



Course Content

Key Principles Underpinning Personal Development including;

Goal and Objective Setting

Time Management Skills

Problem Solving & Decision Making

Budgeting & Financial Planning

Dealing with Change

How to Resolve and Manage Conflict

Learn how to Delegate

Give and Receive Feedback

Stress Management, Reflection & Mindfulness

Practical Tools for Job Search

Personal & Professional Development

Enhance your skills and self-awareness and take charge of your future career path by taking the time to build essential core skills.

The course is designed to enhance the learners job mobility, transition or promotional opportunities.

The course strives to provide a space in which learners will develop skills which enable them to develop in both a personal and professional capacity.

Practical and useful portfolio work will include preparation of CV, Cover Letters, Job Search Techniques.

Who is this Course For? Any person who wants to take control of their career and equip themselves with the skills to manage their career through their lifetime.

Entry Requirements: Candidates should have attained Level 5 on NFQ or equivalent.

Delivery : E-learning Offering

Price: € 595.00

This programme has been validated by FETAC in line with specific learning outcomes specified in 6N1949