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**Continuing Professional Development Programme 2016**

**All courses are only open to UNISON members unless otherwise stated and are free. Courses will be held in UNISON Belfast unless otherwise stated**

**Supporting Your Clinical / Professional Practice**

**Autism - Considerations When Reaching Adulthood**

***10am – 3.30pm Friday 9 Dec 2016***

Transition refers to the time when we move from one stage of life to another. With the right support and thorough planning, young people with autism can prepare for the varied changes in both expectation and life and enjoy as smooth a transition as possible. This session will examine why students experience difficulties when faced with a transition out of school and into adulthood, whether that be to work or another form of education. Discussion will include how developing a greater understanding of transition, with practical approaches to support students, offers the chance of future academic and social success. Within this session, the importance and design of a planned transition programme and the role of the education professional and others in this process will be examined along with ideas and suggestions as to how best to prepare the professionals, parents, young person and others. It will be delivered by Frances O’Neill, Middletown Centre for Autism

**Autism - Fundamentals**

***6 – 9pm Tuesdays 12& 19 April***

This workshop will be run over two evenings and offers a basic knowledge and understanding of the main features associated with Autism Spectrum Disorder (ASD).  Participants will acquire a fundamental understanding of the main features associated with ASD, using and understanding language, the importance of routine, appreciation of sensory issues and adaptations which may be of help. It will be delivered by Autism NI

**Autism - Mental Health & Anxiety Mgt for Children & Young People**

***10am – 3.30pm Monday 7 March ; Friday 18 Nov***

This training session will provide participants with information on common mental health challenges that people with autism can experience. There will be a particular emphasis on the experience of anxiety, this will include depression, anxiety disorders and cognitive strategies to help manage anxiety. It will be delivered by Fiona McCaffrey, Middletown Centre for Autism

**Autism - Positive Behaviour Support for Children & Young People**

***10am – 3.30pm Friday 14 Oct***

This session will examine how the core features of autistic spectrum disorders can influence the behaviour of children and young people with this diagnosis. Finding the function of challenging behaviour will be highlighted as the starting point of any behaviour support plan. It will be delivered by Edel Quinn, Middletown Centre for Autism

**Autism - Relationships and Sexuality Education for Young People**

***10am – 3.30pm Friday 20 May***

This session will examine the impact of adolescence on young people with autism. Participants will be shown how to incorporate behavioural interventions with visual strategies to help teenagers with autism cope with some of the typical issues of adolescence. The training will provide practical strategies that educational professionals may use to support teenagers with autism. It will also focus on the delivery of sex and relationships education for students with autism. It will be delivered by Frances O’Neill, Middletown Centre for Autism

**Autism and Gender Dysphoria** (open to non members)

***10am – 4pm Sept (date tbc)***

There is an increasing recognition of a disproportionate number of people who identify as transgender also present with autism. This event will explore that link and endeavour to better inform those with responsibility for engaging with people with autism and/or those who are transgender. The seminar will feature input from academics and activists. It is being run as part of LGBT Awareness Programme and is open to all

**Clinical Effectiveness for the 21st Century Nurse**

***10am – 4pm Monday 13 June; Friday 7 Oct***

This workshop will invite participants to explore how to keep your practice safe to protect you and the patient through the lens of clinical effectiveness. It will cover what clinical effectiveness is and what it means to nurses in a very busy clinical environment versus what it means to the manager/organisation.

Participants will discuss the enablers and barriers to clinical effectiveness, why it’s important, identify the structures and processes available to nurses for safe practice and how clinical effectiveness impacts on our patients. It will be delivered by Shirley Johnston, Nurse educator and Open University Associate Lecturer

**Community Nursing 156 years on: still a leading light**

***10am – 4pm Friday 23 Sept***

This workshop will explore the inception of community nursing, how it has progressed - still great , still surviving - what were the strategies used to keep going and what do they look like in the new world of health. It will offer participants an opportunity to look at issues such as dealing with competing pressures, responding to change, improving morale and positively managing this service in the new era. It will be delivered by Shirley Johnston, Nurse educator and Open University Associate Lecturer

**Creating and Maintaining Support for Service Users and Professionals**

***10am – 4pm Friday 26 Feb ; Friday 11 Nov***

Emotional resilience is essential for workers in health and care services and the key to maintaining emotional resilience is interpersonal support. This workshop will provide the opportunity to understand a little of the psychodynamics of interpersonal support between workers and service users, and between colleagues in health and social care, and will also explore the ways in which interpersonal support can be built within groups of people. It will be delivered by Dugald McCullough, Open University Associate Lecturer

**Dementia – Core Skills**

***10am – 4pm Tuesday 22 March ; Thursday 27 Oct***

This course aims to provide members with an understanding of the clinical condition of dementia, explore a psycho-social approach to people with dementia and to consider the meaning of behaviours that challenges. It will apply to those working in acute, residential or homecare settings or those members who are caring for a family member with dementia. It will be delivered by Marilyn Beare, Open University Associate Lecturer

**Dementia and Learning Disability** (in partnership with ARC)

***10am – 4pm Thursday 21 April ; Tuesday 4 Oct***

This workshop will cover a range of aspects of dementia and how it relates to adults with a learning disability, including: what is dementia (concentrating specifically on how it affects everyday function for people diagnosed, using practical and experiential group activities), communication, difficult behaviours, meaningful activity, environmental modification/adaptation/design.  It will be delivered by Moira Scanlon, an Occupational Therapist working with adults with a learning disability & dementia. This workshop is open to UNISON and ARC members

**English & IELTS For UNISON Migrant Workers and Asylum Seekers & Refugees**

The general English class (2.30 – 4.30pm) is for those wishing to improve their English speaking and writing. The IELTS preparation class (5 – 7pm) is for those who require a level 7 in IELTS typically for NMC registration. You need to score at least 5 at the assessment to attend. Class delivered by Susan Good. Contact Nathalie Donnelly directly to register [N.Donnelly@unison.co.uk](mailto:N.Donnelly@unison.co.uk)

**Handling Complaints and Concerns**

***10am – 1pm Friday 4 March; Monday 12 Sept***

This half study day explores why and how staff, patients and others express dissatisfaction with a service.  Participants will examine the standards and frameworks for complaint handling and the roles of front line staff, complaints managers, as well as organisations such as RQIA and professional regulatory bodies. Participants will understand the importance of monitoring complaints, concerns and compliments and will also consider how staff can be supported in order to deal positively when faced with a complaint.  Special emphasis will be placed on developing effective communication skills relating to complaint management.   Dr Jane Wright has a background in accident and emergency nursing and is also a nurse educator

**Learning Disability and Behaviours that Challenge**

***10am – 4pm Thursday 16 June; Tuesday 15 Nov***

Trying to understand why some individuals behave the way they do can be very difficult, numerous theories explain behaviour change and support the use of different interventions to bring about modifications in behaviour(s). This Challenging Behaviour course will give staff groups a good understanding of why Challenging Behaviour(s) occurs and how they can promote positive behaviour and possibly change behaviours of those who display Challenging Behaviour(s). By the end of the course the participants will have identified common functions of particular behaviours, reviewed possible causes of Challenging Behaviour and identified ways to support clients to change behaviour(s) as well as being able to respond appropriately to emotional arousal in others. It will be delivered by John Fisher, a practitioner and trainer who also supports vulnerable adults in the community

**Medications – The Importance of Accuracy in Administration**

***10am – 1pm Tuesday 10 May; 6- 9pm Wednesday 23 Nov***

This workshop is for those who have responsibility for administering medication in acute, residential or home settings. It will explore the over arching policies and supporting legal documents which safeguard the patient and professional. Participants will have the opportunity to discuss case studies and learn from situations where there was poor medicine management. The workshop will highlight the five rights of medicine management and basic drug calculations. It will be delivered by Shirley Johnston, Nurse educator and Open University Associate Lecturer

**NMC Professional Accountability and Record Keeping**

***2 – 4.30pm Friday 4 March***

Although accountability is often perceived as being something to do with blame it is better defined as being able to account for one’s actions.  However, a practitioner may also be responsible for the actions of another if care was delegated inappropriately. This study day will examine the ways in which health care staff may be asked to justify their decisions.  It will include discussion on maintaining good electronic and hard copy records, understanding Data Protection, Freedom of Information and policy.  The day will also orientate participants to NMC regulation and explain Fitness to Practice proceedings.  It is targeted at nurses. It will be delivered by Dr Jane Wright who has a background in accident and emergency nursing, a nurse educator and a UNISON officer representing nurses facing Fitness to Practice issues.

**Palliative Care – An Introduction**

***10am – 4pm Thursday 2 June ; Thursday 24 Nov***

This one day workshop seeks to develop the knowledge, understanding and application of palliative care principles across a variety of care settings - community, care homes and hospital. By its nature palliative care encompasses physical, psychological, social and spiritual aspects of care to patients and their families. Linking these aspects to care delivery, the workshop will encourage those delivering care to reflect on current practice, and suggest ways in which future palliative care practice could be enhanced.  It will be delivered by Mary Hawthorne, Open University Associate Lecturer

**Palliative Care – Dealing with Emergencies**

***10am – 1pm Friday 13 May***

The aim of this half day session is to provide members with an understanding of palliative care emergencies; and to explore what constitutes an emergency and how this can be managed. It will introduce participants to the signs, symptoms and management of conditions such as hypercalcaemia, hemorrhage, superior vena cava obstruction, seizures and spinal cord compression. It is open to all staff who engage with patients in receipt of end of life care in acute, care home and home care settings. It will be delivered by Sue Foster, Lecturer in Palliative Care (NI Hospice)

**Palliative Care - Pain Assessment & Management**

***10am – 1pm Thursday 15 Sept***

The aim of this half day session is to enable participants to develop their understanding and skills in assessment and management of pain in patients with advanced progressive life limiting illness.  It is open to all staff who engage with patients in receipt of end of life care in acute, care home and home care settings. The session will be delivered by a Hospice Nurse Specialist (NI Hospice).

**Palliative Care -** **Talking about Death**

***10am – 1pm Thursday 12 May***

“People who are dying do not take on the persona of someone else, but die as themselves” (*Death and Dying,* The Open University). Quality of communication can define the experience of death, yet it appears to present many challenges. Taboos, language, traditions and expectations are a few of the issues which may shape an individual’s experience at the end of life. This session will explore how we communicate with people who are approaching the end of their life, and provide an opportunity to share our understanding and perspectives on this normal, but extraordinary, experience. It will be delivered by Aine MacNamara, Open University

**Promoting Good Stoma Care**

***6 – 9pm Tuesday 12 April ; Wednesday 23 Nov***

An increasing number of people in residential, home and acute settings are managing stomas. This workshop aims to give those who work with patients/clients with stomas a firm base on which to develop practice required for managing the complex needs of these patients. The workshop will look at different types of stomas, understanding the needs for different appliances, reasons for stoma formation, good skin management as well as problem solving and the impact of diet and lifestyle. It will be delivered by Maggie Ferguson, Stoma Nurse

**Recognition and Management of Sepsis**

***10am – 1pm Wednesday 25 May***

Sepsis is a common and potentially life-threatening condition triggered by an infection.  If not treated quickly, sepsis can eventually lead to multiple organ failure and death.  This workshop will focus on identifying early signs and symptoms and current management strategies for sepsis.  It is targeted at nurses, AHPs and health care assistants but open to any member. It will be delivered by Dr Gavin Lavery, ICU consultant and Clinical Director of HSC Safety Forum

**Reflection – Professional Necessity or Professional Chore**

***2 – 5pm Thursday 11 Feb; 6 – 9pm Thursday 11 Feb; 2 – 5pm Wednesday 23 Nov***

Reflection as a health or social care professional is an important dimension of developing your practice and is a portfolio requirement for registrants including for NMC revalidation. This workshop is targeted at nurses but open to any professional who wants to develop reflective writing skills. It will cover the key elements of reflection and how to articulate and explore your practice in a reflective way. The workshop will include a presentation, group work and an opportunity to practice writing. It will be delivered by Shirley Johnston, Nurse educator and Open University Associate Lecturer

**Revalidation & Portfolio Building**

***Derry 11am – 1pm or 2 – 4pm Tues 26 Jan; Belfast 10am – 12pm or 1.30 – 3.30pm Thurs 28 Jan***

***Dungannon Mon 1 Feb 11am – 1pm; Craigavon Mon 1 Feb 2.30 – 4.30pm;***

***Enniskillen Wed 3 Feb 11am – 1pm or 2 – 4pm; Coleraine 11am -1 pm Fri 5 Feb;***

***Antrim 2.30 – 4.30pm Fri 5 Feb; Newry 11am – 1pm or 2 – 4pm Tues 9 Feb***

The NMC now requires all registered nurses to undertake revalidation on a phased basis.  This workshop will prepare you revalidation, by explaining the procedure, the requirements and how you can ensure you comply.  It will cover completing the relevant documentation, for example, reflective pieces of work as well as presenting your portfolio of evidence.  It is only relevant to nurses and midwives. Dr Jane Wright who has a background in accident and emergency nursing, a nurse educator

**Supporting Yourself and Others**

**(Many of these courses have limited place due to their interactive nature)**

**Bereavement Awareness for Managers & Supervisors**

***10am – 4pm Monday 18 April; Tuesday 11 Oct***

This one day workshop is aimed at anyone that manages people. No matter how confident and competent a person is, dealing with bereaved people can sometimes create awkward and stressful situations which can be detrimental to the well-being of those struggling to cope with loss. This training ensures that people know how to provide a caring yet professional response whatever the situation surrounding the loss.  It will be delivered by Suzanne Quinn, CRUSE

**Coaching – An Introduction**

***10am – 4pm Monday 20 June***

Coaching is the modern manager's method of empowering staff; allowing staff to solve  problems, by drawing on their own personal resources to do so.  This one day introduction to Coaching will cover the basics of coaching and give you the opportunity to practice some effective, but simple coaching techniques. The workshop will look at some useful models and how to use these to support staff, encouraging a 'can do' attitude in yourself and in your team, that will not only develop all of your team, but help you to manage your time more effectively. You do not need any prior knowledge of coaching to join this session. It will be delivered by Shauna Kane, Quality Manager for ILM in Northern Ireland, with a background in consulting and coaching.

**Communicating Effectively to Support Staff in Cleaning & Catering Services**

***6 – 9pm Wednesday 9 March; Tuesday 8 Nov***

This evening workshop aims to enable cleaning and catering supervisors to look at how communication can support engagement with staff on a range of issues.  It will help participants to understand better how communication works, the pitfalls and how to improve your skills and why it breaks down. It will allow you to think about your own skills and explore the assertiveness model for effective communication.  It will be delivered by Deirdre Gunn

**Effective Communication: Strategies for Creating Clarity in the Workplace**

***10am – 4pm Thursday 26 May***

This session aims to enable participants to look at how communication can support engagement with staff on a range of issues.  It will help participants to understand better how communication works, the pitfalls and how to improve your skills and why it breaks down. It will allow you to think about your own skills and explore the assertiveness model for effective communication.  It will be delivered by Deirdre Gunn

**Emotional Intelligence in the Workplace - what helps and what hinders?**

***10am – 4pm Monday 10 October***

This interactive workshop will explore the role of emotions in the workplace. For any team or project to be successful and effective, human relations need to be positive and emotionally intelligent leaders are aware of how feelings can help or hinder productivity and morale. Sometimes feelings such as anger, resentment, envy, fear and lack of trust or acceptance can not only prevent people from performing to their optimum but can also sometimes lead to dysfunctional behaviours such as resistance which may block progress in service delivery or development. Often these unproductive feelings are ‘acted out’ without conscious awareness and problems arise when the emotional intelligence of staff is perhaps under-developed. With this in mind, the workshop will highlight typical scenarios that can occur and how to address the impact of emotions in the workplace. It will be run by Robin McRoberts from the Open University.

**Everyone Can Be a Leader**

***10am – 4pm Thursday 28 Jan***

People may believe that leadership can only be provided on a ‘top-down’ basis by those in formal positions of authority. This interactive one-day workshop explores current thinking in relation to distributed or shared leadership which suggests that staff at all levels can provide leadership horizontally, even though this may be done on an informal basis. In an increasingly complex health and social care sector, leadership that is provided only on a vertical, hierarchical manner from the appointed leaders has considerable limitations. Working to set organisational or team goals, it is argued that service quality is more likely to be delivered when all members of a team share leadership responsibility, particularly in relation to their own area(s) of expertise. The workshop will examine the key skills, attitudes and culture that will enable the development of a distributed leadership approach. It will be run by Robin McRoberts, Open University.

**Foundations of Personal Strength and Resilience**

***10am – 4pm Monday 14 March ; Friday 9 Sept***

This one day workshop aims to enhance your confidence, courage, enjoyment and commitment to be true to yourself and positive action in the work place by: providing a practical skills step by step tool kit for you to use in and beyond this workshop to identify and support your unique strengths and action, to stop any erosion now, restore your foundations and grow through tough challenges. It will offer you the latest evidence / research on resilience in pictures and words including the science of the brain and voluntary and involuntary nervous system. Giving you examples from real life locally and from other cultures internationally to explore and learn from in small and large group activities and reflection, it invites you to explore and learn together from live situations you face in a safe, challenging and enjoyable way. It will be delivered by Rosie Burrows BACP, SEP, PhD Resilience and Trauma Specialist

**Getting Stuff Done:  How to be More Productive & Stay Sane**

***10am – 4pm Tuesday 15 Nov***

We have all been to workshops which promised to show us ways of working faster and more productively. But as we know all too well, these don’t really work, or at least not for long. This workshop will instead focus on the underlying principles behind good work habits and how these can enable you to prioritise your work and get things done. Drawing on the ideas of Franklin-Covey and David Allen, this workshop will also identify a number of practical actions that you can take  which will support these principles and make you feel like you are in control of your work again. It will be delivered by Helen Evans from the Open University

**Managing Difficult Conversations**

***10am – 4pm Tuesday 16 Feb***

Interaction with other people is a normal day to day activity but how can you most effectively manage more complex scenarios. Shauna Hughes, CEO at EyeChange Consultancy, will share her expertise, equipping delegates to feel more confident about how to conduct and manage difficult conversations. Best practice workplace advice will be explored using, in part, real life scenarios. As a master NLP practitioner, Shauna will explore the use of language and you will learn how to spot when a conversation is heading towards confrontation and how to diffuse the situation using language. Body language cues will also be discussed. It will be delivered by Shauna Hughes, CEO Eye Change Consultancy

**Mindfulness – An Introduction**

***10am – 4pm Monday 9 May ; Friday 23 Sept***

The practice of mindfulness emphasises listening to, observing and acknowledging emotional experiences and enables people to develop a more finely tuned awareness of their inner experiences and to cultivate an improved regulation of their emotional responses.  There is a growing research base indicating its efficacy to promote physical, psychological and emotional wellbeing.  It has been used to treat a range of problems including the management of mood disorders, chronic pain, arthritis, sleep disturbance, stress, chronic fatigue and professional burnout.  It will be delivered by Monique Harte & Greg Kelly, University of Ulster, OT Dept

**Mindfulness – Advancing Practice**

***10am – 4pm Mondays 28 Nov & 5 Dec***

This two day workshop explores the growing evidence base the use of Mindfulness-Based Stress Reduction (MBSR) and Mindfulness-Based Cognitive Therapy (MBCT) in relieving physical pain and emotional suffering.   Participants will be supported to begin their own mindfulness practice and to develop their own knowledge and skills of mindfulness based approaches in health care.   Participants will be facilitated to skill share and consider strategies for the application of mindfulness within their individual work place.   Participants must have completed an introductory mindfulness course to book on this workshop, as it will assume a working knowledge of mindfulness.  It will be delivered by Monique Harte and Greg Kelly, University of Ulster OT Department

**Mindfulness Practice for Health and Care Workers**

***10am – 1pm Tuesday 14 June***

"Please put your own oxygen mask on before helping others."  Every flight attendant provides a simple yet profound teaching for those of us who work in health and social care - to be truly helpful to others we must begin with care for ourselves.  Only when we develop greater awareness, steadiness of mind and self compassion, can we extend these qualities to the people we would help.  Many people have found mindfulness practice to be of significant benefit in supporting the development of these personal qualities. This half day session is designed for health and care workers, professionals and family carers who already have some experience of mindfulness, and who wish to renew or strengthen their practice. You may already have some inkling that mindfulness can help avoid burnout and compassion fatigue, and you may already have a sense that it can help deepen your awareness, emotional balance and compassion for self and others.   If so, this morning of mindfulness training is designed to help you re-invigorate and re-connect with your own mindfulness practice. It will be delivered by Dugald McCullough, Open University

**Power of Positive Thinking**  

***6 – 9pm Wednesday 9 March ; Tuesday 8 Nov***

Has your get up and go got up and gone? This evening course is refreshing and interactive. You will learn how to motivate yourself and your staff.  Learn the secrets of achievement and the power of positive thinking.  Refocus, be focused and see the results.  The course would be beneficial to participants on an individual basis and also in a management role. This course is delivered by Keith Latimer - Life Coach and NLP Practitioner

**Presentation and Public Speaking Skills**

***10am – 4pm Thursday 13 Oct***

This workshop is designed for people who lack confidence and/or skills in speaking in public situations. It is entirely skills focused and participants will have the opportunity to make a brief presentation (putting what you have learned into practice) and receive feedback in a constructive and safe environment.  It is delivered by Helen Evan, Open University

psychology, Brendan Mc Conaghy physio, Diane Keys occupational therapist and my Trainees Richard Black and Denise Connolly.

**Role of Occupational Health in Promoting Staff Wellbeing**

***10am – 1pm Thursday 16 June***

The Occupational Health service has a key role to support staff to return to and stay engaged in the workplace. New challenges include an aging workforce, higher levels of mental ill health and an increase in staff with disabilities and chronic conditions. This workshop will consider how Occupational Health interacts with staff, managers and trade union representatives to ensure that the sometimes conflicting situations can be resolved. Including case studies and best practice examples it will explore the role which Occupational Health can play which is both preventative and responsive. It is for UNISON workplace reps, HR and members who manage others. It will be delivered by Dr Martin Tohill, Consultant in Occupational Medicine, Belfast Trust along with members of his team covering physio, psychology and OT

**Resilient Leadership**

***10am – 4pm Friday 4 Nov***

This workshop aims to enhance confidence, commitment, values and skills in Resourceful and Resilient Leadership that uses both strengths and vulnerabilities of self and others creatively and compassionately in the workplace. It provides a practical skills step by step tool kit for you to use in and beyond this workshop to identify and support your unique strengths as a Resilient Leader, to explore both strengths and vulnerability and to grow through tough challenges. It will offer you the latest evidence / research on resilient leadership in pictures and words including the science of the brain, nervous system and emotional intelligence when under fire. In addition it will explore summary evidence of the values, qualities and competences of true and authentic leadership no matter where you are positioned.

**Suicide Awareness & Prevention**

***10am – 4pm Saturday 14 May ; Tuesday 11 Oct***

This is a one day workshop which aims to give participants an understanding of the issues around suicide, why people consider it, risk factors, why someone may not ask for help, how to communicate safely with someone at risk; and support networks.  This is open to any member who has an interest from a professional or personal perspective.  It is delivered by PIPS, Belfast

**Supporting Staff Through Difficult Times**

***10am – 4pm Monday 6 June***

This interactive one-day workshop is aimed at staff who support others in a management, supervisory or mentoring role. Unanticipated and sometimes devastating life events may occur ‘out of the blue’ such as separation and divorce, chronic illness, unexpected loss etc. These difficult times can cause significant disruption to people, not only in their personal lives, but also in terms of their adjustment to work, not least of all extended sickness leave. The workshop will explore some of these events, their impact on employees and how best managers, supervisors and mentors can get alongside staff to support them through such crises and help them to return to optimum work performance. Research suggests that such support not only reduces absenteeism but also tends to enhance staff affiliation to their employer thereby increasing productivity and commitment. The workshop will be run by Robin McRoberts from the Open University.

**Non UNISON Courses in the North West**

There are a range of providers in the North West offering some great courses, so rather than compete for learners, we are encouraging members to access what is already there.

**The Clear Project** offers a range of courses free in the North West including Mental Health First Aid, Safe Talk, Self Harm Awareness and Working with people affected by alcohol and drug misuse. These courses are targeted at people who are involved in the community/voluntary sector or volunteer in any local community, church, youth group etc You can get information on courses through <http://www.clearproject.co.uk/> or ring 028 7138 3386

If you work for the **Western Trust**, their Health Improvement Team run a wide range of mental health, resilience, nutrition, breastfeeding, drug and alcohol, get active type courses. These courses are sometimes available to those in the community and private sector. <http://www.westerntrust.hscni.net/HealthyLiving.htm> or ring 028 7186 5127

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**Education Team Contact** [**EducationNI@unison.co.uk**](mailto:EducationNI@unison.co.uk) **or Tel 028 90270190**

**Fidelma Carolan,** Regional Organiser (Education & Lifelong Learning)

**Norma Neal** (part time admin)

**Tracey Bryson** (part time admin)

**Some Other UNISON Member Benefits** [**www.unison.org.uk/for-members**](http://www.unison.org.uk/for-members)

You will need to quote your membership number – which you can get from our

Belfast office 028 90270190

* Advice and representation on all workplace issues
* Legal services including employment, personal injury and non work related
* Free legal will – ring 0800 0857857 and they will send you a form
* 10% discount on some Open University modules [www.open.ac.uk](http://www.open.ac.uk)
* Discount with Abbey Insurance (car, home, holiday) 0870 6055222
* Nicholl Oils – price match guarantee and 1p off standard price per litre 08000 224422 [www.nicholloils.com](http://www.nicholloils.com)
* Discounts on travel, eyecare, insurance, mortgages
* A charitable welfare fund and debt advice line 0800 389 3302 (open 24/7)
* Book grants
* Independent financial advice from Lighthouse Financial Services
* Grants for members on low income for school uniforms (June) and winter fuel scheme (Jan)
* Monthly face to face immigration legal advice clinics Contact [N.Donnelly@unison.co.uk](mailto:N.Donnelly@unison.co.uk) for appointments
* Self organised groups – to get regular information and updates
  + Lesbian, gay, bi & trans members – contact Fidelma [F.Carolan@unison.co.uk](mailto:F.Carolan@unison.co.uk)
  + Black & migrant worker members - contact Nathalie [N.Donnelly@unison.co.uk](mailto:N.Donnelly@unison.co.uk)

UNISON in Northern Ireland has 40,000 members across health and social care, education and the community/voluntary sector and 1.3 million members across the UK

**Not yet in UNISON ring 028 90270190 for a form or join online** [**www.unison.org.uk/join**](http://www.unison.org.uk/join)

**UNISON Course Application Form**

**(All sections must be completed)**

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| **NAME** |  |
| **HOME ADDRESS** |  |
| **POST CODE** |  |
| **EMAIL (S)** |  |
| **MEMBERSHIP NUMBER OR NATIONAL INSURANCE NUMBER** | **Membership:** |
| **National Insurance:** |
| **TELEPHONE NUMBER (S)** |  |
| **WORKPLACE /EMPLOYER** |  |
| **JOB ROLE** |  |

**I am interested in booking a place on the following courses:**

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| **COURSE NAME** | **DATE** |
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**Please return to Education team, UNISON, Galway House, 165 York St, Belfast BT15 1AL**

**or email to** [**educationni@unison.co.uk**](mailto:educationni@unison.co.uk).  **All courses are free and refreshments are provided but there is no travel allowance. For information on the course you can email** [**educationni@unison.co.uk**](mailto:educationni@unison.co.uk) **or ring UNISON 02890-270190 and ask for the Education team.**