

Training Programme January - June 2020

Locations: Springfield Charitable Association (SCA): 27 Clonard Crescent, Belfast, BT13 2QN. Advice NI: Forestview, Purdy's Lane, Belfast, BT8 4AR.

MONTH	COURSE TITLE	LOCATION	DATE/TIME	DURATION
JANUARY	Wiseradviser: Skills for Effective Advocacy	SCA	20th (10am-4pm)	1 day
	Quality Case Recording and NIAQS Quality Assurance Processes	SCA	22nd (10am-2pm)	½ day
	Level 3 Certificate in Independent Advocacy - Induction and Mandatory Unit 301	SCA	23rd (10am-4pm)	Day 1 of 8
FEBRUARY	Level 2 Award in Independent Advocacy	Advice NI	4th & 11th (10am-4pm)	2 days
	Wiseradviser: Supervision: Essential Skills and Best Practice	Advice NI	10th (10am-4pm)	1 day
	FREE: (Advice NI Members Only) NIAQS Assessor Workshop	Advice NI	12th (10am-2pm)	½ day
	A Guide to Universal Credit (Level 3 Endorsed Course)	Advice NI	18th & 25th (10am-4pm)	Day 1-2 of 3
	Adviser NI - Level 4 Certificate in Providing Social Security Advice	Advice NI	19th & 26th (9.30am-4.30pm)	Day 1-2 of 10
	Level 3 Certificate in Independent Advocacy - Mandatory Unit 302	Advice NI	20th (10am-4pm)	Day 2 of 8
	NEW: Working with Vulnerability as an Adviser	Advice NI	21st (10am-4pm)	1 day
	Wiseradviser: Dealing with Rent Arrears	Advice NI	24th (10am-4pm)	1 day
MARCH	FREE: Universal Credit Awareness	Advice NI	28th (10am-1pm)	½ day
	A Guide to Universal Credit (Level 3 Endorsed Course)	Advice NI	3rd (10am-4pm)	Day 3 of 3
	Adviser NI-Level 4 Certificate in Providing Social Security Advice	Advice NI	4th & 18th (9.30am-4.30pm)	Days 3 & 4 of 10
	NEW: Child DLA and Carers' Benefits	Advice NI	6th (10am-4pm)	1 day
	Wiseradviser: Advanced Mortgage Possessions	Advice NI	9th (10am-4pm)	1 day
	Level 3 Certificate in Independent Advocacy - Mandatory Unit 303	Advice NI	12th (10am-4pm)	Day 3 of 8
	Triage Skills for Advice	Advice NI	13th (10am-1pm)	½ day
	Safer Lone Working	Advice NI	20th (10am-1pm)	½ day
	NEW: Understanding Consumer Law for Advisers	Advice NI	24th (10am-4pm)	1 day
	Quality Case Recording and NIAQS Quality Assurance Processes	Advice NI	25th (10am-2pm)	½ day
	NEW: Understanding Employment Law for Advisers	Advice NI	27th (10am-4pm)	1 day
Wiseradviser: Introduction to Providing Debt Advice	Advice NI	30th (10am-4pm)	Day 1 of 2	
NEW: Understanding Disability Rights for Advisers	Advice NI	31st (10am-4pm)	1 day	
APRIL	Adviser NI - Level 4 Certificate in Providing Social Security Advice	Advice NI	1st, 8th & 22nd (9.30am-4.30pm)	Days 5-7 of 10
	Level 3 Certificate in Independent Advocacy - Mandatory Unit 304	Advice NI	2nd (10am-4pm)	Day 4 of 8
	NEW: Understanding State Pensions for Advisers	Advice NI	3rd (10am-1pm)	½ day
	Wiseradviser: Introduction to Providing Debt Advice	Advice NI	6th (10am-4pm)	Day 2 of 2
	NEW: Social Media - How to Grow your Online Audience	Advice NI	7th (10am-1pm)	½ day
	NEW: Understanding GDPR for Advisers	Advice NI	21st (10am-4pm)	1 day
	FREE: (Advice NI Members Only) NIAQS Assessor Workshop	Advice NI	22nd (10am-2pm)	½ day
	Research & Referencing Skills for Advisers	Advice NI	24th (10am-1pm)	½ day
	Wiseradviser: Good Practice Dealing with Debt	Advice NI	27th (10am-4pm)	1 day
	NEW: Understanding GDPR for Advice Organisations	Advice NI	28th (10am-4pm)	1 day
	Level 3 Certificate in Independent Advocacy - Mandatory Portfolio Day	Advice NI	30th (10am-4pm)	Day 5 of 8
MAY	NEW: Challenging Social Security Decisions and Better Advocacy	Advice NI	1st (10am-4pm)	1 day
	Wiseradviser: Negotiation and Communication Skills for Debt Advisers	Advice NI	4th (10am-4pm)	1 day
	FREE: (Advice NI Members Only) Advice Pro Refresher	Advice NI	5th (10am-1pm)	½ day
	Adviser NI - Level 4 Certificate in Providing Social Security Advice	Advice NI	6th, 13th & 27th (9.30am-4.30pm)	Days 8-10 of 10
	Level 3 Certificate in Independent Advocacy - Optional Unit 307	Advice NI	7th & 14th (10am-4pm)	Days 6 & 7 of 8
	NEW: Universal Credit – Supporting Clients to Make and Maintain Claims (Online and Offline)	Advice NI	8th (10am-4pm)	1 day
	NEW: Effective Presentation Skills	Advice NI	11th (10am-1pm)	½ day
	Universal Credit One Day Intensive Training for Advisers	Advice NI	12th (10am-4pm)	1 day
	Social Security Benefits for EEA Nationals	Advice NI	15th (10am-1pm)	½ day
	Wiseradviser: Individual Voluntary Arrangements- The Essential Guide	Advice NI	18th (9.30am-12.30pm)	½ day
	Wiseradviser: Bankruptcy- The Essential Guide	Advice NI	18th (1pm-4pm)	½ day
	NEW: Applying Human Rights Principles to your Advice Work	Advice NI	19th (10am-4pm)	1 day
	Level 3 Certificate in Independent Advocacy - Optional Unit 308	Advice NI	21st & 28th (10am-4pm)	Days 6 & 7 of 8
	NEW: Understanding Student Finance for Advisers	Advice NI	22nd (10am-4pm)	1 day
	Introduction to Tendering	Advice NI	25th (10am-4pm)	1 day
	Quality Case Recording and NIAQS Quality Assurance Processes	Advice NI	27th (10am-2pm)	½ day
	NEW: Supporting the Development of an Individual's Financial Capability (Level 3 Endorsed Course)	Advice NI	29th (10am-4pm)	1 day
JUNE	Wiseradviser: DRO Intermediaries and Complex Cases	Advice NI	1st (10am-4pm)	1 day
	Social Policy Training: A Beginner's Guide	Advice NI	2nd (10am-1pm)	½ day
	Representing Clients at Social Security Tribunals (Level 4 Endorsed Course)	Advice NI	3rd, 10th & 17th (10am-4pm)	3 days
	Level 3 Certificate in Independent Advocacy - Optional Unit 309	Advice NI	4th & 11th (10am-4pm)	Days 6 & 7 of 8
	NEW: Writing Reports in Advice Pro	Advice NI	9th (10am-1pm)	½ day
	NEW: Universal Credit – Common Problem Areas and Challenges	Advice NI	12th (10am-4pm)	1 day
	Wiseradviser: Tailoring Advice- Strategies and Options for Dealing with Debt	Advice NI	15th & 22nd (10am-4pm)	2 days
	NEW: Understanding Mental Health Rights and Entitlements for Advice Work	Advice NI	17th (10am-4pm)	1 day
	NEW: Understanding Healthcare Rights and Entitlements for Advice Work	Advice NI	19th (10am-4pm)	1 day
	FREE: (Advice NI Members Only) NIAQS Assessor Workshop	Advice NI	24th (10am-2pm)	½ day
	Level 3 Certificate in Independent Advocacy - Mandatory Portfolio Day	Advice NI	25th (10am-4pm)	1 day
	NEW: Understanding Education Rights and Entitlements for Advice Work	Advice NI	26th (10am-4pm)	1 day
NEW: Understanding Housing Rights and Benefits for Advice Work	Advice NI	30th (10am-4pm)	1 day	

Training Programme

January - June 2020

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- Wiseradviser - Boost Your Own Development
- Wiseradviser - Selecting Appropriate Advice Methods and Tools (NI)
- Wiseradviser – Get Started with the Common Financial Statement: A How To Guide for Advisers
- Wiseradviser – Standard Financial Statement
- Wiseradviser - Debt Relief Order Approved Intermediary: The First Steps (NI)
- Wiseradviser - CASHflow: How to Use the Tool Effectively
- Wiseradviser - How to Deliver Money Advice by Email (NI)
- Wiseradviser - Credit Referencing: The Essentials
- Wiseradviser - Getting to Grips With Your Personal Caseload (Scotland and NI)
- Wiseradviser - FCA: The Impact on Consumer Credit Regulation So Far (NI)
- Wiseradviser – Understanding & Supporting Clients in Vulnerable Circumstances (NI)
- Wiseradviser – Consumer Credit Act (CCA) NI
- Wiseradviser - Introduction to Income Maximisation
- Wiseradviser – Introduction to Student Loans (Coming Soon)

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