



# Fully Funded\*, High-Quality Training for New Staff, Managers, and Specialists

## For New Staff:

### Care Certificate (Knowledge)\*\* and Level 2 Certificate in Principles of Medication Handling and Administration for Care Settings (RQF)

- Excellent career launch for new staff
- Taught live by care and health professionals
- Courses running every week
- Your overseas workers welcome

## How?

We use a mix of:

- Live Zoom conferencing
- Email and telephone support
- A wealth of resources and guidance material

No deposit required- both courses funded entirely by Skills for Care's WDF claim value for the L2 Medication course.

*The Medication Level 2 (RQF) can be taken as a stand-alone course on the Thursday and Friday only.*

## When?

### New groups starting every Thursday!

The course is 4-days long, running from Thursday and Friday then continuing on the following Monday and Tuesday.

Live Zoom training sessions are from 9.30 am-12.30pm each day, with learners spending the rest of each day on tutor led coursework.  
(Approx homework commitment – 12hrs on top of 4 x 2.5hrs Zoom Sessions).

- ✓ Fully-funded through WDF\*
- ✓ Virtual course
- ✓ Experienced and qualified trainers
- ✓ Perfect for new staff



Contact our Learning Engagement Manager Joanna at:

[holmgren.joanna@outlook.com](mailto:holmgren.joanna@outlook.com)

Managing Director John Buttle:

[john.buttle1@btinternet.com](mailto:john.buttle1@btinternet.com)



**New dates added regularly, contact us for more information and updates**



## For Managers and Coordinators: Management Multi-Session Programmes

### Lead to Succeed

- For new and aspiring managers
- No formal homework commitment
- 5-day course, with a mix of live virtual tutorials and digital resources
  - Successful behaviours for leaders and managers
  - Developing a positive culture
  - Effective supervision
  - Leading and managing the process of change
  - Leading and managing the inspection process

#### Next Sessions

- **Wednesday 15 Nov (then continuing Tue 21 Nov, Wed 29 Nov, Wed 6 Dec & 13 Dec)**
- **Wednesday 14 Feb (then continuing 21 Feb, 28 Feb, 6 March & 13 March)**
- Live Zoom training sessions from 2pm- 5pm each day

### Well Led

- Developing skills for established managers
- No formal homework commitment
- 4-day course, with a mix of live virtual tutorials and digital resources
  - Understanding what 'well-led' looks like
  - Leadership strategies & techniques to transform services
  - Skills to lead services in a challenging world
  - Develop clear goals to improve leadership effectiveness
  - Peer collaboration & learning

#### Next Sessions

- **Wednesday 15 Nov (then continuing Tue 21 Nov, Wed 29 Nov & Wed 6 Dec)**
- **Wednesday 14 Feb (then continuing 21 Feb, 28 Feb, & 6 March)**
- Live Zoom training sessions from 10am- 1pm each day

- ✓ **Fully-funded through WDF\***
- ✓ **Virtual course**
- ✓ **Experienced and qualified trainers**
- ✓ **Skills for Care licensed**

**BOOK NOW!**

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## For Managers and Coordinators: Management Multi-Session Programmes

### Leading Change Improving Care

- Ideal for registered managers and experienced managers working in adult social care services. This practical leadership development programme is great progression for managers who have already completed their Well Led programme.
- The programme is delivered through five interactive modules run over 4 months
  - Leading and managing the change within your team and organisation
  - Facilitating change sensitively and building resilience
  - Successful leadership skills and behaviours
  - Managing change with hard-to-reach & resistant staff
  - Coaching and development
  - Improving personal effectiveness and time management

- ✓ **Fully-funded through WDF\***
- ✓ **Virtual course**
- ✓ **Experienced and qualified trainers**
- ✓ **Skills for Care licensed**

#### Next Sessions

**Tuesday 14 Nov (then continuing 14 Dec, 11 Jan, 7 Feb & 29 Feb)**

- Live Zoom training sessions from 10am- 1pm each day.

**PLEASE NOTE.** *As this course lasts 4 months, we charge the full WDF claim value upon booking (£500 per learner, non refundable), which an employer organisation can claim back from the Workforce Development Fund upon completion).*

**Note:** *Learners must attend all sessions in chosen group to be certificated*



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# For Managers and Coordinators: Management Single Session CPD Modules

## Understanding Self-Management

- Mix of live virtual tutorial and digital resources
- No assessed homework commitment
  - Help managers to tackle isolation and manage time
  - Build resilience and ensure wellbeing
  - Techniques to support self management
  - Understand how behaviours can influence & impact on others
  - Helping managers learn from their day-to-day experience

### Next Sessions

Wednesday 18 Oct or Tuesday 28 Nov or Tuesday 16 Jan or  
Tuesday 5 March

- Live Zoom training sessions from 10am –1pm

## Understanding Performance Management

- Mix of live virtual tutorial and digital resources
- No assessed homework commitment
  - Explore the performance management cycle
  - Recognise that people perform differently
  - Utilise tools and techniques available
  - How successful strategies support everyday work

### Next Sessions

Wednesday 25 Oct or Tuesday 5 Dec or Thursday 15 Feb or  
Thursday 14 March

- Live Zoom training sessions from 10am –1pm

## Understanding Workplace Culture

- Mix of live virtual tutorial and digital resources
- No assessed homework commitment
  - Explore the critical links between vision, values and culture
  - Influencing & developing culture change
  - Connects managers with their peers in a common aim

### Next Sessions

Tuesday 31 Oct or Tuesday 12 Dec or Tuesday 6 Feb or  
Thursday 21 March

- Live Zoom training sessions from 10am –1pm

- ✓ Fully-funded through WDF\*
- ✓ Virtual course
- ✓ Experienced and qualified trainers
- ✓ Skills for Care licensed



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## For Specialist Knowledge

### L2 Certificate in Introduction to Autistic Spectrum Conditions (RQF)

- A fantastic in-depth course giving learners the knowledge and understanding they need to better support people with Autism
- Over 3 weeks, learners will attend 3 Zoom sessions and complete their workbook in their own time with dedicated tutor directed study. Ideally suited to wrap-around existing work commitments
  - Approximate weekly homework commitment – 2-3hrs after each of the 3 x 2hrs Zoom Sessions

#### Next Sessions

Tuesday 24 Oct (then continuing Tues 31 Oct & Tues 7 Nov)

- Live Zoom training sessions from 1.30pm –3.30pm each day

### L2 Award in Awareness of Dementia (RQF)

- Understand the symptoms and implications of different types of dementia, as well as how positive working practices can dramatically improve the lives of people with the condition
- Learners will attend a 4 hour Zoom session and complete workbook in their own time with tutor directed study
  - Approximate homework commitment – 6hrs on top of 1 x 4hrs Zoom Session

#### Next Sessions

Thursdays 19 Oct or 23 Nov or 8 Feb or 12 March

- Live Zoom training sessions from 10am –2pm

- ✓ Fully-funded through WDF\*
- ✓ Virtual course
- ✓ Experienced and qualified trainers



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## IMPORTANT INFORMATION:

### **PLEASE NOTE:**

- **All learners will need to have access to a Laptop/PC/Tablet and have stable internet connection.**
- **All workbooks will be able to be completed electronically (via Word or Editable PDF).**
- **Learners will need to have a good working understanding of English.**

### **FUNDING AND INVOICING**

- When a learner completes their training, we will send all the necessary info to you and your local Workforce Development Fund (WDF) partnership needed to make a claim through Skills for Care. Skills for Care then pay the partnership, who in turn pays your organisation.
- Skills for Care will not allow a partnership to pay us directly as a training provider, which is why we also invoice you at the same time as we send over the WDF claims information. For the training you are doing with us through WDF funding, our invoice is for the same amount as the claim value - normally you will have had the money from Skills for Care via the partnership before you need to pay our invoice within our 40-day terms (with the exception of the Leading Change Improving Care course where due to the length of the course we charge the WDF funding value upfront at the booking stage).
- Social Works Ltd use Lloyds Invoice Financing to factor our invoices and when we invoice, they will be in touch to explain how they work.
- We cannot be held liable for any funding changes made with respect to the Workforce Development Fund by Skills for Care. All information above is correct at time of writing.

\*To access Skills for Care Workforce Development Funding you will need to engage with the [ASC Workforce Data Set](#) (previously known as the NMDS-SC) and join a local employer partnership.

\*\*Please note the 4 days funded training covers all the Care Certificate Knowledge Standards except Basic Life Support, which employers normally do in-house.

**For more information please either email us or have a look on our website.**



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