus	Model Campus

Courses dates and times, see **src.ac.uk/courses**

Level 5 Diploma Leadership for Health and Social Care Services (Adults Management)

This course is designed to enhance the skills of managers and assistant managers in the health and social care sectors and prepare staff for more roles and responsibilities.

You will be required to compile a portfolio of evidence. The qualification guides and assesses development of knowledge, understanding and skills in management practice within health and social care.

Core Modules:

- Use and develop systems that promote communication
- Promote professional development
- Champion equality, diversity, and inclusion
- Develop health & safety and risk management policy
- Working in partnership
- Manage Health & Social Care Practice
- Safeguarding and protection of vulnerable adults
- Understanding safeguarding of young people
- Lead person centred practice
- Assess the individual in the health and social care setting

Entry Requirements:

- Applicants should be currently employed as a manager or assistant manager in a health and social care setting
- Applicants will be required to attend for interview

DURATION	2 YEARS
Cost	***Fully Funded-Courses for Industry**
Campus	Banbridge Campus

Courses dates and times, see **src.ac.uk/courses**

This course is designed to enhance the skills of managers and assistant managers in the health and social care sectors and prepare staff for more roles and responsibilities.

Health & Social Care and Childcare

Level 5 Diploma Leadership for Children's Care, Learning & Development (Management)

This course aims to provide you with the skills and knowledge needed to manage a practice and lead others. This course is for senior practitioners in a leadership and management role who work within early years and childcare settings including day nurseries, crèches, and playgroups and after school setting.

This course has been developed in response to government plans to produce a more professional leader and manager in early years. The DHSSPS Minimum Standards for Childminding and Day-care for children under age 12 states; 'in pre-school sessional care or crèches, the person in charge and deputy should have at least a qualification at QCF Level 5 Diploma in Child Care, Learning and Development' (July 2012).

This course is delivered 3 hours per week over a 2-year period. You will be expected to engage in independent study to achieve the knowledge criteria in all units. Minimum guided learning hours are 577. Lecturers involved in delivering the programme have relevant experience in this area as well as continued professional development.

Year 1:

- Induction/Study Skills
- Support Children's Care, Learning and Development in the Early Years
- Understand Children and Young Person's Development
- Lead Practice that Supports Positive Outcomes
- Use and Develop Systems that Promote Communication
- Champion Equality, Diversity, and Inclusion
- Explore Models of Disability
- Professional Practice in Children's Care, Learning and Development
- Promote Professional Development
- Work in Partnership in Children

Year 2:

- Develop and Implement Policies and Procedures to Support Safeguarding
- Develop Health, Safety and Risk Management Policies, Procedures and Practices
- Develop Professional Supervision Practice in Children and Young People's Settings
- Lead and Manage a Team within a Children and Young People's Setting
- Recruitment and Selection Within Children and Young People's Settings
- Manage Induction in Children and Young People's Settings
- Appraise Staff Performance
- Manage Physical Resources
- Develop the Environment for Children and Young People
- Young People's Settings
- Manage Quality in Children

Entry Requirements:

- Level 3 Diploma in Childcare and Education or equivalent.
- Employed as a Manager or Assistant Manager in an early year setting.
- Interview required.

DURATION	2 YEARS
Cost	***Fully Funded-Courses for Industry**
Campus	Newry Campus

Courses dates and times, see **src.ac.uk/courses**

Level 2 Unit Autistic Spectrum Introductory Awareness

This course provides an introductory awareness on autistic spectrum conditions. It provides learners with key areas of knowledge and explores important themes such as individuality, communication, behaviour, and person-centred support.

Entry Requirements:

- This unit is aimed at anyone with interest in, or who are already working with people with learning disabilities in a variety of roles.

DURATION	8 WEEKS
Cost	**Free** - Skill UP Flexible Skills Fund
Campus	eCampus

Courses dates and times, see **src.ac.uk/courses**

Further Study:

On completion of this qualification, you may wish to avail of other Continuous Professional Development (CPD) qualifications such as Managing Challenging Behaviour, Introduction to Mindfulness or Introduction to Infant Mental Health.

Level 3 Unit Understanding how to Support Individuals with Autistic Spectrum

This unit provides a range of knowledge and understanding about autistic spectrum conditions and explores theories and concepts about autism. It enables learners to reflect on the impact of these conditions on the lives of individuals and those close to them and to learn about good practice in areas such as communication and support.

Modules covered:

- The Context of Autism
- Diagnosis and Characteristics of Autism
- Current Practice

Entry Requirements:

- There are no specific recommended prior learning requirements for this qualification. However, learners may find it helpful if they have already achieved a Level 2 qualification in, for example, learning support, social care or healthcare.

DURATION	10 WEEKS
Cost	**Free** - Skill UP Flexible Skills Fund
Campus	eCampus

Courses dates and times, see **src.ac.uk/courses**

Health & Social Care and Childcare

Level 3 Unit Working with Children & Young People with Special Needs

This qualification is ideal if you are working with or planning to work children and young people with special needs. This unit will provide you with an understanding of the concept of special needs and current attitudes and values. The qualification is targeted at individual who wish to pursue a career in working with children and young people with special needs or those requiring further training in this area.

This is an online course and therefore students will require access to a computer.

Entry Requirements:

- There are no specific entry requirements. However, candidates should either be working with children/young people with special needs or have an interest in working in this area.

DURATION	10 WEEKS
Cost	**Free** - Skill UP Flexible Skills Fund
Campus	eCampus

Courses dates and times, see **src.ac.uk/courses**

Level 2 Award Managing Challenging Behaviour in Children & Young Adults

The OCN NI Level 2 Award in Managing Challenging Behaviour in Children and Young Adults qualification has been designed to enable the learner to understand the reasons for and effects of challenging behaviour in children and young people, how challenging behaviour may be managed and what support is available.

The objectives of the qualification are to enable learners to:

- Understand the effects of challenging behaviour in children and young people and how it may be managed
- Know how to seek support to deal with challenging behaviour in children and young people
- Be able to plan an activity that will minimise challenging behaviour

Entry Requirements:

- The qualification is targeted at learners/practitioners who wish to or currently work with children and/or young people who exhibit challenging behaviour.

DURATION	4 WEEKS
Cost	**Free** - Skill UP Flexible Skills Fund
Campus	eCampus

Courses dates and times, see **src.ac.uk/courses**

CACHE Level 3 Award Transition to Playwork

The aim of this qualification is to provide learners who have experience and who are qualified at level 3 in working with children, with an understanding of the play work principles, and theories that underpin play work practice.

The qualification also aims to cover how applying the play work principles and theories provides a framework that enables and supports children's play and their overall development. It also offers an opportunity for reflection on the learner's own practice and supports progression to competence-based play work qualifications.

This qualification requires learners to be working or on practical placement as learners will need to achieve both knowledge and skills throughout the duration of the qualification before certification.

Modules covered:

- A playworker's understanding of play work
- Playwork in practice
- Playwork in the wider context

Entry Requirements:

This qualification is designed for learners who work or wish to work with children and young people between the ages of 4 to 16 in play environments. Applicants who wish to study this qualification must have two years of childcare/education experience as well as one of the following (please upload an email from your line manager confirming that you meet this criteria):

- A full level 3 competency-based qualification in education or childcare or a historical qualification in education or childcare that would encompass early years, childcare, supporting teaching and learning, youthwork or forest schools. (Please upload official certificate to the SRC application portal).

  OR

- An alternative regulated full level 3 competency-based qualification that recognises the ability of learners to work with children in the absence of their parents/caregivers (for example, residential childcare/social care with children/sports) (please upload official certificate to the SRC application portal)

Please note your application will not be considered until all the necessary documentation is uploaded.

DURATION	10 WEEKS
Cost	**Free** - Skill UP Flexible Skills Fund
Campus	eCampus

Courses dates and times, see **src.ac.uk/courses**

Health & Social Care and Childcare

Level 3 Award Paediatric First Aid

The FAQ Level 3 Award in Paediatric First Aid qualification provides learners with the first aid skills they require to enter the children's workforce. The aim is to guide and assess the development of knowledge and skills relating to paediatric first aid.

This qualification will be enabling the holder of this qualification to deal competently and confidently as a paediatric first aid trained member of staff in a work environment where children and young people are present.

DURATION	10 WEEKS
Cost	**Free** - Skill UP Flexible Skills Fund
Campus	eCampus

Courses dates and times, see **src.ac.uk/courses**

You will cover:

- Provide Emergency First Aid to Children and Babies.
- Resuscitation: Disorders of the Respiratory System.
- Disorders of Circulation.
- Wounds and Bleeds.
- Disorder of Consciousness.
- Bone, Joint and Muscle Injuries.
- Burns and Scalds.
- Foreign Bodies.
- Poisoning.
- Bites and Sting

Entry Requirements:

- No formal requirements

Hospitality & Tourism

Professional Restaurant Ready

Do you want to upskill existing staff, recruit, and retain new staff? This programme has been designed for existing employees within a business who wish to gain Industry recognised qualifications in their field. We have grouped all desirable entry level qualifications for the Hospitality Industry together as a complete package.

Package:

- City & Guilds Level 2 Cert in Professional food and beverage service skills
- OCN NI Level 2 Award in Barista & Counter Skills
- RSPH Level 2 Award in Food Safety & Hygiene
- RSPH Level 2 Award in Identifying & Controlling Food Allergy Risks
- ICQ Level 2 Award in Understanding Customer Service
- Level 2 Award in Cocktail Making

Level 2 Certificate Professional Food and Beverage Service Skills

This qualification will provide learners with the skills to work 'front of house' within a hospitality environment. You will be able to gain first-hand experience in the College's Graduate Restaurant. Your practical skills will be developed in areas that include table, silver, carvery/buffet, bar, cocktails, and wine service.

Modules covered:

- Food and beverage service skills
- Understanding the food and beverage industry
- Set up, serve, maintain and clear tables for beverages and bar service

Entry requirements:

- Applicants must be over 16 years of age and have achieved a Level 1 or equivalent qualification.

DURATION	30 WEEKS (6 HOURS PER WEEK)
Cost	***Fully Funded-Courses for Industry**
Campus	Newry Campus

Courses dates and times, see **src.ac.uk/courses**

Hospitality & Tourism

Level 3 Award Barista Skills

The OCN NI Level 3 Award in Barista Skills has been designed to provide the learner with the knowledge and skills to become a barista. This qualification is targeted at learners who are currently working or have an interest in gaining employment as a barista.

The objectives of the qualification are to enable learners to:

- Understand origin, characteristics, and production of coffee from crop to market
- Be able to evaluate the components and brewing characteristics of coffee
- Know different methods and stages of the roasting process and its impact on the extraction and flavour of coffee
- Be able to design a safe, hygienic, and efficient coffee shop workflow

Entry requirements:

- Learners should be at least 16 years of age and are either currently employed in the hospitality and catering industry or have achieved a relevant level 2 qualification in hospitality and catering.

DURATION	4 WEEKS (6 HOURS PER WEEK)
Cost	***Fully Funded-Courses for Industry**
Campus	Newry Campus

Courses dates and times, see **src.ac.uk/courses**

Level 2 Award in Barista & Counter Skills

Do you like a café latte? You prefer an americano? If barista skills interest you, this may be the course for you. With this qualification you will gain the knowledge and skills you need to prepare and serve hot and cold drinks in any environment.

Learners will:

- Understand the features and requirements for beverage counter service
- Serve beverages safely and efficiently
- Use a commercial espresso machine

Entry requirements:

- There are no formal entry requirements for this course.

DURATION	4 WEEKS (6 HOURS PER WEEK)
Cost	***Fully Funded-Courses for Industry**
Campus	Newry Campus

Courses dates and times, see **src.ac.uk/courses**

Level 2 Award in Identifying & Controlling Food Allergy Risks

This course is ideal for those needing an understanding of basic food hygiene practices in the work or home environment. This qualification will benefit anyone working in a situation where food is prepared, cooked, and served.

Covered within this short course are:

- Food allergy and intolerance
- Practical allergen management
- Communication

Entry requirements:

- Applicants should be working in an environment where food is prepared, cooked, and handled.

DURATION	8 HRS
Cost	***Fully Funded-Courses for Industry**
Campus	On campus or business premises

Courses dates and times, see **src.ac.uk/courses**

Level 2 Award Food Safety & Hygiene

This qualification will enable learners to obtain a knowledge and understanding of the importance of food safety and hygiene, food safety hazards, good hygiene practices and controls and will provide an awareness of food safety management systems. It is regarded by Food Standards Agency as being important to the understanding and maintaining good practice in the handling, processing and preparation of safe food and is recommended for all food handlers.

This course will cover:

- Food safety hazards
- Contamination of food
- Controls that can be implemented
- The legal responsibilities of food handlers

DURATION	8 HRS
Cost	***Fully Funded-Courses for Industry**
Campus	On campus or business premises

Courses dates and times, see **src.ac.uk/courses**

The training we received was superb and the Trainer tailored it to meet the differing levels of our staff

Bannview Bed and Breakfast, Portadown

BANNVIEW

Hospitality & Tourism

Level 3 Award Supervising Food Safety & Hygiene

This Level 3 qualification is designed principally for those who are, or intend to be, supervisors of food handlers within the catering and hospitality industry. Holders will gain a broad knowledge of food safety and food hygiene, enabling them to identify problem areas and recommend solutions.

Modules may include:

- Supervising Food Safety & Hygiene
- Role of the Supervisor in Catering
- Role of the Supervisor in Retail

Entry requirements:

- This qualification designed for those who are, or intend to be, supervisors of food handlers within catering and hospitality industry, ideal link between the Level 2 Award in Food Safety and Hygiene and the Level 4 Award in Managing Food Safety in Catering.

DURATION	24HRS
Cost	***Fully Funded-Courses for Industry**
Campus	Newry Campus or business premises

Courses dates and times, see **src.ac.uk/courses**

Level 3 Award in Cocktail Making

This qualification will enable learners to use ingredients to produce cocktails as well as to understand the importance of measurements and the impact of using ice and sugar.

- Understand the history of bar tending and cocktail making
- Be able to use ingredients to produce cocktails
- Understand cocktail building techniques, measurements, and impact of using ice and sugar
- Understand how laws, regulations, allergens, storage, and bar workflow impact cocktail production
- Be able to prepare and maintain a cocktail service area to produce cocktails

DURATION	24HRS
Cost	***Fully Funded-Courses for Industry**
Campus	Newry Campus

Courses dates and times, see **src.ac.uk/courses**

Bespoke Hospitality Industry Courses and Services Offered by SRC:

- FDQ Level 2 Award for Proficiency in Food Industry Skills (Duration 65 hours)
- Food Safety Awareness training
- Menu Development
- Allergen awareness
- Labelling advice
- Recipe development
- HACCP

Contact Business Support & Innovation to discuss your business requirements, courses can be tailored to meet your business needs.

Level 2 Award in Tour Guiding

The OCN NI Level 2 Award in Tour Guiding qualification will equip you with the skills to create and communicate commentary for an audience within the travel and tourism industry – enabling you to lead groups on a guided tour. You will study aspects of tour guiding skills.

DURATION	10 WEEKS
Cost	***Fully Funded-Courses for Industry**
Campus	Armagh Campus

Courses dates and times, see **src.ac.uk/courses**

If your business does not qualify for Skills Focus funding or the training, you require is not listed, please contact us and we will endeavour to meet your needs.

Leadership & Management

ILM Level 3 Award Leadership and Management

The Level 3 Award in Leadership and Management aims to give practicing and potential first line managers the foundation for their formal development. The course is ideal for individuals who have management responsibilities but no formal training, in addition to those who wish to develop their abilities. It particularly supports practising team leaders seeking to move up to the next level of management and managers who need to lead people through organisational change and other pressures.

Modules covered:

- Understand how to motivate a team to improve performance
- Understand how to establish an effective team
- Understand how to lead effective meetings

Entry requirements:

- Candidates should have reasonable literacy skills. Entrants may be a first line manager or be aspiring to be a first line manager
- Level of competence and confidence in the use of IT, as well as sufficient IT and internet access to facilitate this

DURATION	10 WEEKS
Cost	**Free** - Skill UP Flexible Skills Fund
Campus	eCampus

Courses dates and times, see **src.ac.uk/courses**

ILM Level 3 Certificate Leadership and Management (Top up from Award)

The Level 3 Certificate in Leadership and Management aims to give practicing and potential first line managers the foundation for their formal development. The course is ideal for individuals who have management responsibilities but no formal training, and those who wish to develop their abilities.

It particularly supports practicing team leaders seeking to move up to the next level of management and managers who need to lead people through organisational change and other pressures.

This course will be delivered fully online using Microsoft Teams and will be further supported and assessed using common digital tools such as Microsoft Office, online learning resources and online meetings. Prospective learners should therefore have a level of competence and confidence in the use of IT, as well as sufficient IT and internet access to facilitate this.

Units include:

- Leading your work team
- Planning change in the workplace
- Understanding customer service standards and requirements
- Developing yourself and others
- Understand how to motivate a team to improve performance*
- Understand how to establish an effective team*
- Understand how to lead effective meetings

Entry requirements:

- Achieved the Level 3 Award in Leadership and Management (please upload official certificates to the SRC application portal)

Please note your application will not be considered until all the necessary documentation is uploaded.

DURATION	10 WEEKS
Cost	**Free** - Skill UP Flexible Skills Fund
Campus	eCampus

Courses dates and times, see **src.ac.uk/courses**

Leadership & Management

ILM Level 5 Certificate Leadership & Management

The Level 5 Certificate in Leadership and Management is designed for practising middle managers, helping them to develop their skills and experience, improve performance and prepare for senior management responsibilities. It allows learners to use core management techniques to drive better results and to develop ability to lead, motivate and inspire. It also prepares learners for strategic leadership as well as day-to-day management and benchmarking managerial skills.

All staff delivering on this programme are very experienced with extensive knowledge of management and leadership.

This course will be delivered, supported, and assessed using common digital tools such as Microsoft Office, online learning resources and online meetings. Prospective learners should therefore have a level of competence and confidence in the use of IT before applying for this course.

Modules covered:

- Becoming an effective leader
- Making professional presentations
- Motivating people in the workplace
- Management communications

Entry requirements:

- Level 3 qualification achieved through completion of A-Levels, National Awards, Access, or other alternative approved qualifications (please upload certificates to the SRC application portal)
- Currently employed in a leadership/managerial role

Upon receipt of your application and uploaded evidence, you will be invited to attend an online Pre-Enrolment Advice Session. It is essential you attend this session. Be consistent with this line throughout.

You must upload the following documents to the application portal:

- Qualifications
- Letter/e-mail from employer to state that you are in a leadership/management role

DURATION	20 WEEKS
Cost	**Free** - Skill UP Flexible Skills Fund
Campus	eCampus

Courses dates and times, see **src.ac.uk/courses**

ILM Level 5 Award Leadership & Management

The qualification is made up of a broad range of units covering skills in core areas of leadership and management. It is a professional qualification for practicing leaders/managers or new leaders/managers, who want to gain a wider knowledge and understanding of core skills.

The course will provide you with core management techniques, develop your ability to lead, motivate and inspire, benchmark your skills and help you raise your profile in your organisation. Students will be expected to complete two assignments to achieve this qualification.

Staff currently delivering the course have experience in leadership and management roles across different sectors. This course will be delivered fully online using Microsoft Teams and will be further supported and assessed using common digital tools such as Microsoft Office, online learning resources and online meetings. Prospective learners should therefore have a level of competence and confidence in the use of IT, as well as sufficient IT and internet access to facilitate this.

Modules covered:

- Becoming an Effective Leader
- Making Professional Presentations

Entry requirements:

- Applicants should have attained a level 3 qualification achieved through the completion of A-Levels, National Awards, Access, or other alternative approved qualifications (please upload official certificates to the SRC application portal)
- Applicants must be currently employed in a leadership/managerial role (please upload an email from your line manager confirming that you meet this criteria)

Upon receipt of your application and uploaded evidence, you will be invited to attend an online Pre-Enrolment Advice Session. It is essential that you attend this session.

Please note your application will not be considered until all the necessary documentation is uploaded.

DURATION	10 WEEKS
Cost	**Free** - Skill UP Flexible Skills Fund
Campus	eCampus

Courses dates and times, see **src.ac.uk/courses**

I have thoroughly enjoyed this course. I have learnt so much and some of the lessons learnt from the class I got to deploy in the working environment and found they have really worked. I have also recommended the course to a few people

Skill Up Flexible Skills Student

Leadership & Management

ILM Level 3 Certificate Coaching and Mentoring

This qualification is for learners who wish to gain the knowledge, skills, and confidence to effectively coach or mentor people within an organisational context. It is also an ideal qualification for those who wish to commence a career in coaching or mentoring, helping learners to understand the role and responsibilities of effective coaches and mentors, as well as how to manage coaching and mentoring processes using recognised models. Learners will put their skills into practice by carrying out supervised coaching or mentoring sessions and analyse performance to improve their own ability.

Modules covered:

- Understanding Good Practice in Coaching within an Organisational Context
- Understanding Good Practice in Mentoring within an Organisational Context
- Undertaking an Extended Period of Coaching within an Organisational Context
- Reflecting on Coaching Skills within an Organisational Context

Entry requirements:

- Must undertake 12 hours of coaching/mentoring in workplace as part of qualification

DURATION	20 WEEKS
Cost	**Free** - Skill UP Flexible Skills Fund
Campus	eCampus

Courses dates and times, see **src.ac.uk/courses**

Please note that Terms and Conditions apply.
Spaces are limited on fully funded courses.
SRC offers a wide range of courses to industry so please do not hesitate to contact us if the course you require is not listed.

ILM Level 5 Certificate Coaching and Mentoring

This course will provide learners with the required knowledge, skills and understanding to effectively coach or mentor others within an organisational context.

The course is ideal for managers and those with significant responsibility for effective coaching and mentoring as part of their daily role within an organisational context. Also ideal for individuals who wish to move into a development role or start a career as a freelance coach or mentor.

Modules covered:

- Understanding the Skills, Principles and Practice of Effective Coaching and Mentoring within an Organisational Context
- Undertaking Effective Coaching or Mentoring within an Organisational Context
- Undertaking an Extended Period of Effective Coaching or Mentoring within an Organisational Context
- Reviewing Own Ability as a Coach or Mentor within an Organisational Context

Entry requirements:

- Must undertake 18 hours of coaching/mentoring in workplace as part of qualification
- A Level 3 Leadership & Management qualification (please upload the official certificate onto the SRC application portal)
- An Interview is required to assess whether the learner has any specific training needs, support and guidance needed, or any previous relevant qualifications or learning.

DURATION	20 WEEKS
Cost	**Free** - Skill UP Flexible Skills Fund
Campus	eCampus

Courses dates and times, see **src.ac.uk/courses**

CIPD Level 5 Associate Diploma People Management

This qualification, accredited by the Chartered Institute of Personnel and Development (CIPD), is perfect for you if you enjoy developing and managing people. You will expand your knowledge of human resources with a combination of core units and specialist areas, helping you focus on what matters most to you.

You will:

- Build on your existing knowledge and specialise in People Management
- Increase your knowledge in employment relationship management, talent management and performance reward
- Take the next step up into a more senior people profession role

Modules covered:

- Organisational Performance and Culture in Practice Build on your
- Evidence Based Practice
- Professional Behaviours and Valuing People
- Employment Relationship Management
- Talent Management and Workforce Planning
- Reward for Performance and Contribution
- Leadership Management Development

Entry requirements:

- Be at least 18 years of age to undertake this qualification
- Applicants must have completed the Level 3 CIPD qualification and be currently employed in a people management role
- Recognised Prior Learning (APL) for students who are working in a HR role for at least 2 years and have a Level 4 or higher qualification
- Interview required

This course is fully funded as part of the Skills Focus Programme. To qualify, your business or social enterprise must have less than 250 employees and you must be based in Northern Ireland and operate for profit.

DURATION	1 YEAR
Cost	***Fully Funded-Courses for Industry**
Campus	Newry & Portadown Campus

Courses dates and times, see **src.ac.uk/courses**

Leadership & Management

CIPD Level 7 Advanced Diploma Strategic People Management

The CIPD Level 7 Advanced Diploma in Strategic People Management is comparable to postgraduate level study.

This qualification further extends the disciplines and scope learned in the CIPD Level 5 Associate Diploma in People Management and is aimed at intensifying learners' autonomy and judgement so that they can strategically lead and direct organisations and their people. It offers the opportunity for learners to influence people practitioners and organisations.

This qualification galvanises learners with a depth and breadth of understanding of people practice and management to furnish them with the insight and strategy development skills required to operate and lead in an organisational setting at this level.

Suited to individuals who:

- Are experienced people practitioners
- Are working in a senior people practice role and wish to extend and deepen their skills and understanding to shape strategy, policy, and people
- Wish to shape people practice, creating value for a wider audience
- Are currently leading and managing people and practice within organisations

Entry requirements:

- Applicants must be at least 18 years of age on or before 1st July in the year of proposed entry to the course
- Applicants must achieve the CIPD Level 5 qualification
- An interview is required

This course is fully funded as part of the Skills Focus Programme. To qualify, your business or social enterprise must have less than 250 employees and you must be based in Northern Ireland and operate for profit.

Life & Health Sciences

Level 4 Certificate in Pharmaceutical Industry Regulation

This unit will enable the learner to understand pharmaceutical regulatory agencies, approval processes and relevant good practice guidelines and requirements. This qualification is targeted at learners who are currently working in or who wish to work in laboratory-based occupations.

On completion of this qualification learners will be able to:

- Understand worldwide pharmaceutical regulatory agencies and approval processes for drugs and medical devices
- Understand Good Manufacturing Practice (GMP) for the pharmaceutical industry
- Understand Good Laboratory Practice (GLP) for the pharmaceutical industry
- Understand Good Clinical Practice (GCP) for the pharmaceutical industry
- Understand Good Documentation Practice (GDP) for the pharmaceutical industry

Entry requirements:

- 5 GCSE's (or equivalent) including English and Maths at Grade C or above (please upload official certificates on SRC application portal); AND
- Level 3 qualification in a science or science related discipline (please upload official certificates on the SRC application portal)

Candidates without the above qualifications can alternatively have achieved:

- A level 2 qualification in two sciences (upload both official certificates on the SRC application portal) and in addition have at least one year's experience in a science related occupation. (Please upload an email from your line manager confirming that you meet this criteria)

Upon receipt of your application and uploaded evidence, you will be invited to attend an online Pre-Enrolment Advice Session. It is essential you attend this session.

Please note your application will not be considered until all the necessary documentation is uploaded.

DURATION	12 WEEKS
Cost	**Free** - Skill UP Flexible Skills Fund
Campus	eCampus

Courses dates and times, see **src.ac.uk/courses**

Life & Health Sciences

Level 4 Certificate in Laboratory Skills for Industry

This qualification is targeted at learners who are currently working or who wish to work in laboratory-based occupations. This unit will enable the learner to understand how to conduct industrial laboratory tasks and activities.

On completion of this qualification students will:

- Be able to calibrate laboratory equipment and develop standard operating procedures (SOP)s
- Be able to prepare primary standards and serial dilutions and record results
- Be able to carry out titration and analyse results
- Be able to produce buffer solutions
- Be able to carry out a risk assessment
- Be able work safely and competently within an industrial laboratory environment

Entry requirements:

- 5 GCSEs (or equivalent) including English and Math at Grade C or above (please upload official certificates on the SRC application portal); AND
- Level 3 qualification in a science or science related discipline (please upload official certificates on the SRC application portal)

Candidates without the above qualifications can alternatively have achieved:

- A level 2 qualification in two sciences (upload both official certificates on the SRC application portal) and in addition have at least one year's experience in a science related occupation. (Please upload an email from your line manager confirming that you meet this criteria)

Upon receipt of your application and uploaded evidence, you will be invited to attend an online Pre-Enrolment Advice Session. It is essential you attend this session.

Please note your application will not be considered until all the necessary documentation is uploaded.

DURATION	16 WEEKS
Cost	**Free** - Skill UP Flexible Skills Fund
Campus	Newry Campus

Courses dates and times, see **src.ac.uk/courses**

Level 4 Certificate in Pharmaceutical Analytical Quality Control and Analysis

This qualification is targeted at learners who are currently working or who wish to work in laboratory-based occupations.

This unit will enable the learner to understand how to conduct different tests on laboratory pharmacological samples including quality analysis and control test on tablets. Methods and Standard Operating Procedures (SOPs) used in analysis will align to guidelines found in the Pharmacopoeias, International Council for Harmonisations of Technical Requirements for Pharmaceuticals for Human Use (ICH) guidelines and European Medicines Agency (EMA).

On completion of this qualification students will:

- Be able to perform titration to determine the concentration of a sample and analyse data
- Be able to conduct quality control tests on friability of tablets
- Be able to conduct quality control tests on hardness of tablets
- Be able to conduct quality control tests on the uniformity of tablet weight
- Be able to conduct quality control tests on the disintegration of tablets
- Be able to conduct ultraviolet-visible (UV-Vis) spectroscopy and dissolution tests

Entry requirements:

- 5 GCSEs (or equivalent) including English and Math at Grade C or above (please upload official certificates on the SRC application portal); AND
- Level 3 qualification in a science or science related discipline (please upload official certificates on the SRC application portal)

Candidates without the above qualifications can alternatively have achieved:

- A level 2 qualification in two sciences (upload both official certificates on the SRC application portal) and in addition have at least one year's experience in a science related occupation. (Please upload an email from your line manager confirming that you meet this criteria)

Upon receipt of your application and uploaded evidence, you will be invited to attend an online Pre-Enrolment Advice Session. It is essential you attend this session.

Please note your application will not be considered until all the necessary documentation is uploaded.

DURATION	16 WEEKS
Cost	**Free** - Skill UP Flexible Skills Fund
Campus	Newry Campus

Courses dates and times, see **src.ac.uk/courses**

Life & Health Sciences

Level 5 Certificate Regulation in the Pharmaceutical Industry: Manufacturing and Distribution

This qualification is targeted at learners who are currently working in or who wish to work in laboratory-based occupations. This unit will enable the learner to understand regulation requirements, procedures and how they are applied within pharmaceutical manufacturing and distribution.

On completion of this qualification learners will:

- Understand the procedures required to ensure Good Laboratory Practice (GLP) in the pharmaceutical industry
- Understand the procedures required to ensure Good Manufacturing Practice (GMP) in the pharmaceutical industry
- Be able to develop a systematic approach for in-process control (IPC) tests in the pharmaceutical industry
- Understand the procedures and systems required to ensure GMP in a distribution setting in the pharmaceutical industry

Entry requirements:

- 5 GCSEs (or equivalent) including English and Math at Grade C or above (please upload official certificates on the SRC application portal); AND
- Level 4 qualification in a science related area (please upload official certificates to the SRC application portal)

Candidates without the above qualifications can alternatively have achieved:

- A level 3 qualification in a science related area (please upload official certificates to the SRC application portal) and at least one year's relevant experience (please upload an email from your line manager confirming that you meet this criteria)

Upon receipt of your application and uploaded evidence, you will be invited to attend an online Pre-Enrolment Advice Session. It is essential you attend this session.

Please note your application will not be considered until all the necessary documentation is uploaded.

DURATION	12 WEEKS
Cost	**Free** - Skill UP Flexible Skills Fund
Campus	eCampus

Courses dates and times, see **src.ac.uk/courses**

Level 5 Certificate Chromatography and Spectroscopy Analysis

This OCN NI Level 5 Certificate in Chromatography and Spectroscopy will enable learners to develop the skills and knowledge to use advanced chromatography and spectroscopy techniques in an industrial laboratory environment.

The objectives of the OCN NI Level 5 Certificate in Chromatography and Spectroscopy Analysis are to enable learners to be able to conduct the following analysis techniques:

- Fourier transform infrared spectroscopy
- Mass spectra
- Combustion
- Nuclear magnetic resonance
- Molecular structure elucidation for organic molecules
- High performance liquid chromatography

Entry requirements:

- 5 GCSEs (or equivalent) including English and Maths at Grade C or above
- Level 3 qualification in a science or science related discipline (please upload official certificates on the SRC application portal)

Candidates without the above qualifications can alternatively have achieved:

- A Level 2 qualification in two sciences and in addition have at least one year's experience in a science related occupation. (Please upload an email from your line manger confirming that you meet this criteria)

Upon receipt of your application and uploaded evidence, you will be invited to attend an online Pre-Enrolment Advice Session. It is essential you attend this session.

Please note your application will not be considered until all the necessary documentation is uploaded.

DURATION	12 WEEKS
Cost	**Free** - Skill UP Flexible Skills Fund
Campus	Newry Campus

Courses dates and times, see **src.ac.uk/courses**

Life & Health Sciences

OCN NI Level 4 Certificate Applied Mathematics for Laboratory Science

This OCN NI Level 4 Certificate in Applied Mathematics for Laboratory Science will enable learners to develop the skills and knowledge for the application of mathematical methods to scientific data.

The objectives of the OCN NI Level 4 Certificate in Applied Mathematics for Laboratory Science are to enable learners to:

- Interpret, evaluate, and communicate scientific data
- Work with standard mathematical form, logarithms, algebraic functions, and their graphical representation
- Apply statistical methods to scientific data
- Apply differential and integral calculus to scientific problems

Entry requirements:

- At least one year's experience in a science related occupation (please upload an email from your line manager confirming that you meet this criteria); AND
- At least 5 GCSEs (or equivalent) including English and Mathematics at Grade C or above (please upload official certificates to the SRC application portal)

Candidates without the above qualifications can alternatively have achieved:

- A level 3 qualification or a level 2 qualification (please upload official certificates to the SRC application portal)

Upon receipt of your application and uploaded evidence, you will be invited to attend an online Pre-Enrolment Advice Session. It is essential you attend this session.

DURATION	12 WEEKS
Cost	**Free** - Skill UP Flexible Skills Fund
Campus	eCampus

Courses dates and times, see **src.ac.uk/courses**

SRC Offers:

If a suitable course date is not listed below, contact SRC to organise training courses to suit your business needs. Content can be tailored to meet your business needs.

Available courses include:

- Manual Handling Awareness for Care Workers
- COSHH & Infection Control
- Safe Handling of Medications
- Report Writing & Confidentiality
- Safeguarding
- Handling Complaints
- Level 3 Emergency First Aid (6 hours)
- Level 3 Award First Aid at Work (18 hours)
- Level 3 Paediatric First Aid (16 hours)

Business Support

At Southern Regional College our Business Development Team will work with you to identify your training needs and find the appropriate solution (which may also be eligible for funding). SRC can also deliver bespoke courses, tailored to your organisation's specific requirements. For any of your training needs please do not hesitate to contact us.

Business Development Team

Aislin Trainor
E: trainorae@src.ac.uk
T: 028 38397778
M: 07587637030

Gayle Guy
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Sara Coppard
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Knowledge Transfer & Innovation

Our team of Innovation & Technology Specialists can help your business innovate, compete and grow. Our team will support you with:

- Food innovation and scale-up
- Product design and development
- Design for manufacture
- Robotics
- Lean processes / process improvement
- Digital transformation
- Construction innovation
- Creative and digital
- Tourism innovation

Our approach is straightforward. We work closely with you to identify areas that need support to help your business grow and improve. We provide technical mentoring, research and development, ideation, innovation modelling, product design and development expertise as well as process improvement.

Most of our interventions are either partially or fully funded. We look after the funding applications so that you can focus on your business.

Innovation & Technology Specialists

Rachel Little
Food Innovation
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Mark Gillespie
Computing & Digital Innovation
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James Donnelly
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Lydia Reilly
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Kieran Swail
Tourism & Innovation
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Ryan Mann
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InnovateUs

InnovateUs provides up to 60 hours of one-to-one mentoring from a SRC Innovation & Technology Specialist to enhance your skills and develop innovation within your business. This program offers help with a new product, service, or process development. It is open to all industries to a business/social enterprise with fewer than 50 employees within Northern Ireland and is funded by Department for the Economy (DfE).

Innovation Vouchers

This programme, funded by Invest NI offers up to 62 hours of technical expertise from an Innovation & Technology Specialist to support research & development, helping bring new products to market. This programme is suitable for SMEs in Northern Ireland with less than 250 employees and is open to all industries, except transport and agriculture.

Innovation Boost

Product development and innovation is at the heart of the growth but often needs costly technology support. Previously known as Fusion, the Innovation Boost programme can provide support of up to £56,000/€67,900 helping to fund a high calibre science, engineering or technology graduate and partnering you with a third level institution with specific expertise typically in the area of new product / service development. The graduate is employed by a company in ROI throughout the project (12 – 18 months) with mentoring from the academic partner (SRC) and InterTradeIreland Innovation Boost consultant.

intertradeireland.com/innovation/innovation-boost

Knowledge Transfer Partnerships

KTPs will enable you to employ a fulltime graduate employee in your business for one to three years, plus weekly assistance from an academic mentor at SRC. Streamline your manufacturing process, develop your business or marketing strategy, or develop that new product or service.

If you have an idea or concept that could potentially help your business to grow and if you need support to take that concept further, then contact the Business Support and Innovation Centre at SRC on **028 30259664 / 028 38397778** or email **betterbusiness@src.ac.uk**

Higher Level Apprenticeships

Higher Level Apprenticeships (HLA) have been described as an 'alternative route to University' and have targeted qualifications between Level 4 (HNC equivalent) to Level 8 (PhD equivalent) which meet the needs of business.

The HLA programmes are targeted at students who have achieved an academic profile to a Level 3 standard e.g. A' Levels or BTEC Extended Diploma at level 3.

HLAs enable employers to provide focused industry relevant training to staff to grow and develop within their business. The aim of HLAs is to equip young people with the theoretical knowledge through the qualification and relevant work experience to be effective in any company.

Currently, SRC offers HLA (Higher Level Apprenticeships) in:

- Open University Level 6 Accounting Technology (Accounting Technician Ireland)
- Open University Level 5 Foundation Degree in Construction (Digital Construction Management
- Open University Level 6 BSc (Hons) Degree in Construction Engineering Management (Degree Top -Up) **(NEW)**
- Open University Level 5 Foundation Degree in Engineering (Mechatronic Engineering)
- Open University Level 5 Foundation Degree in Engineering (Technical Design & Manufacture)
- Open University Level 5 Foundation Degree in Engineering (Electrical & Electronic) **(NEW)**
- Open University Level 6 BEng (Hons) Degree in Engineering – (Degree Top-Up) **(NEW)**
- Open University Level 5 Foundation Degree in Construction (Quantity Surveying) **(NEW)**
- Open University Level 5 Foundation Degree in Cloud Computing, Analytics and Security for Industry
- Open University Level 6 BSc (Hons) Degree in Computing for Industry (Degree Top-Up) **(NEW)**
- Ulster University Level 5 Foundation Degree in Applied Industrial Sciences
- Accounting Technicians Ireland Level 5 Diploma for Accounting Technicians
- University of Ulster Level 5 Foundation Degree (FdSc) in Fintech **(NEW)**

- Open University Level 5 Foundation Degree in Digital Marketing, Advertising and Communications
- Open University Level 6 BSc (Hons) Degree in Digital Marketing, Advertising and Communication – Degree Top-Up) **(NEW)**
- Ulster University Level 5 Foundation Degree Hospitality and Tourism with Specialisms (Hospitality)
- Open University Level 5 Foundation Degree in Sports and Exercise **(NEW)**

HLAs enable employers to "grow their own" by developing a pipeline of motivated, skilled, qualified, and professional staff.

For more information on HLA's please contact Margaret McNamee or Andrea Kearney.

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European Social Fund
Northern Ireland

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#Betterbusiness