

# Spring Training

## Leap towards your future

PDT Employment and Fairway Children's Centre would like to welcome you to attend a short series of workshops and training for FREE!

- Unemployed? • Caring for a relative? • Lone Parent?
- Volunteering? • Or simply don't know what to do next?

### JOIN US!

**When:** Easter Holidays

**Start:** 8th April 2019

**End:** 18th April 2019

- Refreshments provided • FREE crèche available for 2-5yrs\* •

If you are interested and would like to register, please leave your details at reception or contact Neisha on [neisha@pdt.org.uk](mailto:neisha@pdt.org.uk) or 07856181941.

**\*BARNET RESIDENTS ONLY\***

IT'S TIME FOR YOU TO BLOOM

**\*100% COMMITMENT REQUIRED\***

<b>Date</b>	<b>Time</b>	<b>Course Information</b>
<b>Monday 8th April</b>	10:00 to 12:30	<b>MOVING ON, MOVING UP</b> A confidence and motivation workshop designed to provide practical tools that will enable you to have the life they want.
	13:00 to 15:30	<b>INTERVIEW TECHNIQUES</b> Understanding how the you can maximise success at interview by ensuring thorough and effective preparation.
<b>Tuesday 9th April</b>	13:00 to 15:30	<b>INTRO TO SELF-EMPLOYMENT</b> Understand what it means to be self-employed and useful tips to help you start up your own business.
<b>Wednesday 10th April</b>	10:00 to 12:30	<b>CV WORKSHOP</b> Understand how to present your CV in a way that displays your skills and experience in a clear and positive way.
<b>Thursday 11th April</b>	13:00 to 15:30	<b>APPLICATION SUPPORT</b> How to tackle an application to an acceptable standard.
<b>Monday 15th April</b>	09:30 to 16:30	<b>EMERGENCY PAEDIATRIC FIRST AID</b> <i>Level 3:</i> covers a wide range of CPR and first aid skills, equipping the first-aider to administer first aid to children and infants. (Accredited)
<b>Tuesday 16th April</b>	12:00 to 16:00	<b>INTRO TO CUSTOMER SERVICE</b> Perfect if you want to work face to face with people. (Accredited)
<b>Wednesday 17th April</b>	09:30 to 13:30	<b>INTRO TO LEADERSHIP</b> Understand how to become an effective leader and demonstrate appropriate, ethical and effective leadership behaviours. (Accredited)
<b>Thursday 18th April</b>	12:00 to 16:00	<b>BASIC FOOD HYGIENE</b> This course is ideal for workplaces where an understanding of food safety training is essential. (Accredited)