

Summary of our Services

Full-time FET Programmes

Specific Skills Training (SST) courses are typically around 6 months to complete and are designed to meet the needs of industry across a range of sectors. QQI accreditation is at Levels 4-6 on the National Framework of Qualifications (NFQ) and/or industry specific qualifications. Examples of SST courses include, Computer Applications and Office Skills, eBusiness, MySQL, Retail Skills, Health and Beauty, Business Administration, Sports & Recreation, Construction Skills, Professional Cookery, Hospitality, Business Process Improvement, Manual and Computerised Payroll, Precision Engineering, Software Development. These programmes typically include work experience/practice modules with paid placements of 3-6 weeks.

Post Leaving Certificate (PLC) provides courses in a combination of general studies, vocational skills and opportunities for work experience so students can enter or re-enter skilled employment in the labour market. Courses generally lead to major awards at NFQ Levels 5 and 6. Typically courses are one academic year on a full-time basis. Courses are delivered under a range of Educational Departments such as Business & Administration, Healthcare Studies, IT/Computing & Design, Social Studies & Childcare, Arts & Music, Agriculture, Engineering, Sport and Construction.

Traineeships provide job-specific training which combines direct training and a significant workplace training element (Work Based Learning, WBL element) with an employer. Trainees in receipt of a training allowance will continue to receive their allowances from MSLETB for the duration of their work experience. All programmes lead to QQI Major awards at levels 4 to 6 on the NFQ. Traineeships take nine - eighteen months to complete (up to 50% of which could be in the work place). Examples of Traineeships: Hospitality Engineering, Childhood Care & Education, Healthcare Support, Hairdressing and Beauty Therapy. Traineeships have significant Work based Learning (WBL) requiring sponsor/ placement periods throughout the 6 – 18 month programme (Block and Day release combinations).

Apprenticeships typically consists of 3 off-the-job training phases and 4 on-the-job phases. Apprenticeships Phase 1, 3, 5 and 7 are on the Job phases (placement) of 3 – 4 years. To undergo the Apprenticeship programme individuals must first be registered by an employer. MSLETB also register Apprentices for the new wave Apprenticeships. Please see enclosed additional Apprenticeship specific information.

Community Training provided through Community Training Centres, Local Training Initiatives and Specialist Training Providers (for people with disabilities). All Community sector training leads to accreditation at Major Levels 3-5.

Youthreach is a 2-year full-time programme for early school leavers aged between 15-20 years of age. Programmes vary from centre to centre and can include QQI certification, Junior Certificate, and Leaving Certificate Programmes. Learners are facilitated in setting individual learning plans aimed at increasing their self-esteem, skills and knowledge and their ability to progress into further education and training or employment.



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Bord Oideachais agus Oiliúna
Mhaigh Eo, Shligigh agus Liatroma
Mayo, Sligo and Leitrim
Education and Training Board

Vocational Training Opportunities Scheme (VTOS) provides a range of courses to meet the education and training needs of people who are unemployed. It gives participants opportunities to improve their general level of education, get a certificate, develop their skills and prepare for employment, self-employment and further education and training. They are usually delivered over two academic years on a full-time basis of 30 hours per week. The courses lead to a range of awards across NFQ levels. Some examples include ICT, Art and Design, Business Administration, Childcare, Digital Media, Sound Production, Traditional Irish Music, Institute of Accounting Technicians and Leaving Certificate.

Part-time FET Programmes

Back to Educational Initiative (BTEI) provides part-time Further Education programmes for young people and adults. It aims to give participants an opportunity to combine a return to learning with family, work and other responsibilities. Programmes are offered in partnership with many agencies throughout the country on a flexible part-time basis. Classes are offered throughout the year in the morning, afternoons, evenings or weekends. Courses lead to a range of accreditation at levels 1-6 on the NFQ. Examples include Healthcare, Childcare and ICT.

Adult Literacy Programmes are provided to people inside and outside of the labour force who want to improve their communication skills, i.e. reading, writing, and numeracy and information technology. Programmes are typically delivered for 2-4 hours per week during the academic year. They also provide English for Speakers of Other Languages (ESOL).

Skills for Work is a programme aimed at providing opportunities to help employees upskill to meet demands of the workplace. Programmes are 35 hours duration and designed in a flexible way to meet the needs of employer and employee. Most programmes are accredited.

Part-time Evening courses of typically 30 hours duration over 10 weeks provide short up-skilling modules for both unemployed and employed persons. Examples of courses include Welding TIG, Interior Design, ECDL, CAD, Door Security, Supervisory Management, and Start Your Own Business. Courses generally lead to accreditation at levels 4-6 on the NFQ or certification from an Industry accrediting body.

Blended Learning Courses up to 6 months utilising a mix of classroom, practical, on-line training and tutor support to suit the need of individuals who need a more flexible way to meet their training needs. Examples include CAD 3D Parametric Modelling, Industrial Automation, Electrical/Electronic Control Systems and Management Development, Manual and Computerised Payroll and Bookkeeping. Courses are delivered all year round and lead to accreditation at levels 4-6 on the NFQ or certification from a recognised United Kingdom or Industry accredited body.

Community Education offers courses to adults who wish to return to or continue their education. It is generally developed in local community projects and centres. Accreditation may be provided from NFQ level 1-5. Informal or hobby type courses are not accredited. Examples include Sign Language, Art & Crafts and Personal Development.

Support Services

Adult Educational Guidance and Information Service helps people to make informed educational career and life choices. Adults can start from where they left off in education and the Guidance Service will support the adult from where he or she is right now.

For a full "Directory of our Services" see msletb.ie