

SKILLS SUPPORT FOR THE WORKFORCE

Courses for eligible SMEs in the Craven, Harrogate, Richmondshire and Hambleton Districts

We have several workshops coming up in Skipton that eligible staff can attend including:

BUSINESS & MANAGEMENT SKILLS

ILM Leadership & Management Level 3 Award	13, 20, 27 Nov & 04, 11 Dec 2018	Communication Skills (½ day - morning)	26 Nov 2018 or 28 Feb 2019
Level 3 Award in Education & Training	09, 16, 23 Nov & 07, 14, 21 Dec 2018	Appraisals (½ day - afternoon)	26 Nov 2018 or 28 Feb 2019
Risk Assessment & Lean Principles for a Safer Workplace	17 & 18 Jan 2019	H/R for Managers	1 Feb 2019
Using social Media for Businesses	22 Nov 2018 or 21 Jan 2019 or 2 Feb 2019	Managing Performance	15 Feb 2019
How to Start Selling Online	22 Jan 2019	Assertiveness and Time Management	7 Feb 2019
Taking your Online Sales to the Next Level	13 Feb 2019	Problem Solving & Decision Making	4 Feb 2019
Delivering World Class Customer Service	05 Feb 2019	Complaint Handling Master Class	22 Jan 2019
		Assessing Vocational Achievement Level 3 Certificate CAVA (Unit 1 only) (1½ days)	26 & 27 Feb 2019

COMPUTING

Excel Starter (4 x ½ days) (mornings or evenings available)	20, 27 Nov & 04, 11 Dec 2018 or 15, 22, 29 Jan & 05 Feb 2019
Excel Improver (4 x ½ days) (mornings or evenings available)	06, 13, 20 & 27 Nov 2018 or 08, 15, 22, 29 Jan 2019

CARE SKILLS

Introduction to Dementia Awareness/ End of Life Care
Mental Health Awareness/ Autism Awareness
Diabetes Awareness/ Introduction to Infection Control
Understanding Behaviour that Challenges

The majority of courses are one day, 9:00am-5:00pm.

We may also be able to deliver training for groups of 10 or more at your premises or other North Yorkshire locations. To register your interest and confirm the eligibility of your staff please contact us using the details below.



FREE TRAINING FOR YOUR BUSINESS SKILLS SUPPORT FOR THE WORKFORCE



Tyro Training is now able to offer eligible SMEs in the Craven, Harrogate, Richmondshire and Hambleton districts fully funded training, thanks to an initiative by the European Union's European Social Fund. The project, in collaboration with the Skills Funding Agency and Local Enterprise Partnership, is designed to support business growth by upskilling the workforce. Participating SMEs should be operating in one of the sectors listed below:

Agriculture or Agri-tech

Bio Renewables and Bio Economy

Food Manufacture

Voluntary, Community and Social Enterprise

Construction

Engineering

Visitor Economy

Health and Social Care

Micro-business

