

# Essential Skills Solutions

*Ireland is changing.*

*This is an opportunity to educate and train to manage the changes effectively.*

*Fully funded training is available as part of the FÁS "One Step Up" programme which aims to increase the knowledge, skills and competencies of the Irish workforce.*

## Who is eligible to participate?

Funding is available to assist employees that left school early or a long time ago to improve and update their skills and to keep pace with the changing workplace.

## Reasons to participate!

- ✓ Improve confidence and skills
- ✓ Improve job satisfaction and performance
- ✓ Improve Interpersonal relationships
- ✓ Better team working skills
- ✓ Learn to deal with change effectively
- ✓ Quality assured training at no cost
- ✓ Achieve FETAC certification (at Level 3) – excellent option for somebody returning to education

## How does it work?

- ✓ Training tailored to your needs
- ✓ Usually 3 hours per week for 10-15 weeks (depending on programme; shifts; etc.)
- ✓ Training is done in small groups of 8-10 & works at pace of students
- ✓ Ideally (but not exclusively) allows employees to attend on paid work time
- ✓ Regional FÁS consultant coordinates the training and administration involved

## Which courses can I do?

- ✓ Communications (tailored to include e.g. Health and Safety; Customer Care; Childcare; etc.)
- ✓ Computer Literacy;
- ✓ Caring for children;
- ✓ Child Development and Play;
- ✓ Personal & Interpersonal Skills;
- ✓ Personal Care & Presentation;
- ✓ Personal Effectiveness
- ✓ And more ...

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Ireland's EU Structural Funds  
Programmes 2007 – 2013  
Co-funded by the Irish  
Government  
And the European Union

