







## **Upcoming Training Courses**

Funded through the UK Shared Prosperity Fund

## **Time Management**

20 March 2025, 10am - 4pm

#### **How to Create and Run Adverts on Facebook**

25 March 2025 • 10am - 4pm

## Food Safety in Catering Level 2 Award

25 March 2025 • 9:30am - 4pm

# **Employee Relations: Handling Grievances and Disciplinaries**

26 March 2025, 10am - 4pm

## Food Safety in Catering Level 2 Award

27 March 2025 • 9:30am - 4pm

#### **Excel Intermediate\***

1 April 2025 • 9:30am - 4pm

## Food Safety in Catering Level 2 Award

10 April 2025 • 9:30am - 4pm

## Allergen Awareness

15 April 2025 • 9:30am - 4pm

## **Excel Beginners\***

16 April 2025 • 9:30am - 4pm

## Food Safety in Catering Level 2 Award

22 April 2025 • 9:30am - 4pm

## **Staying Safe On-Line**

23 April 2025 • 1pm - 3pm

#### **Excel Intermediate\***

24 April 2025 • 9:30am - 4pm









# Changing the way Cancer is Navigated in the Workplace

28 April 2025 • 9am-1pm

## **Emotional Intelligence**

30 April 2025 • 10am-3pm

## CMI Unit 501 Principles of Management and Leadership in an Organisational Context (over 4 sessions)

1 May, 15 May, 27 May, 10 June 2025 • 9am - 1pm

## **Allergen Awareness**

6 May 2025 • 9:30am - 4pm

## **Thinking Strategically**

6 May 2025 • 9am-1pm

## **Business Start Up**

7 May 2025 • 9am-1pm

## Food Safety in Catering Level 2 Award

7 May 2025 • 9:30am - 4pm

#### **Recruitment Skills**

9 May 2025 • 10-3pm

#### **Excel Advanced\***

20 May 2025 • 9:30 - 4pm

## Supporting Multi Generational Workforce

21 May 2025 • 10am-3pm

## **Business Start Up**

3 June 2025 • 9am-1pm

## **Excel Beginners\***

5 June 2025 • 9:30am - 4pm

## **Organisational Psychology**

5 June 2025 • 1pm-5pm









## **Appraisal Skills**

6 June 2025 • 10am-3pm

#### **Train to Train**

9 June 2025 • 9am - 3pm

## **Encouraging Gen Z to thrive in the Workforce**

11 June 2025 • 10am-3pm

## **System Thinking**

17 June 2025 • 1pm-5pm

#### **Excel Intermediate\***

17 June 2025 • 9:30am - 4pm

### CMI Unit 514 Managing Change (over 3 sessions)

19 June 9am - 1pm • 2 July & 16 July 2025 - 1pm-5pm

## Changing the way Cancer is Navigated in the Workplace

23 June 2025 • 9am-1pm

## Leadership & Organisational Culture

24 June 2025 • 9am-1pm

## **Excel Beginners\***

25 June 2025 • 9:30am - 4pm

# CMI Unit 525 Using Reflective Practice to Inform Personal and Professional Development (over 4 sessions)

31 July, 14 August, 28 August, 11 September 2025 • 9am - 1pm

## **CMI Unit 513 Managing Projects to Achieve Results**

(over 4 sessions)

24 September, 16 October, 30 October, 13 November 2025 • 9am - 1pm

### CMI Unit 504 Managing Performance (over 3 sessions)

27 November, 4 December, 18 December 2025 • 1pm-5pm









### CMI Unit 510 Managing Conflict (over 3 sessions)

8 January, 22 January, 5 February 2026 • 9am-1pm

## CMI Unit 507 Principles of Delivering Coaching and Mentoring (over 3 sessions)

19 February, 5 March, 19 March 2026 • 9am-1pm

\* Charges may apply for this course, please contact us for eligibility criteria

For further information

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