UNISON Member Learning April - July 2021

Dear Member

All courses led by UNISON Member Learning Project will continue to be delivered online. These courses are fully funded so there is no cost to you. If you wish to book a place, please email Marta at m.chaba@unison.co.uk

You are welcome to participate in more than one course.

I look forward to hearing from you.

Kind Regards

Marta Chaba

UNISON Learning and Development Organiser

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| Date | Time | Course |
| 29 April 2021 | 1pm - 3.15pm | **UNCONSCIOUS BIAS**  By the end of the session you will have a better understanding of:  What unconscious bias is (and isn’t).  The implications of unconscious bias in the workplace. How to recognise your own natural biases and manage them effectively.  How to apply Unconscious Bias awareness to everyday workplace situations. |
| 4 May 2021- 15 June 2021 | 6.30pm - 9pm  7xTuesday evening | **CMI Level 3 Award in First Line Management (accredited)**  By the end of this course you will be able to:   * Understand the role of the first line manager * Be able to construct a personal development plan * Understand stakeholders and their needs * Be able to plan to meet those needs * Understand the need to develop and maintain working relationships * Be able to manage team performance |
| 16 June 2021 | 6.30pm - 9pm | **Mental Wellbeing in a Pandemic**  Managing stress  How to cope with low mood  How to cope with sleep problems  Mindfulness (45 min trial session) |
| 22 June 2021 | 9.30am - 12.30pm | **EXCEL for Beginners Part 1**  Getting started  Selection techniques  Entering data  Creating simple formulas |
| 29 June 2021 | 9.30am-1pm | **Mental Health Awareness (The Open University)** |
| 30 June | 12-1pm | **Saving Energy at Home (Home Energy Scotland)** |
| 5 July | 9.30am-1pm | **Managing Challenging behavior (for school workers) (The Open University)** |
| 6 July 2021 | 1-4pm | **Understanding Dementia**  By the end of the session you will be able to:   * explain what dementia is * know about the different types and various symptoms of dementia * be able to communicate with and include someone who is living with dementia * know what can be done to reduce the risk of dementia |
| 12 July | 9.30am-1pm | **Autism Awareness** **(The Open University)** |