



**Certificate in Human Service Manager Skills: QQI Level 6 Special Purpose Award, PG00253**  
**Autumn Winter Rollout 2024-25: 30<sup>th</sup> September 2024 – 24<sup>th</sup> March 2025**

*Updated 20/9/2024*

<b>Module 1: Key Management Skills</b>	
<b>Online Start Date:</b>	Monday, 30 <sup>th</sup> September 2024
<b>Online Workshop 1</b>	Monday, 7 <sup>th</sup> October 2024
<b>Module 1 Submission Deadline</b>	Monday, 16 <sup>th</sup> December 2024
<b>Module 2: Managing Service Quality and Safeguarding</b>	
<b>Online Start Date:</b>	Monday, 6 <sup>th</sup> January 2025
<b>Online Workshop 2</b>	Monday, 13 <sup>th</sup> January 2025
<b>Module 2 Submission Deadline</b>	Monday, 24 <sup>th</sup> March 2025

Workshops with comfort and lunch breaks will run from 10am - to 3pm

Attendance at these workshops is a mandatory requirement. An expert external presenter and experienced College staff will facilitate these online Zoom workshops using lectures/presentations, small group work, and individual activities. These workshops will build upon the programme resources, such as the interactive module handbook via the College’s eLearning platform, MyOTC, available throughout the programme.

Your Tutor is available by email and mobile for the duration of the programme. They will arrange online group/individual tutorials in consultation with participants. The group tutorials are usually 45-minute sessions during the day or evening.