

# HCT NEWSLETTER

## Progressive, Innovative & Interactive Training

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### Main Article

FETAC are currently putting in place a new comprehensive suite of awards that will be available to all FETAC Centres throughout Ireland. By 2014 all FETAC awards will be part of this new system and will need to be Validated by FETAC in order for a centre to accredit the programme, this will create better standards to programmes offered by centres and will enable participants to better plan, access, transfer and progress of programmes they attend. The first change you will see is in December 2011 all level 3 programmes will be deactivated and FETAC centre's will only be able to offer the new suite of common awards at Level 3. For more information on this programme please contact our office on 056 7712755.

HCT will be launching more programmes in September please watch this space



Our Claire

### Latest News

- HCT are running Train the Trainer FETAC Level 6 in Kilkenny in August for €600, Dates 20th, 27th August, 3rd, 10th, 17th, 24th September.
- HCT has started using FETAC New FBS system, this is more user friendly and will save a lot of time in the further.
- FETAC are launching 300 Major awards, 3000 minor awards and 5 special purpose awards under there new common awards system which will be available to all FETAC Centres.
- FETAC will be opening again on the 10th September for Octobers Certification 2011, HCT have estimated that we will have 1000 Certificate's to process.
- All FETAC Certificates have now been issues for last certification period.

### Special Offers

- Book 13 participants on any 5 day horticulture related programme to run in September and receive a 25kg bag of daffodil bulbs.
- 50/50 HCT allows all participants an option to pay 50% of your programme up-front and the balance of 50% mid way through your programme.
- "Win a Free Programme," For a chance to win our monthly free draw, please log on to our website [www.hughestraining.ie](http://www.hughestraining.ie) and enter your details.

### Tips

According to Albert Mehrabian there are 3 elements to communications these are:

- 7% of meaning words that are spoken, 38% of meaning is the tone of voice we use, 55% of meaning is in facial expression

According to Manpowers research on "Are there days of the week productivity Effects," By Alex Bryson and John Forth:

- Wednesday are the most productive.

Did you Know:

- One in 3 accidents are caused by manual handling. NOTE: Make sure all employees have attended a manual handling programme.

### Recruitment

HCT are currently recruiting for a number of tutors to work nationwide. All tutors recruited will need to have a minimum of FETAC Level 6 in Train the Trainer or equivalent and experience in the industry they wish to tutor in. If you know of any tutors interested in working with HCT on a contract basis, please refer them. HCT are running Tutor induction days every week in their head office, for more information please contact our office on 056 7712755 and speak with Claire.

### Success Story

We would also like to congratulate Claire our Training Co-ordinator for winning employee of the month for her excellent work co-ordinating programmes. Claire has been working with HCT for the past seven months. HCT has had there busiest recorded month, well done to all involved and thank you for your help.

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