

SKILLS FOR GROWTH SME



ESF Skills for Growth Skills Course Brochure

*Skills training and courses available through
Greater Manchester's Skills for Growth Programme*

Apply Now
Fully funded
Support



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Eligibility

In order to take a Skills for Growth course there are certain criteria that must be met in order to make a person eligible.

- You must be over the age of 16.
- You must be employed and in work.
- You have not completed any other Skills for Growth funded courses.
- Applicants can only undertake 1 course and it must be relevant to the sector in which they are employed in the case of training being sector-specific. For example, in order to undertake training in construction you must be employed within the construction sector.
- You must be a resident of or work within Greater Manchester s Please refer to all GMCA postcodes available here ([Devolved AEB postcode dataset - GOV.UK \(publishing.service.gov.uk\)](#)) on the full dataset.
- Specific eligibility requirements are in place the sector specific courses, employees accessing these courses must be eligible to the requirements above and must work in this industry sector. I.e. Health and social care, Manufacturing, construction, logistics, early years, allied health professionals and Blue light.

Where To Start

This brochure is interactive, simply click on the course links to find out more information and apply for your chosen course option.

To discover how we can work with you, simply contact your dedicated Skills Coach or choose from one of the following options.

- Fill in the expression of interest form [here](#)
- Call us on 0161 237 4444
- Email enquiries@skillsforgrowthsme.co.uk

Digital Careers Upskill Programme

Serco

The Digital Careers Upskill Programme helps to support businesses and employed people across Greater Manchester with digital training courses in key digital disciplines. The programme is split into two offers: Digital Reskill – for retraining individuals into digital roles; and Digital Upskill – upskilling individuals already in digital roles.



Serco and their supply chain partners deliver a wide range of courses under the two strands of the programme, suitable for people currently working in digital roles and those who want to reskill/retrain to join the sector.

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|  | <u>Digi-Skills Ready Pathway (Microsoft) – L3 accredited</u> |
|  | <u>3D Computer Aided Design Principles with Design for 3D Printed Components</u> <u>3D Printer Build & Operator Level Training with Additive Manufacturing; 3D Printing Applications for Industry</u> <u>3D Printer Build & Advanced Operator Level Training with Additive Manufacturing; 3D Printing Applications for Industry Overview</u> <u>3D Printer Build, Advanced Operator & Technician Level, Training including Maintenance, Serving, Consumables and Supply Chain Procurement</u> <u>3D Computer Aided Design with 3D Printer Build; Operator Level Training with Additive Manufacturing; 3D Printing Applications for Industry Overview</u> |
|  | <u>Business Intelligence - Power BI L3 accredited</u> <u>Introduction to Coding – L3 accredited</u> |
|  | <u>Pivot Tables for Professionals - Advanced spreadsheets skills and techniques - L3 accredited</u> |
|  | <u>Business Dynamics – L3 accredited</u> |
|  | <u>Digital Marketing - L3 accredited</u> |

Digital Skills for Growth & Productivity

UK Skills Academy

Working in partnership with The Coders Guild, Back2Work Group, Manchester Digital, Apprentify and The Growth Company, UK Skills Academy are delivering a range of digital transformation courses and qualifications in areas such as Cyber Security, Digital Marketing, Data Analytics, Coding and Digital Transformation for Leaders and Managers.

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|  | <u>Digital Transformation for Leaders & Managers</u> |
| | <u>Cyber Security Practices</u> |
| | <u>Managing Data with Excel</u> |
| | <u>Coding Principles for Business</u> |
| | <u>Power BI tools for Leaders and Managers</u> |
| | <u>Digital Marketing for Business</u> |
| | <u>Cyber Security for Business</u> |
| | <u>Adobe Photoshop for Business</u> |
| | <u>Advanced Microsoft Applications</u> |
|  | <u>Leadership for Digital Growth</u> |
| | <u>Project Management for Digital Transformation</u> |
|  | <u>Digital Marketing for Business Leaders & Managers</u> |
| | <u>Turn Your Online Shops into a Sales Machine (Amazon, eBay, Etsy)</u> |
| | <u>Online Marketing: How to Write Engaging & Cost-Effective Content Online</u> |
| | <u>Improve your Rankings through: SEO, Google Analytics, AdWords & Link Building</u> |

Health & Social Care Skills

Acorn Training

Acorn Training offer bespoke programmes of learning for individuals employed in the Health & Social Care sector in Greater Manchester, with a mixed offer of face-to-face and self-study options. The training is split up into four different strands:

- Technical Health & Social Care Training & Technical ESOL Training
- Leadership & Management Training
- Practice Assessment
- Higher Level Progression


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|  | <u>Residential Childcare Taster</u> |
| | <u>Working with Older People in Residential and Domiciliary Care</u> |
| | <u>ESOL for the Health & Social Care Sector</u> |
| | <u>Leading Practice for Individuals with Learning Difficulties and Disabilities</u> |
| | <u>Learning Practice for Individuals with Mental Health Conditions</u> |
| | <u>Learning Practice within Substance Misuse</u> |
| | <u>Learning Practice for Individuals with Autistic Spectrum Conditions</u> |
| | <u>Learning Practice in Residential and Domiciliary Care</u> |
| | <u>Managing Teams and Individuals Through Change</u> |
| | <u>Managing Remote Teams and Individuals</u> |
| | <u>Managing Teams and Individual Performance</u> |
| | <u>Step Up to Management & Higher Education in Residential Care</u> |
| | <u>Award in Education & Training</u> |
| | <u>Certificate in Assessing Vocational Training</u> |
| | <u>Certificate in Understanding Autism (Self-Study)</u> |
| <u>Certificate in Understanding Mental Health Care (Self-Study)</u> | |
| <u>Certificate in Understanding the Principles of Dementia Care (Self-Study)</u> | |
| <u>Certificate in Principles of End of Life Care (Self Study)</u> | |
|  | <u>Principles of Diabetes in the Care Sector</u> |
| | <u>Principles of Learning Disabilities in the Care Sector</u> |
| | <u>Principles of Dementia in the Care Sector</u> |
| | <u>Safe Handling of Medication</u> |

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| TRAINING WORKS 4U | <u>Understanding Disability in Health and Social Care</u> |
| | <u>Mental Health in Health and Social Care</u> |
| | <u>End of Life in Health and Social Care</u> |
| | <u>Stroke Care and Brain Injury in Health and Social Care</u> |
| | <u>Dementia Awareness</u> |
| | <u>Supporting Individuals with Learning Disabilities</u> |
|  | <u>Stepping into Management L5</u> |
| | <u>Stepping into Management L3</u> |
| | <u>Education and Training</u> |
|  | <u>Support Individuals with Diabetes</u> |
| | <u>Understanding Mental Health</u> |
| | <u>Cause and Spread of Infection</u> |
| | <u>Process and Experience of Dementia</u> |
| | <u>Advanced Knowledge of Person-Centred Care – Management</u> |
| | <u>Assessing Competence in the Work Environment</u> |
|  | <u>Principles of End of Life Care</u> |
| | <u>Principles of Dementia Care</u> |
| | <u>Understanding Care and Management of Diabetes</u> |
| | <u>Understanding Mental Health</u> |
| | <u>Understanding Autism</u> |
| | <u>Management Principles</u> |
|  | <u>L3 Induction for Health & Social Care Sector</u> |
| | <u>Support the Use of Medication</u> |
|  | <u>Principles of End of Life Care</u> |
| | <u>Principles of Dementia Care</u> |
| | <u>Understanding Care and Management of Diabetes</u> |
| | <u>Understanding Autism</u> |
| | <u>Supporting Individuals with Learning Disabilities</u> |

Lean Manufacturing & Management Skills

Instep UK


Instep UK offer Lean Manufacturing Foundation and Lean Management Manufacturing (CMI accredited) courses to a range of businesses in the Manufacturing sector across the region. Courses are flexible, adaptable and can be delivered both online and in-person.

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|  | <u>Lean Manufacturing – Lean Foundations</u> |
| | <u>Lean Manufacturing – Lean Problem Solving</u> |
| | <u>Performance Management</u> |
| | <u>Effective Communication</u> |
| | <u>Leading and Managing Change</u> |
| | <u>Leadership Principles</u> |
| | <u>Team Building</u> |
| | <u>Motivation</u> |

Project Management for Non-Project Managers

The Growth Company


Partnering with Back 2 Work Group, The Growth Company is delivering a programme of progression-focused activity to upskill individuals with project management skills, knowledge and techniques at Level 3, with Matrix accredited IAG and wraparound support throughout the learning journey.

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|  | <u>Project Governance</u> |
| | <u>Stakeholder & Communication Management</u> |
| | <u>Project Leadership</u> |
| | <u>Consolidated Planning</u> |
| | <u>Collaboration & Teamwork</u> |
| | <u>Risk & Issue Management</u> |
| | <u>Project management for all (Part Time)</u> |
|  | <u>Project Management for all (Full Time)</u> |

Logistics Academy

Seetec








The Logistics Academy focuses on delivering activity to individuals working in roles across Logistics, Traffic Office and Warehousing & Storage. With a blend of face-to-face and remote learning, the training programme will vary dependant on the employer’s needs and preferences. These blended interactions will also be sequenced appropriately according to the employer’s requirements and the learner’s needs.

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|  | <u>Provide leadership for your team in Logistics operations</u> |
| | <u>Supervise the receipt and storage, or dispatch of goods</u> |
| | <u>Take responsibility for health, safety and security in your team</u> |
| | <u>Allocate and check work in your team in logistics operation</u> |
| | <u>Manage your own professional development in logistics operations</u> |
| | <u>Recruit, select and keep colleagues in logistics operations</u> |
| | <u>Build and manage teams in logistics operations</u> |
| | <u>Schedule logistics operations to meet customer requirements</u> |
| | <u>Arrange the transportation of goods using multiple transport modes</u> |
| | <u>Organise the preparation of documentation for the transportation of goods</u> |
| | <u>Ensure compliance with legal, regulatory, ethical and social requirements in logistics operations</u> |
| | <u>Optimise the use of logistics resources</u> |
| | <u>Respond to problems in logistics operations</u> |
| | <u>Improve performance in logistics operations</u> |
| | <u>Minimise the environmental impact of logistics operations</u> |
| | <u>Apply technology in logistics operations</u> |
| <u>Manage the traffic office</u> | |

Early Years Workforce Upskilling Programme

Acorn Training

The Early Years Workforce Upskilling Programme is a programme of activity for individuals working in Early Years’ settings, and wider roles which involve working with children from birth to 5 years old. Specially designed bundles of courses/qualifications will support them to improve their knowledge and understanding of supporting child development and learning from birth to 5 years, including the importance of high-quality interactions, effective engagement with parents and the role of early identification and intervention.


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| Prime Contract: |  |
| Supply Chain Partners: |       |
| Bundle | Content |
| <u>Improving Knowledge / Understanding of Supporting Child Development / Learning from Birth – 5 years</u> | Understand Speech / Language / Communication |
| | Work with Parents to Meet Children’s’ Needs |
| | Develop Children’s’ Cognitive Skills |
| | Children’s Emergent Literacy Skills |
| | Children’s Emergent Mathematical Skills |
| | Promoting Children’s Physical Development |
| | How to Support Positive Outcomes for Children / Young People |
| <u>Developmental Milestones Bundle: Increasing Knowledge/Understanding of Key Development Milestones from Birth - age 5 Across</u> | Understand Child/Young Person Development |
| | Work with Babies/Young Children to Promote Development/Learning |

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| <u>EYFS Prime Areas of Learning/Development</u> | |
| <u>L3 Developmental Concerns Bundles: Support in identifying/intervening to address child developmental concerns</u> | Support Children with Additional Needs |
| | Promote Positive Behaviour |
| | SENCO in Early Years |
| | SEND Leadership and Management in Early Years |
| <u>Team Around Child</u> | Team Around Child |
| <u>Safeguarding/Health/Wellbeing</u> | Safeguarding/Health/Wellbeing |
| <u>Level 3 People Management</u> | People Management |
| <u>L3/4 Safer Recruitment/Selection</u> | Safer Recruitment/Selection |
| <u>L4/5 Leading Practice</u> | Co-ordinate SEN Provision |
| | Lead/Manage Community Based Early Years Setting |
| | Lead Children’s Early Education/Development |
| <u>L3 Certificate in Assessing Vocational Achievement</u> | Assess Vocational Achievement |
| <u>L3 Award in Education/Training</u> | Award in Education/Training (Self Study E-Learning) |

CPD for Allied Health Professionals

Salford University


Designed in direct response to the needs of the Allied Health Professional (AHP) workforce across Greater Manchester, and with specialist input from The Christie, this programme will support people employed in AHP roles to better understand cancer and its treatments and increase their confidence in caring for and treating patients with a cancer diagnosis. This is a specialist training programme only open to people employed in an AHP role in Greater Manchester.

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|  University of Salford MANCHESTER | <u>Understanding Cancer and its Treatments</u> |
| | <u>Understanding the Psychological Impact of a Cancer Diagnosis Including Strategies for Healthcare Professionals to Better Support People with a Cancer Diagnosis</u> |
| | <u>Developing Personal Resilience and Communication Skills</u> |
| | <u>Supporting People with a Cancer Diagnosis to Live Well</u> |
| | <u>Service Improvement Skills and how to Work Effectively with Service User representatives</u> |
| | <u>Understanding Palliative and End of Life Care</u> |
| | <u>Understanding and Delivering Personalised Care Interventions for Cancer Patients.</u> |
| | <u>Nutrition for Living with and Beyond Cancer</u> |

NextGen Security & Events

NGTC Group Training


NGTC are delivering Level 3 and 4 training across Greater Manchester working with a series of stakeholders across the events industry to formulate a curriculum that sees trainees go straight into paid work through a programme of upskilling current security officers into more senior roles.

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|  | <u>Level 3 Certificate for Close Protection Operatives in the</u> |
| | <u>Level 3 Certificate in Spectator Safety Supervision</u> |
| | <u>Level 3 Award for Deliverers of Conflict Management Training</u> |
| | <u>Level 4 Diploma in Spectator Safety Management</u> |

In Focus

Reform Radio


Reform Radio are working to deliver 3 programmes aimed at upskilling 280 employed people across Greater Manchester. Their programmes are designed to address skills gaps in GM and will cover music radio production, digital content and marketing and carbon literacy training. They offer an equivalent of a level 3 qualification on all their programmes.

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|  | <u>In Focus: Radio</u> |
| | <u>In Focus: Content and Social Media</u> |
| | <u>In Focus: Mind & Planet</u> |

Construction Leadership & Management Programme

SB Skills Solutions Ltd

SB Skills Solution are delivering construction training across GM working with a range of stakeholders to fill a range of skills gaps. They are offering a range of qualifications from Level 3 to level 6 and are looking to upskill 400 people in a range of skills and work with both Skills for Growth and the Adult Education Budget to ensure ESF standards are upheld.

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|  | <u>Level 4 Diploma in Controlling Lifting Operations, Crane Lift Supervisor</u> |
| | <u>Level 5 Diploma in Controlling Lifting Operations Planning Lifts</u> |
| | <u>Level 6 Diploma in Construction Site Management</u> |
| | <u>Level 3 Diploma for Team Leaders and Supervisors</u> |
| | <u>Level 5 Diploma for Operations or Departmental Managers</u> |

Bluelight Development Academy

Seetec


Seetec, working collaboratively with North West Ambulance Service have developed a programme to address the needs of Greater Manchester in the health and social care sector. They are offering Level 3+ qualifications and will use *Transport Training Academy, Manchester Stress Institute, Coventry University, and Pathway Group*, to aid in delivery of their programmes.

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|  | <u>Different Leadership Styles</u> |
| | <u>Business Finance</u> |
| | <u>Performance Management Techniques</u> |
| | <u>Partner, Stakeholder & Supplier Relationship Management</u> |
| | <u>Time Management tools & Techniques</u> |
| | <u>Problem solving & Decision Making Techniques</u> |
| | <u>People & Team Management Models</u> |
| | <u>Customer & Stakeholder Relationship Management</u> |
| | <u>Organisational Strategy</u> |
| | <u>Project Lifecycles & Roles</u> |
| | <u>Organisational Governance & Compliance</u> |
| <u>Unconscious Bias & Inclusivity</u> | |
|  | <u>Beat the Burnout</u> |
| | <u>Ambassador Programme – Beat the Burnout</u> |
| | <u>Leading Well</u> |
| | <u>British Sign Language</u> |
| | <u>Wellbeing bundle for shift workers (Sleep, Mental health, Wellbeing)</u> |
| | <u>Adult Mental health</u> |
|  | <u>Adult Mental Health</u> |

Accelerating Net-Zero Opportunities

The Growth Company


Accelerating Net-Zero Opportunities (ANZO) from Growth Company and the Business Growth Hub delivers two tailored courses, one for SMEs and one for GM residents focussed on green skills. Course 1 – Electric Vehicle Pathway is a level 2/3 course for vehicle technicians to gain knowledge and skills to work safely when carrying out maintenance and repair activities on electric and hybrid vehicles and offers two qualifications. Course 2 – Low Carbon Skills is a fully funded online programme for SMEs in the early stages on the path to net-zero emissions. Business Growth Hub environmental specialists (who have a collective 150 years’ experience) will work with SMEs to understand their priorities, implement cost and carbon cutting actions, engage staff and suppliers, build their reputation as a green business and create long-term green business strategy.

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|  | <p>Electric Vehicle Pathway:</p> <p><u>IMI Level 2 Vehicle Routine Maintenance Activities</u></p> <p><u>IMI Level 3 Electric/ Hybrid / Vehicle Repair and Replacement.</u></p> |
| | <p><u>Low Carbon Skills Pathway</u></p> |

Powering Up Professional Skills

The Growth Company

Powering-Up Professional Skills (PUPS) capitalises on the Growth Company’s established links/working relationships with GM employers including those in GM’s Frontier Sectors (e.g. Manufacturing) and Foundation Economy sectors (e.g. Health and Social Care, Retail, Hospitality). They will target and deliver a fully tailorable programme of cross-cutting skills at Level 3 and above targeted at 400+ learners. Completion of the PUPS course is reliant on completion of 4 modules from a possible 8.

| | |
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|  | Mandatory Module |
| | <u>Management and Leadership</u> |
| | Select 3 Optional Modules from Below |
| | <u>Developing People</u> |
| | <u>Digital</u> |
| | <u>Well Workforce</u> |
| | <u>People Management</u> |
| | <u>Customer Services</u> |
| | <u>Conflict Management</u> |
| | <u>Mental Health</u> |