

**Skills at Work** Skills Support for the Workforce

## Funded Training\* Developing Skills to

- Increase skills & capability
- Increase workforce productivity & capacity
- Support business development through training

In response to the need for increased productivity we can provide **fully funded\* training** for those in employment - to support increased workforce capability.

Our training programmes are designed to develop increased capability in work skills such as Information Technology, Communications, English and Applied Mathematics. This workplace/work-based training is made fully relevant and applicable to work activities.

We offer nationally recognised (City & Guilds) qualifications including:  
**Information Technology:** ITQ qualifications from basic to advanced (Level 3) units.

**Communications/English:** Functional Skills (Entry Level 1 - Level 2).

**Mathematics:** Functional Skills (Entry Level 1 - Level 2).

Customised programmes can be designed to suit specific organisation needs.

This funded programme also includes an organisation-wide Training Needs Analysis to support and develop HR and business planning processes.



Co-financed by



**European Union**  
European  
Social Fund

## Programme Aims

To promote sustainable employment and in-work progression of employees through the delivery of work-related skills training.

## Programme Outcomes

- Raising individual level of attainment
- Improving individual employment status
- Help individuals to progress to higher levels of training
- Help individuals to progress/advance in their career
- The organisation's visible investment in the workforce
- Workforce upskilling, capability, capacity and productivity
- Increased in-work promotion prospects
- Increased workforce loyalty
- Enhancing competitiveness through increased capability
- Enhanced motivation and aspiration

### \* Who is eligible for funded support?

Employed individuals aged 19 and over, working in Greater Manchester (full or part-time). Particular target groups include over 50s, BME groups, women, people with disability, lone parents, low-paid and part-time workers, workers who do not have a full level 2. Target employment sectors include construction, logistics, business & professional services, digital & creative industries, advanced manufacturing.

## St Antony's ACT Centres

St Antony's ACT Centre is an accredited training organisation with 35 years experience and commitment to providing high quality teaching, learning and achievement. Our experienced and qualified tutors deliver courses in the workplace and at learning centres (ACTs) in Manchester, Liverpool, Runcorn, Preston, Oldham, Accrington and Belfast.

Our programmes focus on the development of effective skills for the workplace and for personal and professional development. We offer a range of training programmes ranging from essential and fundamental work skills to sector-specific programmes, in the workplace or at one of our ACT centres located throughout the North West.

## St. Antony's ACT Centre



For more information on any of our courses please contact:  
St. Antony's Centre, Eleventh Street, Trafford Park, Manchester M17 1JF  
t: 0161 848 9173  
e: [training@stantonyscentre.org.uk](mailto:training@stantonyscentre.org.uk)  
w: [www.stantonyscentre.org.uk](http://www.stantonyscentre.org.uk)



**ACT Adult & Community Training Centres**  
Manchester, Liverpool, Runcorn, Preston, Oldham, Accrington, Belfast