

Introducing

Essential Employers Skills

&

Training 4 Personal Assistants (T4PAs)

Training

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Essential Employer Skills: 26th Feb, 4th & 7th March 2016

Training 4 Personal Assistants (T4PAs): 4th & 7th March 2016

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This is a unique opportunity for both PAs and PA Employers to

undertake training in different spaces at the same time.

 On the last day of both courses everyone will come together

to share knowledge and experiences

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**Essential Employer Skills**

**FREE Essential PA Employer Skills Training**

Are you a disabled person or a person with long-term condition?

Thinking about employing Personal Assistant(s) to support you?

Or, if you are already a PA employer, do you want to refresh your employer skills?

The **Essential Employer Skills** is a 3-day course that provides disabled employers of Personal Assistants with an understanding of the essential responsibilities and roles required of a good employer.

**When:** **26th Feb, 4th & 7th March! 10.30am-3.30pm**

**Where:** **Norton Park, 57 Albion Road, Edinburgh**

**LUNCH PROVIDED**

**TRANSPORT CAN BE ARRANGED IF REQUIRED**

**To register your interest or for an informal chat,**

**please contact LCiL on 0131 475 2350 or email**

**either** elspeth.ferguson@lothiancil.org.uk

or kelly.jack@lothiancil.org.uk

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**Training 4 Personal Assistants** (**T4PAs)**

**Thinking about becoming a PA?**

**Or**

**Want to brush up your PA skills?**

This course will enhance your prospects of employment as a PA or, if you are already a PA, will help you to be more effective in your role.

Topics covered include:

* **Disability and Equality**
* **The Social Model of Disability**
* **Understanding the importance of appropriate language**
* **Exploring roles and relationships**
* **Knowing the relationship boundaries**
* **Exploring potential dilemmas**
* **Responding to your employer’s needs**

**When:** **4th & 7th March 2016! 10.30am-4.00pm**

**Where:** **Norton Park, 57 Albion Road, Edinburgh**

**Cost: Please see overleaf (Lunch Provided)**

**For more info**

**please contact Amanda Beech on 0131 475 2510 or email** amanda.beech@lothiancil.org.uk

**PARTICIPANT FEEDBACK:**

* **“I found it informative from start until the end! Great time!!!”**
* **“I was not thinking of becoming a PA until I came on the**

**course with my partner but, now I am full-time PA and I**

**love my Job”**

* **“Everyone’s experience was useful”**
* **“It just came at the right time”**
* **“I feel supported, not alone”**

**Are you eligible for ILA funding?  If so, you can use it to pay for the T4PA Course.**

To find out more, visit [www.myworldofwork.co.uk](http://www.myworldofwork.co.uk) or visit the LCIL website [www.lothiancil.org.uk](http://www.lothiancil.org.uk) for ILA 200 Eligibility Criteria. For non-ILA holders, the cost of the T4PA course is £195 for the two days. There are a limited number of Big-Lottery funded places available for those who cannot access any other funding.