**On-line Training for Local Government Workers – Site managers, caretakers and Janitors**

Please find below a compilation of on-line and distance training to enable you to continue to develop in terms of your work, your personal skills and your mental health and wellbeing. Training and development is a great way to keep your brain active and your spirits up during this pandemic and after. The CPD focus will also stand you in good stead for personal and career development. Added to this most of these options are free so won’t hurt your bank and the others are discounted for you as UNISON members.

This list of courses is not exhaustive and many more interesting learning opportunities (including those relating to past times and hobbies) can be found with each of these providers / on each of these platforms but these courses will give you a good starting point.

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| **UNISON- E-Learning** | | | |
| Study Area | Course Name | Cost | Link |
| Mental Health and Wellbeing | Staying Strong: Stress Awareness | Free for members | <https://e-learning.unison.org.uk/course/index.php?categoryid=4> |

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| Digital Unite | | | |
| Study Area | Course Name | Cost | Link |
| Digital | Free materials and user guides | Free to All | [www.digitalunite.com/technology-guides](http://www.digitalunite.com/technology-guides) |

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| **The social Partnership and OpenLearn (OU) – Free badged courses** | | | |
| Study Area | Course Name | Cost | Link |
| Next steps | Planning a better future | Free for members | <https://www.open.edu/openlearn/money-management/planning-better-future?in_menu=368967> |

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| **E-Careers – 10% discount for members** | | | |
| Study Area | Course Name | Cost | Link |
| Role related CPD training inc. Health and Safety | [IOSH Working Safely (Virtual Classroom)](https://www.e-careers.com/courses/iosh-working-safely-virtual-classroom) | £100 | https://www.e-careers.com/courses/iosh-working-safely-virtual-classroom |
| Leadership and Management | An introduction to conflict management | £90 | <https://ecareers.unison.org.uk/business-work/leadership-management/cache-an-introduction-to-conflict-management> |

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| **Skills Academy** | | |
| If you would like to access Unison’s Skills Academy Platform please email us on [l.organising@unison.co.uk](mailto:l.organising@unison.co.uk) and provide your first and second name and your membership number (or DOB and postcode) - platform available until March 21st 2021. | | |
| Study Area | Course Name | Cost | |
| Role related CPD training inc. Health and Safety | Basic Fire Safety Awareness Certification | Free to Members | |
|  | Cable and Wire Management Awareness Certification | Free to Members | |
|  | Carbon Monoxide Awareness Certification | Free to Members | |
|  | COSHH Awareness Certification | Free to Members | |
|  | Crowd Management Certification | Free to Members | |
|  | Dangers of Working at Night Certification | Free to Members | |
|  | Electrical Safety in the Workplace Certification | Free to Members | |
|  | Ergonomics – Steps to Reduce Workplace Related Injuries Certification | Free to Members | |
|  | Essential Health and Safety in the Workplace (UK) Certification | Free to Members | |
|  | Eye Safety in the Workplace Certification | Free to Members | |
|  | Fire Marshall Certification | Free to Members | |
|  | Fires and Explosions in the Workplace Certification | Free to Members | |
|  | HACCP Certification | Free to Members | |
|  | Hazard Identification and Risk Control Certification | Free to Members | |
|  | Health and Safety for Events Certification | Free to Members | |
|  | Introduction to Asbestos Certification | Free to Members | |
|  | Introduction to Emergency Procedures in the Workplace Certification | Free to Members | |
|  | Lone Working Awareness Certification | Free to Members | |
|  | Manual Handling Certification | Free to Members | |
|  | Manual Handling Interactive Certification | Free to Members | |
|  | Noise and Hearing Protection Certification | Free to Members | |
|  | Risk Assessment in the Workplace Certification | Free to Members | |
|  | Slips, Trips and Falls Certification | Free to Members | |
|  | Step Ladder Safety Awareness Certification | Free to Members | |
|  | The Dangers of Construction Dust Certification | Free to Members | |

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| **OpenLearn : OU** | | | |
| Study Area | Course Name | Cost | Link |
| Role related CPD training inc. Health and Safety | Integrated safety, health and environmental management: An introduction | Free for all | <https://www.open.edu/openlearn/science-maths-technology/computing-and-ict/systems-computer/integrated-safety-health-and-environmental-management-introduction/content-section-0?active-tab=description-tab> |
|  | Project governance and Project Management Office (PMO) | Free for all | https://www.open.edu/openlearn/money-management/management/project-governance-and-project-management-office-pmo/content-section-0?active-tab=description-tab |
| Leadership and Management | Discovering Management | Free For all | <https://www.open.edu/openlearn/money-business/leadership-management/discovering-management/content-section-0?active-tab=description-tab> |
|  | **Leadership and followership** | Free For all | <https://www.open.edu/openlearn/education-development/learning/leadership-and-followership/content-section-overview?active-tab=description-tab> |
|  | **Leadership challenges in turbulent times** | Free For all | <https://www.open.edu/openlearn/money-business/leadership-challenges-turbulent-times/content-section-0?active-tab=description-tab> |
|  | **Step up to Leadership** | Free for all | <https://www.open.edu/openlearn/money-business/leadership-management/step-leadership/content-section-0> |
| Digital Skills | Digital Literacy: succeeding in a Digital world | Free to all | <https://www.open.edu/openlearn/education-development/digital-literacy-succeeding-digital-world/content-section-overview> |
|  | Introduction to Cyber Security : Stay Safe On-line | Free to all | <https://www.open.edu/openlearn/science-maths-technology/introduction-cyber-security-stay-safe-online/content-section-overview> |
|  | Using a scientific Calculator | Free to all | <https://www.open.edu/openlearn/science-maths-technology/mathematics-statistics/using-scientific-calculator/content-section-0?active-tab=description-tab> |
| Numeracy | Starting with Maths: Patterns and Formulas | Free to all | <https://www.open.edu/openlearn/science-maths-technology/mathematics-and-statistics/mathematics-education/starting-maths-patterns-and-formulas/content-section-0> |
| Literacy | Every day English 1 and 2 | Free to all | <https://www.open.edu/openlearn/languages/free-courses> |

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| **Future Learn: OU** | | | |
| Study Area | Course Name | Cost | Link |
| Mental health and Wellbeing | Emotional Intelligence at Work | Free for all | <https://www.futurelearn.com/courses/emotional-intelligence-at-work> |
|  | Mindfulness for wellbeing and peak performance | Free for all | <https://www.futurelearn.com/courses/mindfulness-wellbeing-performance> |
| Leadership and Management | Management and leadership: Growing as a manager | Free for all | <https://www.futurelearn.com/courses/growing-as-a-manager> |
|  | People Management Skills | Free for all | <https://www.futurelearn.com/courses/people-management-skills> |
| Personal skills and development | Work / life balance and the impact of working remotely | Free for all | <https://www.futurelearn.com/courses/work-life-balance-remote-working> |

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| **Wranx** | | | |
| Study Area | Course Name | Cost | Link |
| work Focused / CPD Development | Raising Awareness: Menopause in the Workplace | Free for members | <https://unionlearn.ulp.wranx.com/> |
| Mental health and Wellbeing | Raising Awareness: Mental Health | Free for Members | <https://unionlearn.ulp.wranx.com/> |
| Numeracy | Functional Skills Maths Levels 1,2 and 3 | Free for Members | <https://unionlearn.ulp.wranx.com/> |
| Literacy | Everyday English: Punctuation | Free for Members | <https://unionlearn.ulp.wranx.com/> |
|  | Intermediate Everyday English: Punctuation | Free for Members | <https://unionlearn.ulp.wranx.com/> |
|  | Functional Skills English Levels 1,2 and 3 | Free for Members | <https://unionlearn.ulp.wranx.com/> |
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