

WorkWorld

Adult & Community Learning

FLEXIBLE SHORT COURSES TO HELP BUILD YOUR CONFIDENCE OR SUPPORT YOU INTO WORK OR FURTHER LEARNING.



OUR COURSES:

PERSONAL DEVELOPMENT AND WELLBEING

Health and Wellbeing

Gain an understanding of health and wellbeing, while building your confidence and self-esteem. [Read more.](#)

Building Your Confidence (Entry Level 2)

Learn how to set clear goals, improve your confidence, and overcome barriers. [Read more.](#)

Improving Your Confidence (Entry Level 3)

Develop their personal and social skills and set realistic and achievable future goals. [Read more.](#)

Mental Health Awareness (Level 1)

Raise your awareness and understanding of a variety of mental health conditions. [Read more.](#)

DIGITAL AND IT SKILLS

Know IT Digital Skills (Beginners)

Develop basic IT skills to support you with your day-to-day activities. [Read more.](#)

Essential Digital Skills (Entry Level 3)

Improve your digital skills in key areas to help you to use computers and smart devices. [Read more.](#)

Digital and IT Skills (Level 1)

Explore key areas to develop the skills to use computers and smart devices confidently. [Read more.](#)

Digital and IT Skills (Level 2)

Extend your digital skills and build your understanding of core areas of the digital sector. [Read more.](#)

Contact our WorkWorld Team to find out more!



St Helens College

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EMPLOYABILITY AND INDUSTRY BASED

Preparing for Work - Employability Skills (Level 1)

Develop skills to create a professional CV, complete successful interviews and apply for jobs. [Read more.](#)

Preparing for Work in Business Administration (Level 1)

Explore key business administration functions, relevant to a range of working environments. [Read more.](#)

Preparing for Work in Customer Service (Level 1)

Learn the skills to deliver excellent customer service in a customer facing environment. [Read more.](#)

Preparing for Work in Hospitality (Level 1)

Develop the knowledge, skills and resilience to work successfully in the hospitality sector. [Read more.](#)

Preparing for Work in Retail (Level 1)

Explore the principles of key retail operations while delivering excellent customer service. [Read more.](#)

Preparing for Work in Facilities and Cleaning (Level 1)

Gain valuable practical skills needed for a career in the facilities and cleaning sector. [Read more.](#)

Preparing for Work in Warehousing and Storage (Level 1)

Learn how to work safely and competently in a variety of job roles within this industry. [Read more.](#)

Preparing for Work in Health and Social Care (Level 1)

Develop a deeper awareness and understanding of a range of job roles within this sector. [Read more.](#)

We also offer these courses as a Sector-based Work Academy Programme (SWAP), working in partnership with many local employers who have job opportunities available and guarantee learners an interview on completion of the course.

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