MID ULSTER
Labour Market Partnership
Working Together

Mid Ulster

Employability & Skills Register



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Introduction

The Mid Ulster Labour Market Partnership was formed in November 2021 with the aim of improving employability outcomes and labour market conditions, creating employment and opportunity in the district.

A key resource required by both residents and employers as highlighted during extensive consultation, was the creation of a Skills and Employability register so that everyone within the Mid Ulster area could easily identify and access interventions to improve labour market conditions.

The register on the following pages details a comprehensive range of regional and local employability and skills delivery organisations and initiatives to provide stakeholders, including employers and residents with a complete understanding of the existing support landscape for employers, the unemployed, economically inactive, or those who are employed but wish to reskill/upskill to access better quality employment.

For further information, please contact Mid Ulster LMP
Tel 03000 132 132 or email lmp@midulstercouncil.org

1.0 Department for Communities Initiatives - General supports

1.1 JobStart Scheme

Please note: The JobStart Scheme is now closed, however, we anticipate that this will reopen again later in the year.

If you are a working age (16 – 65 years old) benefit claimant who is unemployed or economically inactive and need support to enter or re-enter the labour market, the JobStart Scheme provides tailored, flexible, paid job opportunities in a supportive environment to help you improve your skills and experience.

The JobStart Scheme is for those who are unemployed or economically inactive and currently claiming working age benefits. JobStart provides an opportunity to enter the job market by offering six-month job opportunities with a range of employers across all job sectors in Northern Ireland.

These job opportunities may be extended to nine-months with reduced hours where flexibility is required and has been approved by a Jobs & Benefits office Work Coach.

Participating in the JobStart Scheme will:

- develop employment skills
- provide a six or nine-month paid job opportunity
- enhance CV and future job prospects
- increase confidence
- learn important work skills such as teamwork and problem solving and communication skills.

By the end of the scheme, participants may:

- be offered a permanent job by the employer
- have the skills and experience to help find another job
- go into further education or training opportunities.

To be eligible to apply for the JobStart Scheme you must:

- be aged 16-65 years old
- be unemployed or economically inactive and getting a working age benefit
- be sent to the scheme by a Work Coach in your local Jobs & Benefits office
- be looking to enter or re-enter the workplace
- have a National Insurance number and the right to work in Northern Ireland.

During the JobStart scheme participants will receive at least the National Minimum Wage for 25 hours per week. The employer may choose to offer additional hours. Other costs such as uniforms or training required may also be covered. All employers in Northern Ireland can take part in the JobStart scheme.

If you receive Universal Credit, Jobseeker's Allowance, Employment and Support Allowance or Income Support, and would like further information, contact a Work Coach on 0300 200 7807 or visit your local Jobs & Benefit's office:

Cookstown Jobs and Benefits: Tel 0800 012 1331, email: cookstown.jobsandbenefits@dfcni.gov.uk
Dungannon Jobs and Benefits: Tel 0800 012 1441, email: dungannon.jobsandbenefits@dfcni.gov.uk
Magherafelt Jobs and Benefits: Tel 0300 200 7822, email: Magherafelt.jobsandbenefits@dfcni.gov.uk

You will not be eligible to apply for the JobStart Scheme if:

- you are planning to take up an apprenticeship or enter education or further education in the future
- you are awaiting the outcome of a job interview
- your parent or guardian is receiving Child Benefit on your behalf
- you have already reached 25 years of age.

Employers
If you are an employer who is interested in employing an individual through the Job Start 16-24 programme, contact the Employer Service Branch located in each of the Jobs and Benefits Offices

Dungannon: ucemployeradviser.dungannon@dfcni.gov.uk
Cookstown: ucemployeradviser.cookstown@dfcni.gov.uk
Magherafelt: ucemployeradviser.magherafelt@dfcni.gov.uk

If you are an employer who is interested in offering opportunities to the additional 50+ age group, please see nibusinessinfo website for further information on how to apply.

Alternatively, contact DfC Employer Services Branch as above for further advice and to support you through the process. You can also contact the JobStart Team directly on 028 90726788 or email jobstart.scheme@communities-ni.gov.uk.

1.2 Work Experience Programme

The Work Experience Programme helps those who are unemployed develop their employability skills and gain the experience required to get a job. DfC collaborates with employers to offer opportunities to obtain meaningful work experience for those who are seeking employment. Short work experience placements of between two and eight weeks are available with local employers for those aged between 16-65 years. During the placements, participants can learn about specific industries and job roles to assist in making more informed choices about their future, whilst also improving confidence and motivation.

Eligible applicants will be assisted in identifying suitable work experience opportunities, developing job-search skills, and gain advice on CV building and interview techniques.
To be eligible for the Work Experience Programme, you must be:

- aged 16-17 and receiving Universal Credit
- aged 18-65, receiving Universal Credit, Jobseeker's Allowance, Employment and Support Allowance or Income Support and actively seeking employment or
- actively seeking employment if you're unemployed and not claiming benefits.

Those participating in a Work Experience placement will receive up to £50 per week (£10 per day) for taking part. Employers who provide a person with a Work Experience placement may receive an incentive payment of £250, provided the participant has completed at least one week on the work experience initiative. Taking part in the programme is voluntary and does not impact benefits.
Any eligible weekly travel costs and childcare costs will also be reimbursed.

Employers interested in participating will be asked to sign an agreement setting out the terms and conditions of the programme. Employers will not be asked to make any payments to participants in the programme and participants retain their benefit entitlement during the period of work experience.

For more information contact the relevant Jobs and Benefits Office:

Cookstown Jobs and Benefits: Tel 0800 012 1331, email:
cookstown.jobsandbenefits@dfcni.gov.uk
Dungannon Jobs and Benefits: Tel 0800 012 1441, email:
dungannon.jobsandbenefits@dfcni.gov.uk
Magherafelt Jobs and Benefits: Tel 0300 200 7822, email:
Magherafelt.jobsandbenefits@dfcni.gov.uk

1.3 Opportunity Guarantee

Opportunity Guarantee is a strand of the Work Experience Programme for young people aged 16-24 which provides:

- Work experience placements lasting thirteen weeks
- A guaranteed interview for a job or apprenticeship when the placement ends.

Those participating in an Opportunity Guarantee placement will receive up to £50 per week (£10 per day) for taking part. Employers who provide a person with an Opportunity Guarantee placement may receive an incentive payment of £250, provided the participant has completed at least one week on either work experience initiative. Employers will also receive an additional £250 payment after the participant has completed the full 13 weeks of work experience.

Employers interested in participating will be asked to sign an agreement setting out the terms and conditions of the programme. They need to be willing to host a participant for thirteen weeks, be in a recruitment position and be willing to offer participants an interview for a job or apprenticeship. Employers will not be asked to make any payments to participants in the programme and participants retain their benefit entitlement during the period of work experience.

For more information contact the relevant Jobs and Benefits Office:

Cookstown Jobs and Benefits: Tel 0800 012 1331, email:
cookstown.jobsandbenefits@dfcni.gov.uk
Dungannon Jobs and Benefits: Tel 0800 012 1441, email:
dungannon.jobsandbenefits@dfcni.gov.uk
Magherafelt Jobs and Benefits: Tel 0300 200 7822, email:
Magherafelt.jobsandbenefits@dfcni.gov.uk

1.4 Job Apply NI

Jobseekers can access current employment opportunities by visiting JobApplyNI. JobApplyNI is the Department for Communities' dedicated website for advertising vacancies and has full, part-time, and casual vacancies across a wide range of occupational areas. Users can search for jobs by:

- Keyword
- Area Location
- Sector

JobApplyNI reaches a wide weekly audience, advertising current job vacancies throughout Northern Ireland, as well as vacancies in the cross-border regions of the Republic of Ireland. The site is available 24 hours a day, 7 days a week with major recruitment opportunities clearly highlighted in the 'latest news' section of the homepage. Employers can register and list current opportunities free of charge. Individual job seekers who register with JobApplyNI can apply for vacancies directly to employers by uploading and sending their CVs or completing application forms online as appropriate https://www.jobapplyni.com/

1.5 Advice from Job Coaches at Jobs and Benefits Offices

Jobs and Benefits coaches provide employability advice to individuals. All offices are open for business, primarily on an appointment basis.

Job Coaches advise individuals looking for information relating to job vacancies and provide information about job trends, education, and training opportunities as well as translation and interpretation facilities. Specialist advice is also available to those with disabilities.

Cookstown Jobs and Benefits: Tel 0800 012 1331, email:
cookstown.jobsandbenefits@dfcni.gov.uk
Dungannon Jobs and Benefits: Tel 0800 012 1441, email:
dungannon.jobsandbenefits@dfcni.gov.uk
Magherafelt Jobs and Benefits: Tel 0300 200 7822, email:
Magherafelt.jobsandbenefits@dfcni.gov.uk

1.6 Advice from Employer Services Branch (at each Jobs & Benefits Office)

Department for Communities Employer Services can deliver a range of recruitment support and events to connect employers with the right applicants when recruiting. For large and public sector employers, a dedicated Client Executive is appointed for each employer account.

Free services for employers include:
• Participation at Job Fairs, Meet the Employer and Tailored Recruitment Events
• Job vacancy advertising on JobApplyNI.com
• Sign posting to a range of programmes to support new or existing staff
• Use of facilities throughout the 35 Jobs & and Benefits office network

Each local Jobs & Benefits office has at least one dedicated Employer Adviser who can help with recruitment for small, medium or micro sized employers within Northern Ireland and provide support on services including work experience programmes and employability schemes.

Cookstown Jobs and Benefits: Tel 0800 012 1331, email:
ucemployeradviser.cookstown@dfcni.gov.uk
Dungannon Jobs and Benefits: Tel 0800 012 1441, email:
ucemployeradviser.dungannon@dfcni.gov.uk
Magherafelt Jobs and Benefits: Tel 0300 200 7822, email:
ucemployeradviser.magherafelt@dfcni.gov.uk

2.0 Department for Communities Initiatives - Support for disabled workers and their employers

2.1 Workable (NI)

Workable (NI) offers a flexible range of long-term support to help people with disabilities overcome any barriers to employment, and to find and keep work. The programme offers tailored support for employers and individuals with a disability to meet their specific needs in the workplace through:

- One-to-one support from a job coach to help the employee and their colleagues adapt to the needs of the job
- Extra training for the employer
- Disability awareness training for the employer and work colleagues.

The programme is delivered by three providers contracted by DfC as follows:

- Disability Action
- Supported Employment Solution (SES)
- Ulster Supported Employment Ltd (USEL)

Support within Workable (NI) will determine each individual's specific needs. Where possible, the applicant will attend a meeting at the delivery organisation's premises. However, where this is not possible, meetings can take place in the applicant's home, at a location within their local area, at a local Jobs and Benefits office, local library, or a designated place (including an employer's workplace) that they feel comfortable in. The programme can also be provided virtually if the person prefers to do so. A blended approach is also available.

Participants interested in accessing the Workable (NI) Programme or requiring more information can contact the work coaches in their local Jobs and Benefits offices where an appointment can be arranged.

Cookstown Jobs and Benefits: Tel 0800 012 1331, email:
cookstown.jobsandbenefits@dfcni.gov.uk
Dungannon Jobs and Benefits: Tel 0800 012 1441, email:
dungannon.jobsandbenefits@dfcni.gov.uk
Magherafelt Jobs and Benefits: Tel 0300 200 7822, email:
Magherafelt.jobsandbenefits@dfcni.gov.uk

Alternatively, contact
Disability Action, Tel 028 8775 2372 or email: dungannon@disabilityaction.org
Supported Employment Solution (SES), Tel 028 9442 5351 or email:
workable@sesni.org.uk
Ulster Supported Employment Ltd (USEL) Tel 028 9035 6600 or email:
info@usel.co.uk

To be eligible for the programme participants must:

- Have a disability
- Be at least 16 years of age
- Be about to start a new job or be experiencing difficulties in their existing job

- The job must involve 10 hours or more a week on a minimum of a six-month contract.

2.2 Health and Work Support Branch (HWSB)

The Health and Work Support Branch (HWSB), developed and funded by DfC provides a comprehensive package of support measures, aimed at helping people with a full range of disabilities to progress towards, move into and sustain paid employment. Staff offer help and advice to both employers and people with disabilities about the range of specialist support available to help people start and retain a job.

The HWSB assists people who are sick or have a disability, to find employment. They also support employers to recruit those with health issues or disabilities, as well as retain employees who become sick or disabled in their jobs.

HWSB advisers are located across Northern Ireland and can offer practical advice to help both employers and potential employees overcome any barriers to starting work. Types of support available may include advice on the following:

- Recruiting people with disabilities
- Retaining employees who become disabled
- Financial help or support to employ people with disabilities through Access to Work (NI) and Workable (NI)
- Job/employee assessment and job/environment redesign
- Equipment and ergonomics in the workplace
- Accessibility of premise
- Development of disability awareness
- Development of good employment practices
- Preparation, advice, and guidance to help people with disabilities who are applying for jobs
- Encouraging employers to provide dedicated interview times for applicants with disabilities
- Providing employers with advice on reasonable adjustments, such as additional time for interviews
- Offer the employer and the job applicant appropriate options of tailored support during the recruitment process

Offer the employer and the employee appropriate options of tailored support to help the worker with a disability perform to the best of their ability in the workplace.

To find out more Tel 028 90909321 or
email: HealthandWorkSupportCo-ordination@communities-ni.gov.uk

2.3 Access to Work (NI)

Access to Work (NI) can help people with disabilities who wish to take up employment or those who are already in work and experiencing difficulties related to their disability.
It can also help employers who wish to recruit or retain people with disabilities in employment.
The programme helps with the practical problems caused by disability. It offers advice and support in a flexible way which can be tailored to suit the needs of an

individual in a particular job including getting to and from work. Funding towards additional costs which may arise because of a disability may also be available. This is assessed on an individual case to case basis.
Access to Work (NI) can help towards the cost of:

- Communication support for those with a hearing impairment and need a communicator in the workplace or at an interview
- Provision of special aids and equipment to suit work needs arising from disability
- Adaptations of premises and equipment in the workplace to help an employee with disabilities
- Practical help if needed because of a disability, either at work or getting to and from work
- Support when a person with a disability incurs extra costs in travelling to and from work because of disability
- Support to assist employers where other additional costs arise because of disability - for example, extra 'in-work' travel costs, or provision of disability awareness training.

For further information, Tel 028 9072 6756 or
email: HealthandWorkSupportCo-ordination@communities-ni.gov.uk or speak to a job coach at local Jobs and Benefits Office.

2.4 Condition Management Programme

The Condition Management Programme (CMP) is a voluntary, short-term work-focused programme funded by DfC and delivered by healthcare professionals throughout the five healthcare trusts in NI. Participation in CMP lasts for up to 12 weeks and supports the participant to develop skills in managing their health condition, improving quality of life and in turn, their potential to develop skills, knowledge, and confidence in pursuing “work” now or in the future.

The programme is primarily for those receiving Jobseeker’s Allowance, Employment Support Allowance and Universal Credit but is open to anyone who may require support especially where an individual is either absent due to or at risk of long-term sickness from their employment. Individuals who are already supported by the Department for Communities’ in-work programmes, Workable (NI) or Access to Work (NI), can also avail of CMP to enable them to remain in work or return to work if they are on sickness absence.

Employees can access the programme by way of a self-referral at which point an initial assessment will be made as to whether the programme is suitable for them. Led by Healthcare Professionals, such as Occupational Therapists, Physiotherapists and Mental Health Nurses, the CMP aims to help individuals manage physical and mental health conditions that can often make it difficult to stay or remain in work offering advice on:

- Dealing with stress, anxiety, low mood/depression
- Coping with pain and fatigue
- Relaxation techniques
- Communicating with confidence
- Developing a healthier lifestyle

- Looking after your back
- Exploring potential work options

CMP may be of benefit to those who:

- Are in work and struggling to stay in work due to a health condition(s)
- Have recently gone off work due to a health condition(s)
- Receive benefits and struggle to find work due to a health condition(s)

Those looking to access CMP can see their GP or healthcare professionals who can make a referral by completing the referral form at the link for your appropriate Health Trust on the following webpages:
https://southerntrust.hscni.net/service/condition-management-programme-cmp/
https://www.northerntrust.hscni.net/services/condition-management-programme-cmp/

Taking part in the CMP is voluntary so it will not affect your benefits.

Alternatively, service users can contact their local CMP office directly located at Unit 4, Dungannon Enterprise Centre, Coalisland Rd, Dungannon. Tel 028 3751 7177.

Service users can contact their local CMP office directly by phone or text: CMP 1341 to 67300 to make a self-referral.

For further information on how the programme works you can watch explainer video https://www.youtube.com/watch?v=NYssCz_3IRk

2.5 The Work Psychology Service

The Work Psychology Service offers an employment assessment service for anyone in Northern Ireland who has a disability or health care condition and is struggling in their job as a result of this. The assessment will help to identify reasonable adjustments to support them in relevant aspects of their work. Employers and their employees who wish to be referred for an assessment can contact the Work Psychology Service by email to wps@communities-ni.gov.uk or Tel 028 9037 6305. Alternatively, individuals can be referred to this service through their local Jobs and Benefits office.

3.0 Department for the Economy Support Initiatives – Careers Service

The Department for the Economy provides a Careers Service that provides impartial, all-age careers information, advice, and guidance, to help make informed choices about future career paths. The careers service offers a range of free online interactive tools to help individuals find out more about different careers and match their career options, based on their skills, interests and values.

3.1 Career A-Z list

The Career A-Z tool offers information on various career pathways, including employment, education, and training options. Users can explore potential careers through videos and real-life case studies to gain insights into the working experience. Information can be accessed using the A-Z list. Alternatively, the multi-selector tool can be used to search based on industry, type of work or qualification level.

Subjects being studied within A-Level, GCSE, or vocational courses can be matched to potential careers and information on higher education courses can be viewed. Users can also access general information articles on education and employment-related issues.

The tool allows individuals to view career profiles for their chosen career options, which include details of:

- Normal work activities
- Personal qualities and skills required
- Pay and opportunities
- Entry routes and training
- Qualifications required
- Adult opportunities

The Career A-Z list can be accessed at: https://www.nidirect.gov.uk/services/career-z-list

3.2 CV Builder

The online CV Builder is an interactive tool which can be used to create, edit, download, and print a CV. To access this tool, visit https://www.nidirect.gov.uk/services/cv-builder

Advice on how to prepare a CV and Cover Letter is also available online at: https://www.nidirect.gov.uk/articles/cvs-and-cover-letters

3.3 Careers Advisors

In addition to the online resources, those interested can get in touch with a professionally qualified careers adviser who can help make informed choices about future career paths. Professionally qualified careers advisers can be contacted in a number of ways:

- Webchat: available from 9.30am - 4.30pm (Monday to Friday) https://www.nidirect.gov.uk/campaigns/careers

- Ask Careers Facility: Outside Webchat hours, or if all advisers are busy, those wishing to avail of the service can ask questions online, and a careers adviser will get back to them as quickly as possible (usually within two working days) https://skills.economy-ni.gov.uk/AskCareers/AskCareersForm
- Telephone 0300 200 7820, Monday to Friday from 9am to 5pm (except Thursday 10am – 5pm)

For those accessing the careers webchat, individuals will be asked to complete a short online application form in advance of engaging in the webchat. This aims to help individuals think about what areas are important when planning their future career. The application should take no longer than ten minutes to complete. Once an individual completes their application, they will receive a confirmation email. They will then be contacted, (usually within 24 hours of their application), by the Careers Service to arrange a suitable date and time to discuss matters further with a Careers Adviser. The information within the application will be used as the basis for the careers guidance interview to help individuals make informed, suitable, and achievable career decisions and plan next steps.

The Careers Advisors in the local area are located within the following Jobs and Benefits Offices

- Cookstown (covering both Cookstown and Dungannon)
- Magherafelt

Face-to-face appointments can be arranged via telephone to take place at any of the Jobs and Benefits Offices
Contact 0300 200 7820 or email: bernie.harte@economy-ni.gov.uk

3.4 Careers Occupational Information

The Careers Service provides up-to-date information about the different sectors of the Northern Ireland economy in regular bulletins, newsflashes, subject-based career guides and labour market updates on their website. These are available at: https://www.economy-ni.gov.uk/topics/employment-and-skills-programmes-including-apprenticeships/careers-occupational-information

3.5 Skills for Life and Work Programme

Skills for Life and Work is designed for young people aged 16 - 17, with extended age eligibility for young people with a disability up to age 22 and up to age 24 for those from an in-care background. The programme helps young people aged 16 and 17 build the confidence and skills needed to find work by gaining recognised qualifications and undertaking real experience in a workplace. The programme requires a commitment of 24 - 30 hours per week for 2 years and includes a significant amount of time spent in a workplace (usually every week) alongside training with the chosen training organisation for the rest of the time. Qualifications in personal development and employability, as well as a chosen vocational (work) area are achieved over the two years, and where required, Essential Skills qualifications in literacy, numeracy and ICT can be undertaken. Those with a disability can take part in Skills for Life and Work for three years.

Participants are eligible for Education Maintenance Allowance (EMA) of £40 per week (depending on attendance), in addition to receiving bonus payments as they complete various stages of their training. Participants may also receive help with

travel expenses and childcare costs, depending on their circumstances. Extra support may be available for those with a disability.
https://www.nidirect.gov.uk/articles/skills-life-and-work

The Skills for Life and Work programme is strongly focused on helping the individual move on successfully after leaving the programme towards a Traineeship or an Apprenticeship, or other employment. Further advice can be provided by Careers Advisers who will discuss work and training options, what the participant may be interested in undertaking and what qualifications they have to determine individual needs. This will help explore all available options and determine if Skills for Life and Work is the most suitable programme and/or eligibility. Participants require a 'Training Credit' to join the programme, which can only be received from a Careers Adviser.
To contact or for further information, tel 0300 200 7820 or email:
bernie.harte@economy-ni.gov.uk

Skills for Life and Work Progamme - Training providers by council area
https://www.economy-ni.gov.uk/articles/skills-life-and-work-training-providers-council-area

Skills for Life and Work Programme is delivered by the following local training providers outlined below:

Rutledge Training Ltd, Magherafelt – Tel 028 7963 4666 or email
mgreer@rutledgegroup.co.uk
https://rutledgegroup.co.uk/training/skills-for-life-and-work-programme/
Offering vocational subjects Admin and Management; Agriculture and Land; Broad-based; Creative; Hair and Beauty; Health, Social Care, Children and Young People; Hospitality; IT and ICT Services; Leisure and Sport; Retail and Customer Care; Transport and Distribution.

Coalisland Training Services Ltd – Tel 028 8774 8512/ 028 8774 8502 or email
info@coalislandtrainingservices.co.uk or eileen@coalislandtrainingservices.co.uk
https://coalislandtrainingservices.co.uk/
Offering vocational subjects: Building Services Engineering; Construction; Hair and Beauty; Health, Social Care, Children and Young People.

South-West College Dungannon Campus – Tel 028 8225 0109 or email
Rachel.Duncan@swc.ac.uk Hannah.collins@swc.ac.uk
https://swc.ac.uk/courses/apprenticeships/skills-for-life
Offering vocational subjects: Broad-based; Construction; Engineering; Motor and Plant.

Craft Training Ltd
https://www.craftrecruitment.com/
Offering vocational subjects Admin and Management; Broad-based; Construction; Hair and Beauty; Health, Social Care, Children and Young People; Hospitality; IT and ICT Services; Leisure and Sport; Retail and Customer Care; Science and Medical Services; Services.

4.0 Department for the Economy Support Initiatives delivered by FE/HE Colleges

4.1 STEP UP Programme

The STEP UP Programme is fully funded by DfE, and managed and delivered by the FE/HE colleges. FE provision has four targeted projects, all delivered within 12 to 36 weeks dependent on the requirements of the applicant to build confidence, explore career options, build on existing skills, gain qualifications while also benefiting from one-to-one mentorship. A range of measures have put in place by Higher Education Institutions to provide individualised support to encourage continued engagement, higher retention rates and onward progression opportunities.

Step Up in FE Colleges currently offers

College Connect +

College Connect + is for those aged between 16 and 24 years of age who are currently not in education, employment or training. An individual development plan, together with mentorship and careers advice will support additional transversal skills achievement and lead to qualifications. Includes a range of formal delivery / curriculum sampling and mentoring. Delivery will support development of Literacy and Numeracy and ESOL if required.

Participants will:

- Develop an individual learning plan
- Receive support up to a Level 1 qualification
- Receive mentorship
- Receive free expert 1-2-1 career guidance from a Careers Advisor
- Learn new skills

DARE - Disability Access Route to Education and Employment

DARE is open to all who have a disability, are aged 16 years or over and are unemployed or economically inactive. Support offered through DARE includes weekly mentorship, goal setting and action planning specific to the individual learner to enhance opportunities to gain qualifications and progress into work or stay in work. Support from expert organisations will be included where appropriate. DARE is delivered through a mix of remote, blended, and modular approach mentoring. The level of qualification offered will depend on the individual learner's abilities.

Participants will:

- Receive support through mentorship, job coaching and action planning
- Develop an individual learning plan
- Receive free expert 1-2-1 career guidance from a Careers Advisor
- Learn new skills

WRAP - Women Returners Access Programme

Unemployed or economically inactive women who wish to build confidence, refresh skills, gain qualifications and work experience in areas of economic demand can apply to WRAP. Through job coaching and mentorship, support will be provided to

create progression pathways including to further and higher education or employment.
Participants will:

- Receive support through mentorship, job coaching and action planning
- Develop an individual learning plan
- Receive free expert 1-2-1 career guidance from a Careers Advisor
- Learn new skills

The overall aim of the Step Up Programme is to:

- increase access and participation of the under-represented priority cohorts in skills and education opportunities
- onward positive destination of participants to further education, training, and employment
- support participants from the priority groups to gain an awareness of or remain in further education.

Step Up provides support for the following target groups

- people aged from 16 to 24 years old who are not in employment or education or training
- people aged from 16 to 24 years old who are care leavers or have care experience
- people aged 24 years and over who are unemployed or economically inactive
- young people and adults with a disability or Special Educational Need (SEN)
- economically inactive women returners.

For further information on Step Up, contact
South West College, Tel 0770 8152 876 or email: emma.oneill@swc.ac.uk
Northern Regional College, Tel 028 7963 2462 or email:
stepup@nrc.ac.uk or Pamela.Steele@nrc.ac.uk

4.2 NI Traineeship Programme

A traineeship gives participants the opportunity to gain valuable work experience in the sector they are interested in, while also improving your employability skills, English and Maths and can help progress towards a full-time job, apprenticeship, or further education.

A Traineeship typically takes two years to complete on a full-time basis and is available to young people over 16 who are not yet in employment, but who are ready and able to engage in a challenging programme in their preferred occupational area through a Further Education College. While the target age group is 16 to 24 years, the Traineeship is open to all age groups.
The Traineeship Programme allows participants to achieve a full Level 2 qualification and includes the following key elements:

- A main knowledge-based qualification in the chosen occupational area
- Vocational skills development
- Transversal and digital skills
- A work placement
- Lead to a Traineeship certificate plus qualifications equivalent to five GCSEs including Maths and English Grades A* to C
- Additional qualifications deemed necessary for work within a sector for example Health and Safety, CSR, and manual handling

To enter a Traineeship individuals must hold a minimum of a Level 1 qualification, defined as four GCSEs at grades D to G including Maths and English grades D to E, or equivalent. Those that do not meet the entry criteria will enter an 'introductory phase' of the Traineeship. Upon enrolment, an initial assessment will be completed to confirm if the participant should enter the full traineeship or the introductory phase.

The qualifications that underpin the Traineeship are aligned to the Apprenticeships 2021. Frameworks at Level 2 therefore allow a seamless transition to an employed apprenticeship route where appropriate.

Traineeship funding and support can include:

- Education Maintenance Allowance (EMA) - EMA is a means tested allowance which, if eligible, pays £30 per week to 16 to 19-year-olds. It involves attendance being monitored and payment is dependent on full weekly attendance in all subject areas including placement. Bonuses are also payable on the achievement of qualifications. EMA application packs are available from FE college reception areas.
- Further Education Grant - Participants can apply for a Further Education Grant which is means-tested and non-repayable. Application packs are available from FE College reception areas.
- Hardship Fund - The Hardship Fund is available to those aged 18 or over suffering from financial hardship. Assistance from the Hardship Fund is means-tested and can only be provided once all other sources of funding have been explored. Childcare can be supported through the Hardship Fund if support is unavailable through the FE Award and Care to Learn.
- Travel - Participants will be eligible to apply for a bus pass if they are under 19 years old and live at least three miles away from their nearest college. Participants will also be reimbursed for their travel costs to work placement.
- Free School Meals - Those under 18 years of age may be entitled to free school meals.

Current traineeships available at the colleges located within the MUDC area are outlined as follows:

Northern Regional College – Tel 028 2566 4266 or email: sean.mcaleese@nrc.ac.uk

- Barbering
- Beauty Therapy
- Carpentry and Joinery
- Childcare
- Engineering
- Hairdressing
- Health and Social Care
- IT
- Light Vehicle

South West College – Tel 079 2014 6186 or email: sharon.murphy@swc.ac.uk

- Carpentry and Joinery
- Engineering

- Light Vehicle
- Heavy Vehicle
- IT

Please note other traineeships may be available at Northern Regional College and South West College campus's outside of the Mid Ulster district.

For employers looking to get involved, the traineeship provides them with the flexibility to teach trainees job-specific skills aligned to their industry and business. Employers interested in supporting a trainee through the work-based learning element of the Traineeship can contact their local Further Education College's training unit at NRC: Tel 028 2566 4266 or email: sean.mcaleese@nrc.ac.uk or SWC: Tel 079 2014 6186 or email: sharon.murphy@swc.ac.uk

Participating employers must agree to provide a minimum of 20% (one day per week) of the programme as work-based learning. FE Colleges work with employers to place trainees and to monitor and track progress on all aspects of work-based learning.

4.3 Advanced Technical Award at Level 3

Advanced Technical Awards (AdvancedTechs) are work-based Level 3 qualification (equivalent to 3 A Levels) courses which act as an alternative to A levels, other post-16 courses or an apprenticeship. They bring classroom learning and industry practice together on a course designed with industry for industry. Students will typically spend 80% of their time in college and 20% on a placement with an employer and takes two years of full-time study to complete. They have been developed by FE Colleges and DfE (who fully fund the scheme) in collaboration with employers so that the content meets the needs of industry and prepares students for work, further training, or study.

They include the following elements:

- Knowledge content, concepts, and skills for an industry area
- Specialist skills and knowledge for an occupation or career
- Project-Based Learning.
- Development of skills (transversal or soft skills)
- A structured industry placement with an employer. Placements last for a minimum of 200 hours (approximately 30 days)
- Students are also required to undertake literacy and numeracy classes should they have not already achieved GCSE grades A*-C in Maths and English

The Award aims to assist in addressing long-standing productivity challenges and contribute to addressing skill gaps identified in growth sectors by providing both new provisions at level 3 and contributing to a more structured pathway. The areas where Advanced Tech Awards are currently available are outlined include:

- Information Technology
- Health & Social Care
- Applied Science
- Construction & the Built Environment
- Engineering
- Business & Finance

This award intends to build on the recently developed Traineeship model to assist in providing an alternative pathway for those learners who wish to pursue a vocational route to higher skills, education, or employment.

For more information contact
NRC: Tel 028 2566 4266 or email: sean.mcaleese@nrc.ac.uk or
SWC: Tel 079 2014 6186 or email: Christopher.Robinson@swc.ac.uk

4.4 InnovateUs

InnovateUs is a fully funded skills development programme implemented across Northern Ireland by six further education (FE) colleges. It provides a unique, customized mentoring solution for small businesses, aiming to equip them with the essential skills to engage in innovation activities that foster growth and development. The program currently offers support in areas like Advanced Engineering & Manufacturing, Health & Life Sciences, Food, Drink & Tourism, ICT, and Renewable Energy & Sustainable Technologies.

InnovateUs entails a collaborative effort between businesses and experienced technical consultants who offer tailor-made, fully funded training for a duration of 25-50 hours, typically spanning six months. To qualify, companies must have fewer than 50 employees and be located in Northern Ireland. A member of the FE College's Business Development Team will initially meet with the business to discuss their needs and complete a short skills audit. Following this, a bespoke training plan is then created and delivered to their employees.

Training solutions are available in a wide range of skill areas and typical support provided through the programme is in the following areas:

- Robotics/Automation
- AI
- IOT
- CAD Design
- 3D Printing
- Passive House
- Sustainability/Resource Efficiency
- ESG compliance
- Food Technology
- Dementia Care
- Specialised ICT Software
- Digital transformation planning
- New Product Development
- Data Analytics
- Virtual Learning Environments
- Augmented and Virtual Reality Experiences
- Cyber Security Essentials
- 3D and Photographic Virtual Tours

By gaining these individualised skills, small businesses can then exploit innovative opportunities or undertake additional projects, which it is envisaged will contribute to

the growth and development of the business and its employees. The programme intends to turn creative ideas into tangible results for a business including:

- Product diversification and differentiation.
- Launch first to market.
- Increasing sales and profit margins.
- Increase market share and competitive advantage.
- Improve employee motivation and morale.

For more information contact the local FE colleges:
SWC Tel 028 8225 5223 or email: nicola.quinn@swc.ac.uk
NRC Tel 07710 854394 or email: Pamela.Steele@nrc.ac.uk
https://www.nibusinessinfo.co.uk/node/18250

4.5 Skills Focus Programme

Skills Focus provides tailored skills provision to small to medium sized enterprises with fewer than 250 employees to help meet business needs and increase the skills levels of the existing workforce to level 2 and above qualifications.
Skills Focus aims to support, promote, and facilitate collaborative working between businesses and FE colleges and is fully funded.

By increasing the skills levels, motivation, and productivity of the existing workforce through industry-specific and accredited qualifications it is envisaged productivity will increase helping the businesses prosper. The programme involves:

- Training designed to meet the needs of a business
- Flexible training delivery, either in a workplace or at the college
- Increased innovation and growth within a business
- The opportunity to acquire accredited qualifications and a more productive, skilled workforce.

For more information contact the local FE colleges
SWC Tel 028 8225 5223 or email: nicola.quinn@swc.ac.uk
NRC Tel 07710854394 or email: Pamela.Steele@nrc.ac.uk

4.6 Foundation Degrees

A Foundation Degree is a level five, higher education qualification mainly delivered through all six Further Education Regional Colleges as well as CAFRE and the Open University combining academic and work-related learning designed to equip students with the knowledge, skills and attributes required in the workplace.

Local FE Colleges and employers' partner in the design, development and delivery of these degrees so that graduates gain industry-specific skills and knowledge that they can then apply to benefit an employer's workplace. Available in a wide range of subject areas, Foundation Degrees normally last two years and can be flexible in their delivery to fit around an employee's work pattern. Students who complete a Foundation Degree also have the option of progressing to university to 'top-up' their qualification to an Honours Degree.

Entry requirements for a Foundation degree, dependent on the chosen course, are normally stated in terms of A-Levels or vocational equivalents such as BTEC National Diplomas. Applicants who lack formal qualifications but who can

demonstrate they have relevant experience, skills and aptitudes may also be considered through a process known as Accreditation of Prior Experiential Learning (APEL).

For more information contact the local FE colleges or CAFRE
SWC – Tel Dungannon - 028 8772 6266 / Cookstown - 028 8225 0109 or email: admissions@swc.ac.uk
NRC – Julie Hemphill, Tel 028 7963 2462 or email: careers@nrc.ac.uk
CAFRE – Nicola Kerr, Tel 028 8676 8101 or email Nicola.kerr@daera-ni.gov.uk
https://www.nidirect.gov.uk/articles/foundation-degree-courses

4.7 Apprenticeships NI

The Apprenticeships NI programme offers training across a wide range of apprenticeships to people aged 16 and over. An apprentice can be a new or existing employee, in a Northern Ireland-based company, working with experienced staff to learn and develop relevant skills. Along with on-the-job experience, an apprentice receives 'off-the-job' training, usually on a day-release basis with a training provider, to work towards achieving vocational qualifications and Essential Skills qualifications (reading, writing, maths, and computers). The apprentice is normally with the employer four days a week and with the training provider one day a week.

There are currently three levels of apprenticeship to choose from. Level 2 is the first level and the one that most new apprentices choose. Depending on ability and qualifications participants can either progress from Level 2 to Level 3 or go straight in at Level 3. It usually takes up to two years to complete one level and up to four years to finish the two levels depending on their complexity and your ability.
Higher Level Apprenticeships offer qualifications from Level 4 to Level 8 and will take a minimum of two years to complete.

For more information, contact one of the local FE colleges or CAFRE:
SWC Tel 079 2014 6186 or email: Christopher.Robinson@swc.ac.uk
NRC Tel 028 2566 4266 or email: sean.mcaleese@nrc.ac.uk
CAFRE Tel 028 8676 8101 or email Nicola.kerr@daera-ni.gov.uk

4.7.1 Higher Level Apprenticeships

Higher Level Apprenticeships (HLAs) are available to those who have completed A-Levels (or equivalent qualification) and offer qualifications from Level 4 upwards, as high as Level 8 and take a minimum of two years to complete, with the length dependent on the chosen programme. Most higher-level apprenticeships are at Level 5 (Foundation degree or equivalent).
There are over 45 Higher Level apprenticeships offered across a wide range of subject areas.

Opportunities are currently available for individuals to gain qualifications from Level 4 upwards for both new employees or an existing employee in a new job role. Entry requirements will depend on the apprenticeship pathway, however, to be eligible to take part in the Higher-Level Apprenticeship Programme, as a minimum an individual needs to:

- Be employed or be about to take up paid employment as an apprentice or be an existing employee moving to a new job role, with a Northern Ireland-based company.
- Work a minimum of 21 hours per week (which includes time for 'off-the-job' training).
- Have achieved all necessary entry qualifications determined by the relevant sector.
- Pass any entry tests specified by the relevant sector; and
- Be the minimum school leaving age (16) in Northern Ireland.

For more information, contact one of the local FE colleges or CAFRE:
SWC Tel 079 2014 6186 or email: Noreen.McGirr@swc.ac.uk
NRC Tel 028 2566 4266 or email: sean.mcaleese@nrc.ac.uk
CAFRE Tel 028 8676 8101 or email Nicola.kerr@daera-ni.gov.uk

4.7.2 Employers

Employers who wish to employ an apprentice can do so by following the six steps outlined below:

1. Choose an apprenticeship framework level or qualification which meets business needs.
2. Choose and contact an approved training provider.
3. Advertise apprenticeship opportunity. The apprenticeship portal 'Connect to Success,' is a free online system enabling employers to advertise apprenticeships roles. Roles can also be advertised for free through jobapplyni.com
4. Additional employer support and advice relating to recruitment can be found at the Employer Services Department for Communities - telephone 028 9037 6183, or email dfcemployerservices@communities-ni.gov.uk
5. Recruit Apprentice
6. Agree on an apprenticeship training plan between employer, apprentice, and the training provider. This is managed by the chosen training provider.
7. Apprenticeship Begins.

Further info can be found at
https://www.nibusinessinfo.co.uk/content/apprenticeships-explained-employers

5.0 Department for the Economy Support Initiatives – General Supports

5.1 Essential Skills Programme: Developing Literacy, Numeracy, and ICT Skills

5.1.1 For Individuals

Essential Skills is a fully funded training programme designed to help participants with to develop literacy, numeracy, and ICT skills. The programme is available to anyone over 16 years of age and all free courses can be undertaken at a college, at work or with a community organisation at different times of the day. Classes are small and informal.

Those taking part in the courses can:

- Learn at their own pace
- Practice how to use the skills you learn in everyday situations
- Gain qualifications that employers will recognise.

Before taking part in the programme individuals will initially take part in an Essential Skills assessment to ascertain the level of entry (i.e., Level 1 or 2) most applicable to them.

Courses are available through the following organisations located within the MUDC area:

- Coalisland Training Services Ltd. - 028 8774 8512 / 028 8774 8502 or info@coalislandtrainingservices.co.uk or eileen@coalislandtrainingservices.co.uk
- Craft Training Ltd. - 028 8676 6526 / 028 8225 9377 or craftomagh@hotmail.co.uk
- Rutledge Training Ltd. - 028 7963 4666 or CMcChrystal@rutledgegroup.co.uk
- South-West College - 028 8225 0109 or Nicola.quinn@swc.ac.uk
- Northern Regional College - 028 7963 2462 or patricia.browne@nrc.ac.uk

5.1.2 For Employers

Employers interested in offering Essential Skills learning opportunities within their workplace, can call number 0300 200 7876 where they can quote Essential Skills and they will be connected with a locally based college adviser. The adviser can then arrange to meet up with the employer to provide advice and support and discuss the needs within their organisation. The training is free and can be customised to fit a business' requirements.

5.2 Assured Skills Programmes

The Assured Skills programme is a short, demand-led, pre-employment training programme, which is fully funded by the Department for the Economy (DfE), to upskill individuals and help them compete for guaranteed job vacancies in new foreign direct investment (FDI) companies and expanding local businesses. New inward investors, or existing employers considering expansion, who are Invest Northern Ireland clients may be eligible for Assured Skills.

Under the Assured Skills academy model, where a company or a consortium of companies have an identified skills need, DfE will consider developing a short-term pre-employment training intervention to meet that need. This typically involves a six-to-eight-week pre-employment training programme delivered by a local college or university. The programme is designed to upskill individuals in the skills needed by industry for current job vacancies.

The Academy Model is flexible, and versatile and has been used to help companies recruit new staff in areas such as data analytics, business consultancy, legal services, financial services, software development, cyber security, welding, and control numerical control machining.

Companies seeking support through the delivery of a pre-employment training programme should contact DfE's Employer Skills Branch on Tel 028 9041 6972 or email: assuredskills@economy-ni.gov.uk

New inward investors or existing employers considering expansion, who are Invest Northern Ireland clients and are interested in the programme should contact their Invest Northern Ireland Client Executive in the first instance. The Client Executive will be able to advise if Assured Skills is relevant to their needs and contact the Assured Skills team on their behalf accordingly.

The Academy Model can be beneficial for those that are unemployed, under-employed, an 18-year-old school leaver, graduated or have experience but would like to change direction in their career, with the vast majority of Academy programmes aimed at providing graduate-level opportunities for unemployed graduates.

Those involved in the academies receive training allowances including a weekly allowance of £115 and reimbursement for weekly travel expenses as well as potentially being eligible for childcare allowance. The Academies have around an 80 per cent success rate of participants progressing into full-time employment. Current academies, if any are ongoing, are advertised online at https://www.nidirect.gov.uk/articles/assured-skills-academies

Vacancies may also be advertised on JobApplyNI, NIJobs, and Recruitni.

5.3 Apprenticeship NI – delivery by private training organisations

Apprenticeship NI (section 4.7) is also offered by the following private organisations who operate within the Mid Ulster Area

- Coalisland Training Services:
  Subjects offered include Childcare; Hairdressing; Health and Social Care; Wood occupations/joinery; Trowel occupations/bricklaying; and Plumbing. For more information, phone 028 8774 8512 or email info@coalislandtrainingservices.co.uk
- Network Personnel:
  Subjects offered include Business Administration; Children's Care, Learning and Development; Customer Service; Health and Social Care; Logistics Operations; Management; Retail; Team Leading; and Warehousing and Storage.

For more information, Contact Anne on 028 7963 1032 or email anne.mckernan@networkpersonnel.org.uk

- Rutledge Recruitment:
  Subjects offered include construction, Engineering, Mechanic, Hospitality, Childrens Care, Hair and Beauty, and Health and Social Care.
  For more information tel 028 7963 4666 or email mgreer@rutledgegroup.co.uk
- Craft Training:
  Subjects offered at the Cookstown Branch include Construction, hospitality, retail, as well as mechanical and electrical engingeering in partnership with CEMCOR.
  For more information tel 028 8676 6526 or email craftomagh@hotmail.co.uk.

5.4 Disability Support Services - to provide help for young people participating in Vocational Training Programmes.

Disability Action collaborates with colleges, Training Providers, and DfE's Careers Service to deliver personalised disability support for young people engaged in Skills for Life and Work, as well as Apprenticeships NI, throughout Northern Ireland. The Disability Support Services team offers guidance, advice, and assistance to individuals working towards recognised qualifications and gaining valuable workplace experience.

For those participating in the Apprenticeships NI Programme, the team provides support to ensure their continuous progress in learning and skill development while working with an employer. During their 'off-the-job' training, the team ensures that individuals obtain the necessary vocational and essential skills qualifications essential for success in their chosen career. The team actively engages with the individual's College or Training Provider and their employer to facilitate a cohesive and supportive learning experience.

To be eligible for disability support individuals must have a disability and be:

- Aged 16-22 years.
- Starting the Skills for Life and Work or Apprenticeships NI in Northern Ireland.

For more information contact details Disability Action Tel 028 9029 7880 / 075 4230 1566 or email: MartinMcLoughlin@disabilityaction.org / lauralone@disabilityaction.org

6.0 Mid Ulster District Council Support Initiatives

6.1 Mid Ulster Labour Market Partnership

Mid Ulster Labour Market Partnership, established as part of the DfC's Employability Programme, aims to help people into meaningful employment through a range of training and support programmes.

The MU LMP Action Plan for 2026-27 aims to provide the following programmes

- Employability Programme
- HGV Academy
- Employer Led Disability Programme
- Employer Training Grants (SkillFund)
- NEETs Bounce Back Programme
- Childcare Academy
- Upskilling Programmes
- Employer Support Programme

All programmes will target:

- Economically inactive
- Long-term unemployed
- People with disabilities
- Those impacted by unforeseen changes in the economy
- Skilled labour supply issues.

For further details on all programmes as well visit
https://www.midulstercouncil.org/MidUlsterLMP

LMP can be contacted on Tel 03000 132 132 or email: lmp@midulstercouncil.org

6.2 Go Succeed NI Business Support

The Go Succeed NI Business Support is a new programme delivered by local councils in Northern Ireland which can help you to start, grow or scale a business.

Northern Ireland's 11 local councils, in partnership with the UK Government through the Ministry of Housing, Communities and Local Government continue to deliver NI's Business Support Service, Go Succeed.

Whether you're a budding entrepreneur just starting out, are looking to grow your business, or are planning to scale up, Go Succeed industry experts will provide tailored support and guidance to help you achieve your business goals.

You have a great idea but you're not sure how to turn it into a business, or you have already started out in business and require mentorship on your next steps. Go Succeed Start experts will help you to create a business plan, seek funding and put all the foundations in place to get your business up and running.

Your business is already established and is now ready to expand, but growth is slow and you're not sure how to progress. Go Succeed Grow experts have seen it all before in just about every sector, so they'll provide tailored support to help shorten the journey to business growth.

Your business is ready to go to the next level locally and internationally but you need guidance, support or resources to achieve your ambitions. Go Succeed Scale industry experts will help tailor your plans to penetrate new markets, identify investment opportunities and scale up your operations.

The service is now live, and you can find out more on the Go Succeed website https://go-succeed.com/

To be eligible for this programme a business must be located in the MUDC area and fall into one of the following categories:

- Entrepreneur seeking information on starting a business
- Business Start Ups (<3 years old) or
- Businesses seeking to grow.

In addition, businesses must not be eligible to receive similar support elsewhere.

For further information contact Shirley McIntyre Tel 03000 132 132 or email: business@midulstercouncil.org

7.0 PEACEPLUS

7.1 GRASP (Green Accelerator Skills Programme)

South West College and Partners have received €9.8m funding from PEACEPLUS Measure 2.3: Area Based Skills Development Programme/.

SWC identified a significant Green Skills deficit in the combined cross-border Construction Sector, contributing to considerable underachievement of environmental targets and increased levels of public expenditure. There is an urgent need to accelerate the decarbonisation of residential and public buildings, which in NI, contribute to 16% of local CO2 emissions, the highest in the UK. In Ireland, this figure is 10% and growing. GRASP aims to address the Green Skills deficit required to enable achievement of Programme area net zero CO2 emission targets.

This programme is designed for individual professionals or an employers looking to strengthen their workforce. The Green Skills Upskilling Programme (GRASP) is designed to equip individuals or employers with the knowledge and expertise to thrive in the low-carbon economy.

Courses are specifically designed to support the construction industry in meeting the growing demand for green expertise and aligning with Net Zero targets. Training areas include (but are not limited to):

- Sustainable construction practices
- Renewable energy integration
- Retrofitting and energy efficiency
- Low-carbon building materials
- Environmental management systems

Available Courses currently include:

Thermal Insulation Installation (part of major construction technology award)
Micro Solas Photovoltaic Systems Implementation
Award in Sustainable Construction
Award in Retrofit
Certificate in Sustainable Construction
ISEP Foundation Certificate in Sustainability and Environmental Management (Construction)
OCN NI Level 3 Certificate in Sustainable Construction
Level 3 Award in C&G Installation and Maintenance of Small Solar Photovoltaic Systems.

OCN NI Level 2 Certificate in Retrofit Skills for Domestic Building Fabric
Air Tightness and Vapour Control
Retrofitting Skills
External Wall Insulation
Domestic Heat Pump Systems
BER Training
Building Information Modelling (BIM) Fundamentals
Introduction to Facilities Management and Environmental, Health and Safety (EHS)
OCN NI Level 2 Retrofitting
OCN NI Level 3 Award in Photovoltaic Systems
OCN NI Level 3 Award in Heat Pump Systems
OCN NI Level 3 Award in Heating, Ventilation & Air Conditioning Systems
PHI Level 4 Passive House - Trades
PHI Level 4 Passive House - Designer

For further information visit https://swc.ac.uk/about/business-services/grasp or contact **Laura Owens: Laura.owens@swc.ac.uk**

7.2 SECBA

Southern Regional College is currently delivering the SECBA project, fully funded through PEACEPLUS in partnership with Dundalk Institute of Technology, Cavan Institute and Monaghan Institute. This project aims to bridge skills gap for industry growth across the border regions.

Courses are designed for:

- **Individuals**
  For learners, it's a place to discover funded courses whether you're starting out, reskilling or wanting to take the next step.
  SECBA offers learning opportunities which are relevant to high-growth sectors such as business, sport, software and biopharma
- **Employers**
  For employers, it's a simple way to find funded courses and build your workforce with confidence.

SECBA helps you explore relevant courses that can strengthen the people in your business and feedback loops throughout the programme will ensure that the courses remain relevant for your organisation.

Current courses including eligibility criteria, session options and how to make an application can be found here.

Course list includes

- Basic AI
- Introduction to Programming
- Basic Data Analytics
- Introduction to Software Development
- EXCEL with Introductory PowerBI
- Technology & Sporting Performance
- Laboratory Skills
- Industrial Science
- Excel with Introductory PowerBI (Fast Track)
- Advanced AI for IT Staff
- Advanced Data Analytics for IT Staff
- Chromatography & Spectroscopy Analysis
- Applied Mathematics for Laboratory Science
- Regulation in the Pharmaceutical Industry: Manufacturing & Distribution

For more information email secba@src.ac.uk

7.3 DS3 (Digital Services, Support & Spaces)

Led by ICBAN (Irish Central Border Network) the DS3 project is an exciting opportunity for businesses and communities in the Central Border Region to enhance their digital skills. The project aims to enhance regional regeneration, through increasing the competitiveness of participating businesses, and the confidence of those in our communities to use the latest technologies.

The DS3 project aims to deliver

- Digital skills training (e.g. social media, e-commerce, AI tools)
- One-to-one mentoring for businesses & community groups
- Mobile digital labs (hands-on tech + media tools)
- Support for towns/villages to become “smart” and connected

The project is aimed at three main groups:

- small businesses (SMEs)
- community/voluntary groups
- individuals in rural areas

For more information on the DS3 (Digital Services, Support & Spaces) project in the Mid Ulster area contact:

Stephen McNally (Digital Development Project Officer)
Email: Stephen.McNally@midulstercouncil.org

7.4 Youthscape+

Youthscape+ is a cross-border project for 14-24 year olds not in full time education, employment or training within the Fermanagh/Omagh, Mid Ulster, Sligo, Leitrim and Donegal areas funded by PEACEPLUS.

The Cross-Border Good Relations Programme will offer participants a comprehensive range of initiatives to enhance their employability prospects. Through structured support and practical experiences, up to 1,200 marginalized young people will have the opportunity to further develop their personal development, good relations, active citizenship, and employability skills and be fully supported with progressing into education, training, and employment.

Participants will have the opportunity to become Peace Apprentices and join The Youthscape Youth Forum, which are key mechanisms in empowering them to improve their life circumstances and become influencers in their communities.

Participants can avail of:

- Group activities and trips
- One-to-one mentoring with youth workers
- Opportunities to gain qualifications (e.g. OCN Level 1)
- Help with confidence, social skills, and mental wellbeing
- Support moving into college, training, or employment

For more information please contact Katie Slevin via email katie.slevin@swc.ac.uk or visit https://swc.ac.uk/courses/social-inclusion/youthscape_plus

7.5 Cyber Quest

CyberQuest represents a revolutionary approach to cybersecurity training for young people aged 16-25 across Northern Ireland and the border counties of Ireland. This innovative programme addresses the critical digital skills gap whilst tackling youth economic inactivity through cutting-edge cyber security education.

The comprehensive training programme delivers CompTIA certifications, including CompTIA A+ and IT Fundamentals, recognised as the gold standard for launching successful IT careers. Participants gain hands-on experience with cybersecurity awareness training and ICDL Computer Essentials, creating pathways into lucrative technology roles for young people from non-traditional backgrounds.

The demand for skilled cybersecurity professionals has never been higher. CyberQuest bridges this gap by targeting economically inactive young people, particularly women and neurodiverse individuals, who bring fresh perspectives to the cyber security sector.

The programme integrates youth work principles with trauma-informed practice, ensuring personalised support for participants furthest from the labour market. This unique methodology combines classroom learning, online practice, and mentoring support to maximise engagement and retention.

CyberQuest graduates emerge with internationally recognised qualifications, enhanced employability, and the confidence to pursue cybersecurity careers. By investing in youth development and digital innovation, we're creating a safer digital environment whilst transforming lives across Northern Ireland and Ireland.

For more information visit https://www.bytes.org/cyber-quest/.

7.6 Rise and Shine

Rise & Shine is a transformative PEACEPLUS project designed to support women who are ready to step into their power, purpose, and influence.

This free programme creates a safe, inspiring space for women to build confidence, strengthen leadership skills, and connect with others. Through a mixture of in person and online workshops, guided learning, self-reflection, and collaboration, participants will explore their strengths, challenge self-doubt, and develop the tools to grow with confidence, clarity, courage, and compassion in their homes, communities, workplaces, and beyond.

Rise & Shine is ideal for women who want to:

- Build confidence and self-belief
- Develop leadership and communication skills
- Connect with inspiring women
- Play an active role in creating positive change in their community

To be eligible for this FREE programme, you must be a resident of Mid Ulster.

To register or for more information contact NI Rural Women's Network via email: info@nirwn.org

8.0 Social Inclusion Programmes (including Local Growth Fund projects)

8.1 GROW (Growth, Resilience, Opportunities, and Work) Partnership

Managed by Network Personnel in partnership with 21 Training and Workspace Enterprises Ltd, GROW is available to anyone who is aged 16+ and economically inactive. GROW provides a one-stop-shop to address/remove health, wellbeing, and other significant barriers to sustainable employment. It provides small steps and manageable holistic activities, rather than daunting fast-track to work approach to its target cohorts, which include:

- 50+
- Disabled/health conditions
- Women
- Ethnic minorities
- Young people not in education/employment/training
- People with multiple complex needs

Support/mentoring is provided by an appropriately experienced and qualified team of Key and Support Workers. Support on GROW can be accessed on a face to face in person basis, online or a mixture of both depending on participant needs.

For more information contact Tel 028 79631032 / 07872 838680 or email Maxine.mclean@networkpersonnel.org.uk

8.2 EMPOWER

Managed by Ulster Supported Employment Limited (USEL) in partnership with Disability Action NI and Specialisterne NI, EMPOWER aims to support 2000 people across NI who are autistic and/or neurodivergent, who have a disability or a health condition. Empower will support people 16+ years to secure careers across all sectors and all levels of careers and will also support people considering self-employment.
For further information contact Tel 028 9035 6600 or email: info@usel.co.uk or Marty McLoughlin MIEP on 028 9029 7880 or email MartinMcLoughlin@disabilityaction.org.

8.3 Rural Economic Accelerator Programme (REAP)

Managed by South West College in partnership with Fermanagh & Omagh District Council, COSTA - Local Rural Support Network, First Steps Women's Centre, South Tyrone Empowerment Programme (STEP), Fermanagh Rural Community Initiative, Dungannon & Coalisland Neighbourhood Renewal Partnership, Fermanagh Rural Community Network, Omagh Forum for Rural Associations, Rural Community Network (RCN) and Western Health & Social Care Trust, REAP aims to engage the economically inactive within Mid Ulster and Fermanagh Omagh District Council areas, moving individuals into employment using an innovative three phase employability model. REAP will have three phases; Engagement/Initial Assessment, Delivery and Transition to employment. Participant engagement will be individualised, based on their needs and will be managed by their dedicated Key

Worker optimising their journey into employment. Support is provided for up to 12 months depending on needs. The programme has three cross cutting themes:

- Enabling personal development – Developing self-esteem, belonging self-worth.
- Creating a positive environment – Safe space, building confidence, resilience.
- Encouraging positive behaviour – Promoting achievement, and celebrating distance travelled.

Participants will complete specialist life and basic skills (digital, English and maths) modules as detailed in their Personal Development Plan (PDP) to support progression to employment. Modules include:

- Career hub: Interview techniques/preparation, industry visits, CVs, job search/application support
- Digital literacy: Email, social media, internet safety, online banking
- Financial Literacy: Budgeting, Debt/benefits advice, better off calculations
- Health Literacy: Healthy eating, anxiety management, mindfulness, exercise
- Work/Life Skills: Resilience, team working, conflict management, self-esteem/confidence
- Volunteering: Social Impact Projects, work sampling

English, maths & ESOL qualifications are available as required.
For further information and to access support contact, Tel 074 6453 9194 or email: David.taylor@swc.ac.uk

8.4 SkillSET

Managed by NIACRO, SkillSET offers vocational training for those with a conviction or licence restrictions who wish to pursue employment in construction, hospitality or warehousing e.g., Level 1 Site Health and Safety, CSR, Level 2 Risk Assessment, plant training, bespoke hospitality training packages provided by Springboard UK, OCN Level 1 Employability, OCN Level 1 Life Stories.

Disclosure advice is available for anyone with a conviction who is seeking advice or support around disclosing a conviction e.g., understanding and clarifying spending periods, support with writing a disclosure statement for employers, colleges, or universities, AccessNI checks and challenges.
These offers are available both in custody and in the community.
For further information contact Tel 028 9032 0157 or email: working.well@niacro.co.uk

Aspire Mentoring

In addition to SkillSET, NIACRO also offer a mentoring programme for young men who are under PBNI supervision, leaving prison or in the early stages of their community sentence. To find out more about Aspire, Tel: 028 9032 0157.

8.5 The Kings Trust

The Kings Trust is a charity that supports young people between the ages of 13-30 years of age from across the UK, who are unemployed or struggling at school. They aim to provide young people with the opportunity to create a better future through employment, education, and enterprise. The Trust outline a commitment to help

those facing the greatest adversity onto a pathway to employment, while strengthening their network of opportunity and support for young people to give them the best chance of success in years to come. The organisation works with delivery partners across the UK to offer hundreds of free courses, grants, and mentoring opportunities to inspire young people to build their confidence and start a career.

The Kings Trust Project in Northern Ireland is located at Weaver's Cross in Belfast, but they also have a base at North West Regional College in Derry / Londonderry.

Current programmes and support can be found at https://www.kingstrust.org.uk/how-we-can-help/explore-all-support with further support to grow skills found at https://www.kingstrust.org.uk/how-we-can-help/grow-skills-and-confidence

To contact the Kings Trust, Tel 028 9089 5000 or email: outreachni@kingstrust.org.uk

8.6 South West College: The Going Places Programme

The Going Places Programme is a collaboration between South West College and the Department for Communities, supporting the neighbourhood renewal areas (NRA) of Coalisland, Dungannon, Omagh, Enniskillen and Strabane and aims to increase the skills of local NRA residents through the provision of training and educational programmes at level 2 and above. This Mentor lead programme is designed to increase the skills of residents through the provision of supported training programmes that are consistent with the current and future needs of the labour markets. It aims to engage residents with single or multiple barriers towards participation in existing full or part-time courses of their choice; where they will be mentored, supported, and guided. It will also seek to engage residents who do not want to take part in long-term education, giving them access to careers advice, career led mentoring, support and guidance on employment options, and short job specific courses enabling residents to progress into employment. This initiative aims to reduce the number of economically inactive claimants in the four NRAs and increase the level of educational attainment.

For more information email Kathleen.Green@swc.ac.uk or visit: https://swc.ac.uk/courses/social-inclusion/going-places

9.0 Manufacturing and Engineering Growth and Advancement (MEGA) Network Support

MEGA is an industry-led collaborative network based within Mid Ulster working together towards a common goal. Their mission is to promote the manufacturing and engineering sector as a source of high-value, long-term employment and to create transformational career opportunities that deliver skills for life.
MEGA is funded by Invest NI, MUDC, Department for the Economy, the James Kane Foundation and their members.

To contact MEGA Tel +44(0)7776527855 or email: info@midulstermega.com

Through their website https://midulstermega.com/ the network promotes various opportunities in terms of skills and employment initiatives available to the residents of Mid Ulster outlined as follows:

9.1 MEGA Training Courses Directory

MEGA's training courses directory outlines a range of manufacturing and engineering courses available at NI's local FE Colleges, Universities and Training Providers. Their website details all available training courses in the areas of engineering, electrotechnology, and joinery offered throughout MUDC, in addition to engineering courses available at UU and QUB. It also provides information on the different types of advanced manufacturing careers and insights into work experience.
For more information visit https://midulstermega.com/students/

9.2 The MEGA Apprenticeship Model Directory

The MEGA Apprenticeship Model is an online resource that describes what a MEGA apprenticeship is, its benefits, the entry criteria for various apprenticeships and the pathway involved. The purpose of the model is to standardise the apprentice programme, adopted by all the network companies, to ensure the apprentices gain work experience of equal quality and the highest standard for their future careers.

9.3 MEGA Degree Apprenticeship in Collaboration with Ulster University

MEGA has established a degree apprenticeship in Manufacturing and Engineering in conjunction with Ulster University's School of Computing, Engineering, and Intelligent Systems at Magee, designed to help create a pipeline of skilled talent fit for the industry's needs, in line with Industry 4.0.

This four-year programme is aimed at people who wish to attain a level 6 Honours Degree with sought-after employability skills within the engineering and manufacturing industry. It presents an alternative to the traditional degree route with apprentices employed from day one in an earn-as-you-learn model. This means participants of the programme incur no cost in their higher-level education whilst earning a wage. Degree Apprentices will apply their theory in real-time, meaning that they can make an instant impact within their company, whilst studying. Key themes currently being studied include Robotics, Artificial Intelligence (AI) and Digitalisation.

An additional Degree Apprenticeship is now available for Accounting and Finance. Launched in 2023, this Apprenticeship provides an abundance of real-time industry

experience together with relevant training and skills acquired through the degree programme which has been created with industry needs at its epicentre, resulting in relevant highly skilled apprentices, ready for local employment within professional services firms and within the finance function of all businesses across all sectors. Its duration is 3 years, the same time commitment as a traditional degree.

Degree Apprenticeships have many advantages, including providing employers with highly skilled employees and allowing apprentices to attain a degree debt-free, whilst providing a solid platform for a career in high-growth potential sectors. To apply for MEGA's degree apprenticeship follow the link
https://midulstermega.com/degreeapprenticeship/ and
https://midulstermega.com/mega-degree-apprenticeship-accounting-finance/
Contact Una McCabe on +353 (0) 85 878 9360 or email: una@midulstermega.com

9.4 MEGA Leadership Programme

MEGA (Manufacturing & Engineering Growth & Advancement) has launched a new leadership programme, designed specifically for the needs of local manufacturing and engineering businesses.
Delivered in partnership with Beecome More, the programme aims to give practical tools, with real-world relevance, to new, aspiring and experienced leaders.
For more details tel +44(0)7776527855 or email: info@midulstermega.com.

10.0 Support for Women to access employment

10.1 Women in Business

Women in Business (WIB), based in Belfast, is the main network for women in the workplace across Northern Ireland. WIB's vision is to equip women with the skills they need to gain employment, start their businesses, or develop their careers, eventually rising into senior manager and leadership positions. Those seeking to become a member can do so through the WIB website at: Membership | Women in Business NI

For further details of upcoming workshops/events and networking opportunities, visit What's on | Women in Business NI

Women in Business offers a range of business support programmes for every stage of starting, running, growing and scaling a business. Take a look at Entrepreneurship | Women in Business NI for further information and application deadlines.

Click here for the current learning brochure. Please note a fee is chargeable for these programmes.

More information on all programmes can be found at Entrepreneurship | Women in Business NI or by contacting Vicky Blades, Tel 07717 769671or email vicky@womeninbusinessni.com

9.2 First Steps Women's Centre

First Steps Women's Centre (FSWC), located at 21a William Street, Dungannon, provides education, training, support, guidance, and opportunities to women across Mid-Ulster. FSWC aim to remove barriers to learning and inclusion that women experience by providing additional services such as Transport, an onsite Childcare Facility, and a Benefit Checker service (which is available to both men and women). First Steps Women Centre offer a range of Training and Education Services, open to any woman over the age of 18 years, with the following courses offered:

FSWC offer a range of courses across the year. Click to view their

https://www.firststepswomenscentre.org/index.php/timetable

English Courses

- Pre- ESOL (English for Speakers of Other Languages): Covers simple verbal communication including:
- Obtaining simple information.
- Following simple instructions.
- Correct pronunciation; and
- Contributing to discussions.
- ESOL Entry levels 1, 2 and 3 Speaking and Listening courses.
- Improve Your English Course - This course is aimed at those who do not have GCSE English and is designed to improve the individual's quality of life and their employment opportunities.

Other Interests

- Level One First Aid Training; and
- Level One Food Safety.

In addition, First Steps Women's Centre (FSWC) provides childcare for mothers or carers that are attending one of the many brilliant courses offered at the Centre. The childcare facility is a very large room (10m x 7.5 m) that has been completely refurbished and renovated in 2018. It has an on-site sandpit, library, and lots of toys with stimulating activities, all designed to provide children with a healthy and stimulating environment. All childcare staff are fully trained and qualified to look after your child.

For more information, contact Michael McGoldrick, Tel 028 8772 7648 or email: thewomenscentre@gmail.com
https://www.firststepswomenscentre.org/

11.0 Enterprise Northern Ireland Initiatives, Local Enterprise Agencies and Training Organisations for Self Employment

11.1 Enterprise NI

Enterprise Northern Ireland (ENI) is the representative organisation for the region's 27 Local Enterprise Agencies (LEA), two of which are based in the Mid Ulster District Council area. The organisation aims to support the LEA network to provide aspiring entrepreneurs and existing micro and small businesses with access to workspace, development programmes, access to finance, and the informed support they need to start, sustain, and grow their businesses.

Enterprise Northern Ireland lobbies on behalf of self-employed, micro, and small businesses and aim to ensure the Northern Ireland Executive, Economy Committee, MLAs, Local Councils, Development Agencies, and other stakeholders are fully briefed concerning enterprise and entrepreneurship in Northern Ireland.

Enterprise NI Locations within Mid Ulster
Workspace Enterprises Tel 028 7962 8113 or email: kerry@theworkspacegroup.org
Cookstown Enterprise Centre, Tel 028 8676 3660 or email: shauna@cookstownenterprise.com

11.2 Dungannon Enterprise Centre

Dungannon Enterprise Centre's primary aim is to help new businesses start up and grow. Formerly a member of the Enterprise Network, the organisation is located on the Coalisland Road, Dungannon. They offer Commercial Property, Business Start-Up Help, Financial Advice and Video Production.

11.2.1 Launchpad Programme
The Launchpad Programme is a business start-up programme, fully funded by Dungannon Enterprise Centre and is free to potential entrepreneurs living and/or interested in setting up their business in the Dungannon and South Tyrone area. A business advisor will help to provide advice through one-to-one support, group training sessions and a business support network to assist participants identify their target audience, how their business could reach its customers, advice on product development, signposting to resources and the sales, and marketing and finance skills required to promote a venture. On completion, where appropriate, participants will be referred to the Enterprise Support Service.

For more information contact Denise Murtagh
Email: denise@dungannonenterprise.com Tel: (028) 8772 3489
https://www.dungannonenterprise.com/

11.2.2 ENI Loan Fund
If you are in the process of starting your own business or have you just started within the past 24 months you may be eligible for a loan of up to £10,000.

Who is ENI Loan Fund for?
Entrepreneurs needing finance that have been refused finance by banks or other financial institutions.

Overview

- Loans of up to £10,000 repayable between 1 and 5 years
- Interest rates are fixed at 6% (6.2% APR)
- No arrangement fees or early settlement penalties
- Up to a maximum of 15 hours mentoring support in the 12month period following disbursement of the loan
- Access to a range of exclusive offers from Corporate Partners such as Regus, Ebay, PayPal and others

Eligibility

All applicants must:

- Be resident in the UK and over 18 years of age
- Not currently bankrupt or subject to an Individual Voluntary Arrangement
- Be able to supply evidence that they cannot secure funding through a high street bank
- Be able to demonstrate by means of a business plan and cash flow forecast, a commercially viable business proposal

All businesses must:

- Be based in Northern Ireland
- Be legal, moral, non-discriminatory and must not undertake any activity which may offend public taste

What Next?

Dungannon Enterprise Centre will work with businesses to develop the business plan needed and complete an application that are required to apply for an ENI Loan.

For more information contact Denise Murtagh
Email: denise@dungannonenterprise.com
https://www.dungannonenterprise.com/

11.3 Network Personnel and Workspace Enterprises

Network Personnel and Workspace Enterprises are two subsidiary organisations within the Workspace Group. Network Personnel's main office is in Magherafelt, Tel 028 7963 1032 and Workspace has bases in Draperstown, Tel 028 7962 8113 and Magherafelt, Tel 028 79631032, email: info@workspacegroup.org.

Workspace Enterprises deliver mainstream self-employment support including the NI Business Start Up (Go for It) Programme featured above.

11.4 Young Enterprise Northern Ireland

Young Enterprise Northern Ireland is a leading enterprise education charity, which aims to inspire and prepare young people with the skills and confidence to succeed in a global economy. The organisation works in partnership with schools, businesses, local councils and programme partners across Northern Ireland to deliver enterprise, financial capability and entrepreneurship education to young people aged 4–25. Most of its programmes are delivered within primary and post-primary schools throughout Northern Ireland, alongside initiatives such as the Start Up Programme for further and higher education students. In addition, Young Enterprise NI provides a wide

range of digital learning resources through its YE Academy platform, offering fully narrated and interactive online programmes focused on entrepreneurship, work readiness and financial capability for use in both classroom and home-learning environments.

For more information visit https://yeni.co.uk/ or contact 028 9032 7003 or email: info@yeni.co.uk

11.4.1 Start-Up Programme

The Start-Up Programme provides an employability and entrepreneurship experience for HE and FE students. It allows university/local FE college students to develop employability skills and prepare for the world of work through a practical programme where participants set up and run their own student company for up to 12 months. As part of the programme students:

- Are provided with an extensive range of online resources
- Attend local competition events as well as potentially attended events at a European level.
- Have access to a YE Trading Station – a bespoke online sales platform for YE student companies
- Have opportunities to receive mentoring from a Business Volunteer and to attend bespoke enterprise workshops

The programme can be operated at the FE colleges located in the MUDC area (SWC and NRC) and the contact for the YE engagement manager for the Mid Ulster area is Fionnuala McMenamin, Tel: 028 9032 7003 or email: fionnuala.mcmenamin@yeni.co.uk

12.0 Invest NI and Intertrade Ireland Initiatives

12.1 Invest NI

Invest NI outline that its skills development portfolio will help a business identify training needs and improve:

- Employee skills
- Motivation
- Willingness from staff to provide feedback

Invest Northern Ireland clients are manufacturing and/ or tradeable services businesses with:

- the potential to achieve at least 25% of sales external to Northern Ireland (or at least £250,000 external sales, whichever is lower); and
- the potential to employ at least 10 staff, within 5 years.

To contact the Invest NI Business Support Team call 0800 181 4422 or complete the enquiry page at this link: https://www.investni.com/support-for-business/skills-development

Growth potential requires businesses to demonstrate one of the criteria below:

- Employment growth of 20% current employment or an increase of 20 jobs within three years
- External sales growth of 20% or £500,000 within three years
- Increase in GVA per employee by 20% within three years

Invest NI's Business Support Team can be contacted to discuss any of the initiatives below by telephone 0800 181 4422, lines open Monday to Friday 9am to 4:30pm, or by submitting online enquiry forms at https://www.investni.com/support-for-business

12.1.1 Assured Skills Programmes

The Assured Skills Programme (as previously detailed in section 5.2) is fully funded by the Department for the Economy to upskill individuals and help them compete for guaranteed job vacancies in new foreign direct investment (FDI) companies and expanding businesses. New inward investors or existing employers considering expansion, who are Invest Northern Ireland clients may be eligible for Assured Skills.

Businesses interested in the programme, who are Invest NI customers must contact their Invest Northern Ireland Client Executive in the first instance. The Client Executive will be able to advise if Assured Skills is relevant to their needs and if so, they can contact the Assured Skills team accordingly on their client's behalf. Contact Tel 028 9041 6972 or email: assuredskills@economy-ni.gov.uk

12.1.2 Skills Development

Invest NI's Skills Development portfolio helps identify training needs and improve employee skills, motivation, and willingness of staff to provide feedback.
Training is delivered through workshops, which are free to attend, open to all businesses and are held at various locations across Northern Ireland. There are two different types of the half-day workshop as follows:

- Training Needs Analysis Workshop - These workshops offer advice on identifying the training needs of an organisation and the skills an employer needs to teach their staff to strengthen their business. A series of online video tutorials are available, split into five chapters that are delivered by an Invest NI Skills Adviser providing insight into the tools and techniques used by learning and development professionals to analyse training needs.
- Training Needs to Training Plan Workshops - These workshops offer advice on how to develop, cost, and manage an effective training plan. They allow a business to gain an understanding of the steps required to go from carrying out a training needs analysis exercise to the formulation of how to develop, cost and manage an effective training plan. Each interactive session covers writing training objectives, costing training interventions and effective training plan management.

Workshops are delivered both in person and online using a webinar format. To participate, businesses must register online by filling out a registration form found at https://www.investni.com/support-for-business/skills-development.

12.1.3 Skills Adviser Support
An experienced Invest NI Skills Advisers can provide 1:1 support for companies to assist them in identifying training needs and to help them develop a plan to address these needs. This service is only available to Invest NI customers and is free.
To speak with an adviser, contact Tel 0800 181 4422.

12.1.4 Skills Advancement Grant
The Skills Advancement Grant is available to smaller companies who are already customers of Invest NI. Support of 50% of costs is available for external training, travel, and accommodation costs up to a maximum of a £15,000 grant. The grant is available for 18 months only with no option to extend the offer. It does not cover mandatory training and VAT is excluded. The minimum training expenditure supported is £2k and multiple Skills Advancement Grants cannot operate simultaneously for the same company or in conjunction with Skills for Growth projects.
For further information, contact Tel 0800 181 4422.

12.1.5 Skills for Growth for SMEs, Large Enterprises and/or Foreign Direct Investors (FDI)
The Skills for Growth scheme supports:
- Trainee wages
- Internal and external trainers
- Travel and accommodation costs

with the aim of enabling company growth.

Grant support is variable up to a maximum of 50% of eligible costs. Mandatory training, induction training and repeat training are not eligible, and VAT is excluded. This support is available for a period of up to 24 months for SMEs and up to 60 months for large businesses and FDIs, although extensions can be sought on a case-by-case basis. Trainee wage costs cannot exceed the costs of all other eligible costs.
For further information, contact Tel 0800 181 4422.

12.1.6 Leader Programme

The Leader programme is specifically designed to enable leaders to grow their businesses through the development of strong leadership competencies. The programme offers the opportunity to assess a business's performance, identify opportunities, overcome challenges, and build capability. The programme is aimed at the overall leader of an SME, the managing director, CEO, or owner-manager who can demonstrate:

- A clear strategic need and willingness to change
- Commitment and time available
- Turnover ideally greater than £1 million
- A history of profitable trading
- An existing robust business model

The Leader programme provides advice, support and learning in a dynamic business environment through peer networking events, specialist business mentoring and one-to-one leadership coaching and is open to companies that are currently customers of Invest NI.

For further information, contact Tel 0800 181 4422.

12.1.7 Leadership Team Programme

The Invest NI Leadership Team Programme is focused on transforming the skills, behaviours, and relationships of a business' leadership team to achieve business growth and become a more adaptive and resilient business. The programme is provided in partnership between Invest NI, Dublin City University Business School, and Wilson Sloan Consulting. To be eligible for the programme the business must be an Invest NI client and

- Be an SME (up to 249 staff)
- Have turnover above £1 million
- Have the ability to commit time and resources to the programme
- Have the ambition to grow their business globally

INI outline that top teams involved in the programme will

- Gain a deeper understanding of how to develop and implement strategies that drive sustainability and international growth
- Become a stronger and more effective top team, ready to develop and implement a strategy for growth
- Be able to use a wide range of practical tools and techniques to ensure every aspect of the business is aligned with its strategy

12.2 Intertrade Ireland

InterTradeIreland has been helping small businesses in Ireland and Northern Ireland explore new cross-border markets, develop new products, processes and services and become investor ready for over two decades.

Advice and support is available to help with business growth through sourcing specialist advice or finding the right person with the right skills to help businesses grow. InterTradeIreland can support financially in these areas, assisting not only with funding but also with sourcing the specialist expertise and making the vital introductions.

12.2.1 Acumen

Exporting businesses are more innovative, productive and resilient compared to their non-exporting peers. And trading cross-border is one of the easiest ways to grow your business – it's on the doorstep, easy to access and we'll provide all the support you need to take the next step in your export journey. Whether you're a first-time exporter or advanced exporter, InterTradeIreland can help you to fund and recruit an experienced and skilled sales resource through the Acumen programme to identify new opportunities and win new sales in the cross-border market.

Acumen offers a valuable contribution towards the cost of a Full-time Sales resource, for a 12 month period, up to a maximum of €21,562/£17,250, or towards the cost of a Part-time Sales resource, for a 6-12 month period, up to a maximum of €11,500/£9,200.

A Full-time sales resource must be an individual directly employed by the business and not a contractual representative. They can reside within the same or opposite jurisdiction to your business, whatever option works best for your business.

A Part-time sales resource can be an individual directly employed by the business or alternatively a contractual representative e.g. experienced sales agent, consultant or a lead generation company. They can reside within the same or opposite jurisdiction to your business, whatever option works best for your business.

Note: If using the services of lead generation company, there must be just one nominated individual supporting your business during the project.

For more information visit https://intertradeireland.com/sales-growth/acumen or tel 028 3083 4188

12.2.2 Innovation Boost

Product development and innovation is at the heart of growth but often needs costly technology support. Previously known as Fusion, Innovation Boost can provide that support by helping to fund a high calibre science, engineering or technology graduate and partnering you with a third level institution with specific expertise.

The graduate is employed by you and is based in your company throughout the project (12 – 18 months) with mentoring from the academic partner and InterTradeIreland Innovation Boost consultant.

- InterTradeIreland can help a business work out what it is exactly they want to do, providing options for an academic partner to help bring the industry expertise to plans and support a project manager who will deliver them within the business. InterTradeIreland pay for the academic partner a cost for developing this application.
- InterTradeIreland assess all applications and if the partnership joint bid gets approved, 50% is paid towards the cost of employing a project manager (to a ceiling) with InterTradeIreland paying 100% of the costs of the academic partner.
- The project manager will be selected by the business and become a full time employee for a fixed term. The project manager is a dedicated resource and is ultimately the way to get access to these industry experts who will actively help develop the solution to a critical problem in your business or make a key innovative idea happen.

InterTradeIreland also supports the development of collaborative and innovative cross-border business to business partnerships, where two or more businesses

partner to develop a solution to a problem, develop a new product or improve a process.
For more information visit https://intertradeireland.com/innovation/innovation-boost or tel 028 3083 4189.

12.2.3 Business Explorer Programme

The Business Explorer Programme can help you explore the best way forward within your business to effect change through Innovative solutions.

There are two levels of funding within the Business Explorer programme. You can apply initially for Explore, which will give you access to specialist support through an academic or industry specialist to begin to explore the challenges within your business or the idea you would like to develop. You can progress from Explore to Plan to continue working with an academic or industry specialist to develop a plan to integrate the solution or new idea into your business.
For more information visit https://intertradeireland.com/innovation/business-explorer/business-support or tel 028 3083 4189.

12.2.4 Thrive Programme

Set to launch in 2025, the Thrive - SME Innovation Programme is a new initiative by InterTradeIreland designed to empower SMEs with the tools and strategies needed to drive innovation and achieve a competitive edge. Thrive supports SMEs to enhance innovative capability and impact for competitive advantage.
For more information visit https://intertradeireland.com/innovation/thrive-sme-innovation-programme or tel 028 3083 4189.

13.0 Training agencies and Sector-Specific Training Councils

There are several sources of sector-specific advice on skills development for employees working in a particular industry. Individual Sector Training Councils, training organisations and their offerings are outlined as follows:

13.1 Construction Industry and Training Board (CITB) NI

The Construction Industry and Training Board (CITB) offers a range of training supports relating to the construction sector, to increase productivity and improve health and safety standards.

13.1.1 Training Course Directory

CITB's website has a Training Directory accessed at https://www.citbni.org.uk/Training/Approved-Courses.aspx which allows users to search for a training course suitable for them. The resource enables users to search for a training course by:

- Training Provider
- Course Title
- Location
- Type of qualification
- Specific subject area (subject areas are not strictly limited to construction and include areas that are relevant to construction businesses including finance, human resources, IT, health and safety and marketing).

13.1.2 Mobile Training Unit

The Mobile Training Unit provides a convenient and cost-effective way of meeting training requirements with minimum disruption to site work by bringing a range of short-duration health and safety and operative training onsite in a lorry. The fully accessible vehicle is fitted with an induction loop and has an expanding floor space and an interactive multimedia system to essentially facilitate training in a traditional classroom environment whilst onsite.

Employers registered with CITB can book the Mobile Training Unit free of charge if they meet CITB's terms and conditions. A cost of £300 per day will be applied to those who are registered but do not pay a levy. Training hours are limited to a maximum of five and a half hours per day. To become a registered employer, book the unit and/or receive more information contact CITB on Tel 028 9082 5466 or email: mtubookings@citbni.org.uk or visit the website.

13.1.3 Training Grants Scheme

CITB NI offers direct grants to their registered employers to support employees in a wide range of training and qualifications. Available support assists in training new recruits, developing established staff, creating apprenticeships and industrial placements for students, as well as looking for improvements in other areas of their business. The grant support also covers short-duration training courses including first aid, business courses and site safety courses, whether they are accredited or not. Grant support may also support longer courses such as degrees, NVQs, HNCs, HNDs and master's Degrees.

To apply for a grant an employer must contact CITB's Grant Team by telephone 028 9082 5466 to create an account and set up a username and password or email:

grants@citbni.org.uk Grant claims must be received by CITB NI within three months of commencement of training or upon registration into a course or apprenticeship scheme. Otherwise, the grant will be declined. The grant training scheme covers a proportion of the total training course, at varying amounts of grant support up to £2,000 depending on the type of training.

13.1.4 Contact Details
For further information Tel 028 9082 5466 or email: info@citbni.org.uk

13.2 Electrical Training Trust (ETT)

ETT is an independent, charitable trust that aims to improve quality and raise standards within the Northern Ireland electrical contracting industry. The charity seeks to improve the productivity, safety and performance of the electrical contracting industry, and to increase the employability of existing and new entrants within the NI sector. ETT do this by providing advice, guidance, accredited training, skills assessments, and management of the SparkSafe Electrical Licence to Practise system. The charity is an approved City & Guilds, LCL Awards and NET AM2 centre. The organisation operates under ISO 9001 quality assurance accreditation.

13.2.1 Advice, Guidance and Training:
ETT has been in business since 1997. During this time, the charity has developed extensive, good quality links with employers and other external bodies. These links are used very effectively to help develop products and services that are closely aligned to meet the needs of industry. ETT run a wide range of accredited and non-accredited training programmes, as well as part funded workshops and fully funded seminars that very successfully address local skills and training needs.
ETT provides a range of flexible training solutions –in person at its electrical and renewables training centre, online or off site to suit the customer's needs. Users can search for courses via the 'Course Finder' located at https://www.ett-ni.org/courses/
Many employers and wider industry stakeholders consider ETT a trusted advisor, seeking advice, guidance and support regarding electrical safety and technical skills training, apprentice recruitment as well as health, safety, and wellbeing issues affecting the sector. Some of the key support services are outlined below –

13.2.2 Experienced Worker Assessment Programme:
Recognising the challenges of both the skills shortage in industry, and the significant number of underqualified workers, ETT offers the City & Guilds Experienced Worker Assessment (EWA) programme. Many workers in the sector are 'time served', having gained valuable experience and expertise as electricians, but without gaining any recognised or formal qualifications. The EWA programme offers the industry approved Level 3 qualification and a much-needed route to becoming a qualified electrician, at any age, enhancing an individual's qualifications, employability and career prospects, and earning potential.
Successful completion of this course will provide clear benefits for the person, their employer, the industry and society as a whole. Further details on the Experienced Worker Assessment Programme can be found at https://www.ett-ni.org/experienced-worker-assessment/

13.2.3 Renewable Technology and NET Zero Transition:
The role of a qualified electrician is central to the installation of low carbon and renewable technologies. Understanding of scientific theory and electrical principles, as well as demonstrable occupational competence are critical for the safe installation of technologies such as solar photovoltaic (PV) panels, battery storage systems and electric vehicle charging points (EVCP). The core competence of a qualified electrician is the foundation from which to upskill and gain accredited qualifications in these areas. ETT's renewables training centre provides excellent facilities and resources for electricians to upskill and help the NI economy reach its renewables and clean tech targets. Working with industry and awarding bodies, we are committed to ensuring that installations are carried out competently and are safe, high-quality and effective. Accredited Level 3 training is available for solar photovoltaic (PV) panels, battery storage systems and electric vehicle charging points (EVCP).

13.2.4 Electrical Safety, Skills and Standards
Electricity is an essential part of our everyday lives. From powering homes and businesses to enabling advancements in technology, electricity plays a vital role in our society. In 2024, ETT undertook an NI-wide Electric Shock Survey, with the aim of examining the frequency, consequences, and reporting practices relating to electric shocks in the workplace. Key findings from the survey, as outlined in the Ending 'Shock Silence' Report, reveal some very disturbing statistics regarding complacency, poor workplace practices and culture, and the view that electric shock incidents are an expected consequence of the work of an electrician.

ETT is committed to working with industry partners and stakeholders to prevent anyone from having to lose a loved one in an accident that could and should have been prevented. Find out more about ETT's electrical safety campaign here - https://www.ett-ni.org/article/ett-report-reveals-majority-of-ni-electrical-workers-suffer-electric-shocks/

Contact details
For further information Tel 028 2565 0750 or email: info@ett-ni.org

13.3 Coalisland Training Services
With over 40 years of experience in training and apprenticeship services, CTS are one of Northern Ireland's premier providers of Learning and advancement.
School leavers attend for NVQ courses and help with getting into the world of work.
Adults attend who have decided they want to return to education or just want to change their career path.
A range of courses are offered including First Aid, CSR registration for site supervisors, Hairdressing, Bricklaying, Joinery, Sage accounts, Childcare, Food Safety as well as essential skills.
For more information contact info@coalislandtrainingservices.co.uk or phone 028 87748512.

13.4 Northern Ireland Screen (NIS)
The Northern Ireland Screen (NIS) initiative is supported by DfE, DfC and the National Lottery Funded Arts Council of Northern Ireland.

13.4.1 Creative Industries New Entrants (CINE)
This initiative aims to broaden access to the screen and creative industries at the entry level. Funded by the Department for Communities and working in partnership with BBC Northern Ireland, the scheme aims to help identify new talent. In line with UK-wide screen industry initiatives, the programme aims to prioritise applicants from underrepresented ethnic minority, socio-economic, and disabled communities, to expand the growing creative industries sector and create a more diverse generation of 'New Entrants' of all ages.

CINE participants will receive formal training in areas such as production techniques, idea generation, technical skills, communication skills and teamwork etc. They will then be given the opportunity to put these skills into practice in paid 12–18-month industry placements. Training plans and a mentor will be provided to support the participants during their placements.
At the end of their time on CINE, participants should be well equipped for a freelance career within Northern Ireland creative industries.
For further detail contact Tel 028 90 232444 or email:
aisling@northernirelandscreen.co.uk

13.4.2 Skills Fund
The Skills Fund is a grant offered to individuals working in the NI screen sector and is designed to financially support those participating in training or development courses. A key principle of the fund is that completion of a relevant training course should lead to the advancement of the participant's skills, expertise, and general career development and this in turn should positively impact the screen industry in Northern Ireland. The Fund can award a bursary to an individual who is resident in NI, has at least one year's experience and is currently working within Northern Ireland's independent film, television, and digital sector. In each case, the applicant must also be able to demonstrate a strategic need to attend the training/course. Funding may be awarded for up to 75% of the cost of a training or development course up to £2,000, whichever is the lesser amount.

The balance of funding can be matched in cash from the individual applicant or another private source. Funding is on a rolling basis and can be applied for at any time. Those interested must first send an up-to-date CV and details of the course they wish to attend, including all costs, to Kerry Flynn at:
kerry@northernirelandscreen.co.uk or Tel 028 9023 2444.
Applications should be received no later than three weeks before the start of a course.

13.5 NI Polymers Association (NIPA)
The Northern Ireland Polymers Association (NIPA) is the industry representative body for the Polymers Sector in Northern Ireland. NIPA aims to support and encourage innovation, competitiveness, exports, and R&D by its members and by the broader Polymer Sector.

NIPA Members cover include extrusion (pipes/tubes, sheet, and film), injection moulding, composite components and assemblies, thermoforming, blow moulding, stretch blow moulding, and rotational moulding. Markets served cover a wide

spectrum from aerospace, transport, medical, packaging, consumer, building and construction, utilities, food, and drink etc. Membership is made up of manufacturers, research, and development/advisory and support services and further and higher education.
Further information can be obtained by Tel 077 8455 3167 or email: gerardmcnally28@gmail.com

13.5.1 Advanced Polymer Academy
NIPA's Advanced Polymer Academy is a 'For-Industry-By-Industry' response to meeting the local need for up-skilling in polymer manufacturing. The courses are targeted at recruits, technicians, engineers, and other staff aiming to gain a comprehensive detailed knowledge of polymers and have been designed to provide existing engineering/scientific staff with the necessary knowledge and skills in advanced polymers and processing. NIPA state that this is an intensive and broad-ranging course that provides businesses' staff with an advanced scientific and engineering understanding of the processes and applications of polymers. The course is accredited by the Institute of Minerals, Materials and Mining (IOM3) and is delivered at member companies' premises.

13.5.2 One-Day Short Courses and Bespoke Customised Training
NIPA deliver short IOM3 Continuous Professional Development (CPD) accredited courses in polymer manufacturing to any manufacturing company that requires training. Short courses are delivered for at the participating business' premises at a cost of £750 per day.
NIPA can deliver a combination of these short courses or develop bespoke training tailored to a business's needs following an initial consultation. Courses are operated all year round on-demand.

13.6 Transport Training Services
The Transport Training Services (TTS) is a social enterprise focusing on apprenticeships and career development training specifically for the retail motor trade in Northern Ireland. They deliver a range of accredited courses and bespoke training to develop talent for the motor industry profession as well as providing industry-leading apprenticeships to support the automotive industry in securing its future workforce.

13.6.1 Apprenticeships
Transport Training Services have developed a unique 3-step apprenticeship programme, which ensures that all candidates being considered for employment have passed pre-entry aptitude tests in numeracy, literacy, and mechanical and cognitive reasoning, and have been given advanced awareness of all the necessary skills and attitudes that employers require. Newly employed apprentices will also be trained at TTS in how to identify and use some of the basic tools of the trade and how to safely use the most common types of workshop equipment. Following a recruitment and selection process, Apprentices are employed for the duration of the three-year Apprenticeship. Attendance at TTS is approximately one week every two months for training. This is supported by strong, ongoing pastoral care to ensure apprentices are progressing well and integrating into their workplace. The apprentice returns to work with the employer for the remainder of the time and most apprentices are in full-time employment five days per week (Monday to Friday).

Attendance at the TTS training centre in Nutts Corner includes a blend of workshop practical tasks, classroom theory and e-learning.

Apprenticeships are available for candidates aged 16-24, who are eligible for the DfE-funded Apprenticeships NI, and are offered in the following areas:

- Light and heavy vehicle technician
- Body repair and paint technician
- Tyre technician and service advisor
- Auto-Electrics and Mobile Electrics Maintenance and Repair
- Parts advisor
- Vehicle sales programmes
- Customer service
- Team leading and management.

Those interested can apply for apprenticeships on the Transport Training Services website https://www.transporttraining.org/motor-industry/apprentice-form or contact Tel 028 9082 5653 or email: mail@transporttraining.org

13.6.2 Training Courses
Current training course offerings are detailed on their website available at: https://www.transporttraining.org/training/. Training courses are offered in each of the following areas:

- Driver Training including CPC
- Compliance
- Transport Manager CPC
- Vehicle sales programmes
- Customer service
- ADR Carriage of Dangerous Goods by Road
- Specialist Transport Courses
- Specialist Motor Training

Those interested in any of the above training courses can contact TTS at Tel 028 9082 5653 or email: mail@transporttraining.org

13.7 FXL Ireland Executive Solutions

FXL Ireland is an Executive Leadership Coaching business. They design and execute in-house facilitated workshops, executive and team coaching and organisational simulations specifically tailored to each client (embodied learning). Each programme intervention is unique and experienced through a dynamic, interactive style, supported with bespoke designed materials. It is available to any business at their business premises, online or preferred location.

For more information contact https://www.fxlexecutivesolutions.com/

John Kelly, Tel 077 1880 6109 or email: john@fxlireland.com

13.8 MJM Training

MJM is a privately operated training organisation who primarily offer courses related to the transport and storage industry including RTITB-accredited courses for operating forklifts etc., road haulage and transport training. In addition, health and safety courses and first aid training is offered. Several accredited and non-

accredited courses are delivered in-house, with most of their training courses taking a classroom-based face-to-face format (with the exception of drivers CPC courses, which can be held online, or face-to-face). First aid training can be provided on customer premises or at MJM Training Centre.

For machinery training and classroom-based courses, trainees must be at least 16 years of age and hold a National Insurance number. For Lorry and Bus training and tests, candidates must hold the provisional entitlement to the relevant vehicle type on their license and complete the relevant theory tests with their local test centre. For driver CPC courses, trainees must hold a full lorry/bus license.
For more information, contact Tel 028 8556 7183 or email: jarlath@mjmtraining.com

13.9 Tr@inIT

Tr@inIT is an ICT training provider. They offer ICT training to individuals and the private, corporate, community and voluntary sectors, and deliver courses to a variety of industries and businesses, onsite, at the business' premises or chosen location and/or online.
For more information, contact Patricia Hynds, Tel 028 8772 9376 or email: info@trainit.co.uk

13.10 Safety Training NI

Safety Training NI is a training provider who offer a wide range of training courses, including 4x4 off-road Driving, Trailer and Off-Road Trailer Handling, MEWP Forklift training and Telehandler to Health and Safety courses including First Aid, AED Defib, EPI Pen awareness, Manual Handling and NSTS sprayer Testing.
For more information, contact Tel 077 8433 8606 or email: safetytrainingni@hotmail.co.uk

13.11 SafeTCert Limited

SafeT Cert Ltd. is a training organisation offering NVQ Qualifications for Construction Workers, NPORS Training for Plant Operators and a provider of CITB/CSCS safety card certification.
For more information, contact Tel 075 0085 8564 or email: info@safetcert.org

13.12 Health and Safety Services NI

Health and Safety Services NI Ltd specialises in providing a complete Health and Safety Package. They aim to ensure that all businesses can understand and comply with Health and Safety Legislation and Codes of Practice.
For more information, contact Tel 028 8676 4001 or email: aaron@healthandsafetyni.com

12.13 Staff Training (Staff Nursing Ltd.)

Staff Training is a Division of Staff Nursing Ltd and are one of the leading providers of training to health and social care providers and staff in Northern Ireland. They specialise in induction training, mandatory updates, nursing/care courses and simulation-based training, training courses as well as intermittently offering Health and Social Care NVQ diplomas at levels 2,3 and 5. They have the flexibility to deliver these qualifications directly to individuals on-site or extend their services to small and large organizations, offering a wide array of courses and tailored training options. This can take place at the organization's premises or a mutually convenient neutral

venue. For more information, contact Tel 028 9562 2007 or email: admin@stafftraining.me

12.14 Hospitality Ulster

Hospitality Ulster offers its members training via their HU Academy Online Training Platform.
Level 1 is at no additional cost for HU Members with less than 100 staff and provides access to an extensive range of courses and an easy-to-use online management suite. Level 2 gives an exclusive 20% discount to HU Members with more than 100 staff and provides access to an extensive range of courses and an easy-to-use online management suite, plus an enhanced range of bespoke features, additional management tools, integration with existing management systems and the ability to create your own content. A range of courses can be found at this link: https://hospitalityulster.org/download/files/academy%20course%20catalogue.pdf

Hospitality Ulster also provide members with a FREE legal helpline, covering all aspects of the hospitality industry including specialist help on employment law. Further information can be obtained by clicking on this link: https://hospitalityulster.org/support/Employment-Resources/Free-Employment-Law-Helpline

Further resources are also available to members in relation to licencing, employment, health and welfare, health and safety as well as providing business resources. For more information, visit Hospitality Ulster on https://hospitalityulster.org/support or contact via tel 028 90327578 or email enquiries@hospitalityulster.org.

12.15 Retail NI

Retail NI is Northern Ireland's only locally based retail and wholesale business organisation which provides professional advice and gives a voice to the independent sector at the NI Assembly and Westminster. Assistance provided to businesses includes:

- Retail NI Advice Line: providing help on rates, planning, employment, law and many other issues that impact upon your business.
- Dedicated Business Liaison Support
- Free subscription to our News Magazine.
- Supplier members are entitled to free advertising in Retail NI News which has a readership of over 3000.
- Networking events with leading political leaders and policy makers.
- Ensuring your voice is heard at Local Councils, Stormont, Westminster and European Parliament.
- Support local suppliers in developing new routes to market.
- Fortnightly Member Update Emails
- Sponsorship opportunities
-

For further information Tel 028 90220004 or email: info@retailni.com
https://retailni.com/how-we-help/

12.16 Construction Employers Federation

The Construction Employers Federation Limited (CEF) is the sole certified representative body for the construction industry in Northern Ireland. CEF is the Voice of the NI Industry on the UK Construction Leadership Council, BuildUK and the NI Procurement Board.

Construction Skills Register

The Construction Skills Register (CSR) is a register of construction workers who have completed the industry approved CSR health and safety training course and assessment. CSR aims to raise health and safety standards and reduce accidents in the industry by ensuring that all construction workers undertake health and safety training every 4 years. Within this function, the following support is available:

- Online Card Checker - https://secure.cefni.co.uk/CSRCard/OnlineCSRCardChecker.aspx
- Training Providers - https://www.cefni.co.uk/CEFNI/Schemes_/CSR/Training-Providers.aspx
- Card Types - https://www.cefni.co.uk/CEFNI/Schemes_/CSR/card-types.aspx
- Industry Accreditation - https://www.cefni.co.uk/CEFNI/CEFNI/Schemes_/CSR/industry-accred.aspx
- CSR News - https://www.cefni.co.uk/CEFNI/CEFNI/News.aspx?hkey=f5c963f8-f941-487a-a9e5-69cee46bfbbc
- Lost Cards - https://www.cefni.co.uk/CEFNI/Schemes_/CSR/lost-cards.aspx
- Relationship with other card schemes - https://www.cefni.co.uk/CEFNI/Schemes_/CSR/CSR%20Relationship%20with%20Other%20Card%20Schemes.aspx

CEFNI also offer a number of Essential Health and Safety training courses for Managers and Senior Executives. Current training schedule can be found at https://www.cefni.co.uk/CEFNI/CEFNI/Events-and-Courses.aspx?hkey=f5073921-19d8-41c4-a8d0-cc9f254b7d36

For more information Tel 028 9087 7150 or email: csr@cefni.co.uk

12.17 Tourism Northern Ireland

Tourism Northern Ireland's top priority is to support tourism and hospitality businesses to survive and grow business revenues in the short to medium term. Through their Tourism Enterprise Development Programme (TED) 2023, businesses can undertake training and masterclasses around people, sustainability, operations, digital capability and sales and marketing.

Tourism NI also have a range of business supports, toolkits, practical tips, and advice from panels of experts alongside some great insights from industry practitioners to support businesses, improving business operational performance to drive both immediate performance and long-term success. Information can be obtained by signing up to tourismni.com, the Industry Business Hub and joining the mailing list to hear about upcoming events starting in Autumn 2023.

A list of resources and information on best practice recruitment and retention for your business is also available on their website at https://www.tourismni.com/business-guidance/home/

For further information on the above please contact Tourism NI Tel: 028 9023 1221.

12.18 Northern Ireland Child Minding Association (NICMA)

NICMA's Training Department offers a variety of training opportunities which allows childminders to increase their knowledge and skills helping them provide the highest quality of care for children in their setting.
NICMA training is designed and developed specifically for childminders. As the experts in the sector they can provide up-to-date information on topics such as new childcare approaches, policy and legislation, child development, safeguarding issues etc. By attending training Childminders keep themselves up to date as well as sharing and learning from others.

For further information contact NICMA on **Tel:** 028 9181 1015
Email: info@nicma.org

13.19 LANTRA

Lantra Awards is a nationally recognised Awarding Organisation which specialises in the development and delivery of training courses and qualifications, primarily for the land-based and environmental sectors. We work closely with government and key stakeholders to ensure our training courses and qualifications meet the requirements of industry, with the aim of ensuring that they have competent workforces that have the skills to carry out their jobs safely and effectively.

Offering over 500 courses, Lantra's range of training includes health and safety, managing pests, leadership and management, roads and construction, vehicles, plant and machinery, landscape and trees and animals. Whether you're embarking on a new career path or just looking to boost your existing skills, Lantra has it covered!

For further information about the range of training available visit www.lantra.co.uk, email ni@lantra.co.uk or phone 028 79639290.

13.20 Countryside Services Ltd

Countryside Services Ltd in conjunction with the Ulster Farmers' Union, offer an in-house training service available to all of their members.
Delivered at a number of locations throughout Northern Ireland, we strive to provide not only those mandatory courses like Safe use of Pesticides, Boom Spraying and Hand-held Applicator, but we also provide a wide range of alternative courses.
We hope to not only cater for the farmer, but for the wider community also. Some of our current course range includes;

- Rodent Control
- Telehandler courses,
- Pesticides- safe use, boom spraying & knapsack
- Emergency First Aid

For further information, please contact Claire Canavan or Jane Douglas at Countryside Services Limited, Training Division, 97 Moy Road, Dungannon, Co. Tyrone BT71 7DX. Telephone 028 8778 9770 or email training@countrysideservices.com

13.21 NCCE Training and Information Centre

NCCE Training offers a full range of agricultural and construction based training courses, based in Swatragh, Co. Derry.
At NCCE Training, we help both farmers and those working in the construction industry to ensure they are compliant with current legislation. This could be HSE regulations surrounding First Aid, or Pesticides legislations to satisfy the Farm Quality Assurance scheme.
Training is offered in the following areas

- Agricultural courses
- Construction courses
- First Aid training

For more information and a full list of courses visit www.ncce-training.co.uk.
Email: orlagh@ncce.org.uk or phone 028 7940 1246

13.22 PFI Training Ltd

PFR Training Ltd offers recognised qualifications in the plant, industry and agriculture sector. PFI Training was formed in 1996 and cater for large companies, small businesses and private individuals requiring training for the plant, industry and agriculture sector.
The company has been accredited and approved by many awarding bodies so we can ensure that we are delivering the highest standard of training covering a large variety of training categories.
Courses can be carried out at your personal site or at very own training centre in Whitecross, County Armagh, Northern Ireland.
Duration of courses will vary depending on your choice of course from 1 to 5 days.
For more information contact us at Unit 10 Dungannon Enterprise Centre, 2 Coalisland Road, Dungannon, County Tyrone. BT71 6JT, tel 028 8775 2245 or email info@pfitraining.co.uk.

Appendix 1 - Qualifications Framework

This appendix sets out the qualification framework and the Level a qualification equates to as well as the main stages of education/employment.

Framework for higher education qualifications in England, Wales and Northern Ireland. Regulated Qualifications Framework for England and Northern Ireland

8 Doctoral Degrees
Technical/Vocational Qualifications Level 8

7 Master's Degrees,
Integrated Master's Degrees,
Postgraduate Diplomas,
Postgraduate Certificate in Education (PGCE),
Postgraduate Certificates
Technical/Vocational Qualifications Level 7

6 Bachelor's Degrees with Honours, Bachelor's Degrees,
Professional Graduate Certificate in Education (PGCE),
Graduate Diplomas, Graduate Certificates
Technical/Vocational Qualifications Level 6

5 Foundation Degrees,
Diplomas of Higher Education (DipHE)
Higher National Diplomas (HND)
Technical/Vocational Qualifications Level 5,
Higher National Diplomas (HND)

4 Higher National Certificates (HNC),
Certificates of Higher Education (CertHE)
Technical/Vocational Qualifications Level 4
Higher National Certificates (HNC)

3 Access to HE Diploma Technical/Vocational Qualifications Level 3,
GCE AS and A Levels

2 Technical/Vocational Qualifications Level 2
GCSEs at grade A* - C (NI)
Essential Skills Qualifications (NI)

1 Technical/Vocational Qualifications Level 1.
GCSEs at grades D-G
Essential Skills Qualifications (NI)

Entry Level
Entry Level Certificates (sub-levels 1-3),
Essential Skills Qualifications (NI)

Appendix 2 List of Abbreviations

Abbreviation	Definition		
A Level	Advanced Level	HWSB	Supported Employment Officers
APEL	Accreditation of Prior Experiential Learning	INI	Invest Northern Ireland
BAME	Black, Asian and Minority Ethnic	LEA	Local Enterprise Agency
CAD	Computer-aided Design	LMP	Labour Market Partnership
CAFRE	College of Agriculture Food & Rural Enterprise	MEGA	Manufacturing and Engineering Growth Advancement
CEO	Chief Executive Officer	MLA	Member of the Legislative Assembly
CertHE	Certificates of Higher Education	MSW	Mid-South West
CFSP	Community Family Support Programme	MUDC	Mid Ulster District Council
CINE	Creative Industries New Entrants	NET	National Electrotechnical Training
CITB	Construction Industry and Training Board	NI	Northern Ireland
CMP	Condition Management Programme	NIBSUP	Northern Ireland Business Start-Up
Cogent	Cogent Management Consulting LLP	NIPA	Northern Ireland Polymers Association
CPC	Certificate of Professional Competence	NIS	Northern Ireland Screen
CPD	Continuous Professional Development	NISC	Northern Ireland Skills Council
CSR	Construction Skills Register	NRC	Northern Regional College
DAERA	Department of Agriculture, Environment and Rural Affairs	NVQ	Non-vocational Qualification
DfC	Department for Communities	NWRC	North-West Regional College
DfE	Department for the Economy	OCN	Open College Network
DipHE	Diplomas of Higher Education	PfG	Programme for Government
EEA	European Economic Area	PGCE	Professional Graduate Certificate in Education
EEP	Exploring Enterprise Programme	PT	Prince's Trust
ENI	Employability NI	QUB	Queen's University Belfast
ESF	European Social Fund	R&D	Research & Development
ESOL	English for Speakers of Other Languages	SEO	Supported Employment Officer
ETC	Engineering Training Council	SES	Supported Employment Solutions

ETT	Electrical Training Trust	SMEs	Small and Medium-Sized Enterprises
EU	European Union	SSC	Sector Skills Council
FDI	Foreign Direct Investment	STC	Sector Training Council
FE	Further Education	STEM	Science, Technology, Engineering and Mathematics
FSWC	First Steps Women's Centre	SWC	South-West College
FTE	Full-Time Equivalent	TTS	Transport Training Services
GB	Great Britain	UK	United Kingdom
GDPR	General Data Protection Regulation	USEL	Ulster Supported Employment
GVA	Gross Value Added	UU	Ulster University
HE	Higher Education	UUEPC	Ulster University Economic Policy Centre
HGV	Heavy Goods Vehicle	VAT	Value Added Tax
HLA	Higher Level Apprenticeship	WIB	Women in Business
HNC	Higher National Certificates	YE	Young Enterprise
HND	Higher National Diplomas		