



FETAC Level 3 Major Award in Employability Skills

INTRODUCTION

The Training & Development Centre is a Specialist Training Provider (STP):

Specialist Training Programmes deliver training to people with disabilities who require more intensive support than would be available in non-specialist training provision

Some key features of specialist vocational training include:

- Additional training duration;
- Adapted equipment;
- Enhanced programme content;
- Higher Trainer to learner ratio;
- Specialist qualifications of staff;
- Additional opportunities for assessment; and
- An individualised approach.

In general, there are 3 broad types of Specialist Training Needs, which are addressed and met through Specialist Training Providers, namely needs relating to access; needs relating to training content and duration; and non-occupational training-related needs.

Overall Purpose

The overall purpose of the Programme is to assist Learners achieve a **FETAC Level 3 Major Award in Employability Skills** within the National Framework of Qualifications to facilitate progression to further learning and/or work.

Location:

Training & Development Centre, Vernon Avenue, Clontarf Dublin 3

PROGRAMME LEARNING OUTCOMES

Learners will be able to:

- Demonstrate personal skills that enable the learner to be effective in selected social and training situations.
- Display an ability to interact positively in the managed learning environment or the learner's individual work experience situation.
- Use selected computer applications and communications devices and apply known solutions to a limited range of predictable problems in the managed learning environment or individual work experience situation.
- Apply selected communication skills and vocational skills effectively in the managed learning environment or individual work experience situation.
- Observe and carry out health, safety and hygiene practices in the learning or work environment.
- Engage productively in a supervised learning or external work experience environment.
- Display theoretical knowledge related to vocational areas chosen by the learner as part of their preparation for work.
- Demonstrate specified cognitive and practical skills related to vocational areas as identified by the learner.
- Access and use a selected range of learning resources, to sequence learning tasks, review progress and accomplish learning targets in a supported environment.
- Show an awareness of self responsibility by identifying individual work goals and developing a realistic career plan relative to a variety of progression options.

CRC Job Skills TRAINING PROGRAMME STRUCTURE

| Core Module | Assessment Techniques |
|-----------------------------|--|
| Application of Number | Portfolio/collection of work |
| Communications | Portfolio/collection of work |
| Career Preparation | Portfolio/collection of work |
| Computer Literacy | Portfolio/collection of work Skills Demonstration |
| Elective Modules | |
| Work Experience | Portfolio/collection of work Skills Demonstration |
| Health and Safety Awareness | Portfolio/collection of work Skills Demonstration |
| Retail Sales | Portfolio/collection of work Skills Demonstration |

AWARD TITLE, TYPE AND LEVEL IN THE NATIONAL FRAMEWORK OF QUALIFICATIONS

Type of award: Major
A FETAC **Level 3 Certificate**
Employability Skills

PROGRAMME ENTRY REQUIREMENTS

Learners who have a disability, are over the age of 16 and have functional literacy and numeracy skills

RECOGNITION OF PRIOR LEARNING (RPL) IN RELATION TO PROGRAMME ACCESS

FÁS nationally are committed, in principle, to the ongoing development of arrangements for the recognition of prior learning.

TRANSFER ARRANGEMENTS

Learners may transfer from/to other FETAC **level 3** programmes, subject to entry requirements.

PROGRESSION ARRANGEMENTS

Learners may progress to FETAC **level 4** programmes, subject to entry requirements of the programme.

TRAINING DURATION:

600 Hours over 12 month period

Durations may exceed times stated dependent on the identified needs of the learners.

Number of Participants:

24 per year



Horizon Programme CRC Training & Development Centre

Located in Vernon Avenue Clontarf, The Horizon Programme is a 3 year programme aimed primarily at people between the ages of 18yrs and 35 yrs of age who have a physical disability.

“Horizons Programme”

This programme focuses on personal development, training and education, and has a strong focus on community involvement. It includes, opportunities for mainstream education, supported employment, job –shadowing, work experience, health & leisure activities and social activities.

Programme Mission and Values:

To assist and support people in achieving their goals using a ‘person centred’ approach, developing, nurturing and encouraging ability. To support and give participants the opportunity to maximise independence in the home, integration in the community and in their life as a ‘whole’. Encouraging belief in the ability of the person, while being treated with dignity and respect.

Training Approach:

Our overall approach is person-centered with an emphasis on supporting the person in the development of a Personal Training Plan. The aim of the plan is to identify current skills and interests and set future goals around areas such as employment future training and independent living.

We hope that the skills acquired will assist people to lead meaningful lives as equal active citizens.

Funding:

The Horizons Training Programme is funded by the Health Services Executive (HSE)

Number of Participants:

20 per year

Modules:

We offer a wide range of modules and practical training in :

- Job Support
- Work Experience
- Job Shadowing
- Life skills
- Problem solving
- Self Advocacy
- Numeracy
- Literacy
- IT
- Public Speaking
- Current Affairs

Job Support Programme:

This programme is designed to meet the needs of people who are working part-time, and aims to offer supports they need to maintain their job and their independence.



CRC MISSION STATEMENT

OUR MISSION

We are people concerned about the well-being, happiness and achievements of people with disabilities and the welfare of their families, advocates and supporters.

Our key aims are:

- To help people with disabilities.
- To take responsibility for and have control over their own lives
- To set and achieve their own goals

We seek to achieve our aims by assessing, consulting, treating, educating, developing and supporting people to the best of our abilities. We also seek to understand, anticipate and respond to their needs in a timely and efficient manner. We try to do our daily work in a consistent, friendly way and to discuss issues openly in a spirit of partnership, with the people we seek to serve.

CRC Training & Development Centre:

Located in the CRC, Vernon Avenue Clontarf, we provide a low-support Training, Development and Employment Service to people with a physical disability.

Aims:

- To offer adults with physicals and sensory disabilities, opportunities to develop their vocational, personal and social skills in Training Programmes that reflect their individual needs and priorities.
- To equip people with the practical skills that they need for progression to independent living and mainstream education