

Irish Congress of Trade Unions
And
South Eastern Regional College

Trade Union Education and Training
Programme



JULY/AUGUST 2019



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Inclusive and welcoming

The ICTU is fully committed to equal opportunities and our courses are provided regardless of gender, age, religious or political belief, ethnic origin, disability or sexual orientation.

If you have any particular needs (e.g. disability) which you think we should be made aware of, please let us know when you are registering for your course.

Tutoring

Everyone knows the importance of a good teacher.

ICTU courses are taught by trade union tutors with many years' experience in the trade union movement. Our courses are designed to encourage everyone to learn in a friendly, supportive environment. There are no tests or exams and tutors are on hand to help support everyone's learning.

How to enrol for a course

Choose a course from those detailed in this brochure

Ask your employer for paid release from work to attend the course. Workplace reps, shops stewards, health and safety reps and union learning reps have a legal right to attend ICTU and union approved courses without loss of earnings. Ensure you follow the procedures agreed between your union and your employer. If you experience any problem with this, you should contact your full time official.

Fill in the application form and, if a union member get it approved and signed by your full time officer or your branch secretary.

Send your application form back immediately to the ICTU Education and Training Officer.

Apply in plenty of time, courses fill up quickly. You will be sent confirmation of your enrolment from the ICTU office.

The ICTU pays your course fees.

Taking a Case to Tribunal	5 Wednesdays 31/07/19 – 28/08/19	ICTU Offices, Donegall St., Belfast
Cancer in the Workplace	3 Thursdays 01/08/19 – 22/08/19 (NO CLASS 15/08/19)	ICTU Offices, Donegall St., Belfast
Mental Health in the Workplace	3 Fridays 02/08/19 – 23/08/19 (NO CLASS 16/08/19)	ICTU Offices, Donegall St., Belfast
Trade Unions and Globalisation	3 Tuesdays 06/08/19 – 20/08/19	ICTU Offices, Donegall St., Belfast
Tackling Prejudice and Discrimination	3 Thursdays 08/08/19 – 22/08/19	ICTU Offices, Donegall St., Belfast
Health and Safety Stage 1 (UNISON)	22/07/19 – 24/07/19 & 12/08/19 – 14/08/19	Unison Offices, Galway House, Belfast
Negotiation and Communication Skills	19/08/19 – 21/08/19	Unison Offices, Galway House, Belfast

COURSES HIGHLIGHTED IN RED ARE UNION SPECIFIC AND NOT OPEN TO GENERAL REGISTRATION

Some courses may be postponed or cancelled, for the most up to date listings please visit our website

<http://www.ictuni.org/educationtraining/course.html>

Or contact ICTU directly on 02890 247940

COURSE DESCRIPTORS

Tackling Prejudice and Discrimination in the Workplace

This short course aims to provide you with the key knowledge, understanding and skills to challenge prejudice and discrimination and to promote and implement equality in the workplace. The course will include:

- Understanding prejudice & discrimination
- The historical development of Equality
- Legislative framework for Northern Ireland
- Neutral and harmonious working environment
- Flags and emblems guidance
- Anti-sectarianism
- Anti-racism vs multiculturalism
- Organising for Equality
- Challenging bullying and harassment
- Developing policy and procedures



Taking a case to Tribunal

This 5 day course is aimed at building knowledge and skills of officials, reps and others who may be involved in taking cases for members to Employment and Fair Employment Tribunals. The course will cover:

- Critical overview of the tribunal system.
- Practical step by step guide to pursuing a case through the tribunal process.
- Key aspects of unfair dismissal and discrimination case law.

Mental Health Awareness

Many people experience mental health problems at some point in their lives, and most reps and members will know somebody with a common mental health problem. There will be members in every union, every branch and every workplace affected by mental health problems. Due to the increase in the prevalence of mental ill health it has become an important trade union priority to provide officials and reps with the knowledge and skills to handle mental health issues in the working environment. This course is designed to assist with meeting this priority. The course will assist you to:

- Develop an understanding of mental health and common mental health problems.
- Be aware of diversity issues impacting on members with mental health problems.
- Develop an understanding of the law and mental health in the workplace.
- Identify good practice around workplace policies on mental health.
- Explore the role of union reps in supporting and representing members with mental health problems.
- Be able to identify agencies offering support and information on mental health issues.

Better **Work** Better **Lives**

The Trade Union Campaign for a Fair Share for All



Better Work Better Lives is the trade union campaign for a *fair share for all* in Northern Ireland. Led by the Irish Congress of Trade Unions, the campaign is supported by 30 public and private sector trade unions which together represent some 200,000 workers in communities and workplaces across Northern Ireland.

The Better Work Better Lives campaign believes that:

- We must develop and implement policies that tackle the scourge of low pay and insecure work across NI;
- We must campaign for improved investment in our public services to meet the needs of all of our citizens;
- We must end the 1% pay cap imposed unfairly on public sector workers which is driving public sector workers into poverty.

Pledge Support

Get involved in the campaign

Sign up to support the campaign and receive updates on our activities.



Take Action

Email your MP and MLAs

In 3 'clicks', let them know you want them to sign up to the campaign.



Accreditation

Those attending courses will gain Open College Network accreditation for units of qualifications that are held on the new Qualifications Credit Framework. The new Qualifications Credit Framework will eventually hold all national qualifications. These units of accreditation can be built up to gain awards, certificates and diplomas at various levels.

The chart below shows qualifications, their levels and the number of credits needed to gain the qualification.

	Level 1	Level 2	Level 3
Award	TU Today Safety reps Union Reps (All short courses) 6 credits	TU today Safety reps Union Reps Union Learning Reps (All short courses) 6 credits	TU Today Safety Reps Union Reps Union Learning Reps (all short courses) 6 credits.
Certificate	Union Reps (stage 1) Safety Reps (stage 1) 18 credits	TU Today Union Reps (stage 1) Union Reps (stage 2) Safety Reps (stage 1) Safety reps (stage 2) Union Learning Reps (5 day +) 18 credits	TU Today Union Reps Safety Reps Union Learning Reps Tutor training 21 credits
Diploma		Occupational H&S Employment Law Equalities 48 credits	Occupational Health and Safety Employment Law Tutor training 48 credits

ICTU are also developing a mix of two or three-day short courses alongside longer courses, all accredited, to help you keep up-to-date with changes in the law, the economy or industrial relations practice.

Further details on these courses will be advertised.

All courses/dates of courses are subject to change.

If you need any further information, please contact Kevin Doherty or Tony Gallagher at

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Contact Us

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