





Upcoming Training Courses

Funded through the UK Shared Prosperity Fund

DIGITAL SKILLS

Excel Beginners

8 October 2025 • 9:30am - 4pm 5 November 2025 • 9:30am - 4pm 12 November 2025, 9:30am - 4pm 2 December 2025, 9:30am - 4pm

Excel Intermediate

15 October 2025. 9:30am - 4pm 22 October 2025, 9:30am - 4pm 25 November 2025, 9:30am - 4pm 10 December 2025, 9:30am - 4pm

Excel Advanced

6 November 2025, 9:30am - 4pm 8 January 2026, 9:30am - 4pm

Using Artificial Intelligence in the Workplace

29 September and 6 October, 10-3pm 12 November and 19 November, 10-3pm

Social Media Overview of the Platforms

26 September 2025, 10am-4pm

Facebook for Business

3 October 2025, 10am-4pm

Mailchimp for Business

24 November 2025, 10am-4pm

How to Create and Run Adverts on Facebook

26 November 2025, 10am-4pm

Linkedin for Business

3 December 2025, 10am-4pm

Q Qualification course

For further information

ukspf@lmc.ac.uk • 01524 521223 • lmc.ac.uk

^{*} Charges may apply for this course please contact us for funding eligibility







HEALTH & SAFETY

Changing the way Cancer is Navigated in the Workplace

17 November 2025 • 9am-1pm • 16 February 2026 • 9am-1pm

Food Safety in Catering Level 2 Award

9 October 2025 • 9:30am - 4pm • 5 November 2025 • 9:30am - 4pm 8 December 2025 • 9:30am - 4pm • 14 January 2026 • 9:30am - 4pm 16 February 2026 • 9:30am - 4pm • 17 March 2026 • 9:30am - 4pm

Allergen Awareness

23 September 2025 • 9:30am - 4pm • 7 October 2025 • 9:30am - 4pm 13 January 2026 • 9:30am - 4pm • 10 February 2026 • 9:30am - 4pm

Health & Safety Introductory Training

10 October 2025 • 27 October 2025 • 9am - 4pm

Emergency First Aid at Work

21 October 2025, 9.30am-4pm • 4 December 2025, 9.30am-4pm

Personal Licence Holders BIIAB

25 September 2025, 9.30am-4pm • 20 November 2025, 9.30am-4pm

Prevent Training

15 December 2025 ◆ Session 1: 9:30am − 11:00am (Please attend one session only) 15 December 2025 ◆ Session 2: 12:30pm − 2:00pm (Please attend one session only)

CAREER DEVELOPMENT

Team Building

30 September 2025, 10am - 4pm

System Thinking

11 November 2025, 10am - 4pm

Organisational Psychology

29 October 2025, 1pm - 5pm

Q Qualification course

For further information

ukspf@lmc.ac.uk • 01524 521223 • lmc.ac.uk

^{*} Charges may apply for this course please contact us for funding eligibility







Time Management

15 October 2025, 10am - 4pm

Recruitment Skills

Contact employerengagement@lmc.ac.uk for dates

Leadership & Organisational Culture

Contact employerengagement@lmc.ac.uk for dates

Train the Trainer

Contact employerengagement@lmc.ac.uk for dates

Emotional Intelligence

Contact employerengagement@lmc.ac.uk for dates

Business Start Up (Day 1)

Contact employerengagement@lmc.ac.uk for dates

Introduction to Bookkeeping (over 3 sessions)

Contact employerengagement@lmc.ac.uk for dates

Appraisal Skills

Contact employerengagement@lmc.ac.uk for dates

Encouraging Gen Z to thrive in the Workforce

Contact employerengagement@lmc.ac.uk for dates

Supporting Multi Generational Workforce

Contact employerengagement@lmc.ac.uk for dates

Taxi & Private Hire Driving* Q (All over 2 sessions)

24 & 25 September 2025, 9.30am-5pm

29 & 30 October 2025, 9.30am-5pm

26 & 27 November 2025, 9.30am-5pm

Q Qualification course

^{*} Charges may apply for this course please contact us for funding eligibility







CMI Chartered Management Institute

Level 3 Q

Unit 301 Principles of Management & Leadership

(over 4 sessions) Q

3, 17 September, 1 and 15 October, 10am - 3.30pm

Unit 302 Managing a Team to Achieve Results

(over 3 sessions) Q

12, 26 November and 10 December, 10am - 3.30pm

Unit 309 Responding to Conflict in the Workplace

(over 2 sessions) Q

21 January and 11 February 2026, 10am - 3.30pm

Level 5 Q

Unit 525 - Using Reflective Practice to Inform Personal and Professional Development (over 4 sessions Q

31 July, 14 August, 28 August, 11 September 2025, 9am - 1pm

Unit 513 Managing Projects to Achieve

Results (over 3 sessions) Q

16 October, 13 November, 20 November, 4 December - 2026, 9am - 1pm

Unit 504 Managing Performance (over 3 sessions) Q

27 November, 4 December, 18 December 2025, 1pm-5pm

Unit 510 Managing Conflict (over 3 sessions) Q

12 February, 19 February, 5 March 2026 - 9am-1pm

Unit 507 Principles of Delivering Coaching and

Mentoring (over 3 sessions) Q

19 February, 5 March, 19 March 2026, 9am-1pm

Q Qualification course

For further information

^{*} Charges may apply for this course please contact us for funding eligibility







SUSTAINABILITY & GREEN SKILLS

Sustainable Practices in the Workplace

21 November 2025, 9am - 4pm

Managing Business Responses to Environmental Challenges Level 2 Q

Contact us to register on the waiting list

Understanding Domestic Retrofit Level 2 Award Q

Contact us to register on the waiting list

EV Charging Level 3 Award Q

Contact us to register on the waiting list

Carbon Reduction Plans & Net Zero

Contact us to register on the waiting list

Sustainability & Environmental Education Level 5 Q

Contact us to register for the waiting list

Q Qualification course

^{*} Charges may apply for this course please contact us for funding eligibility