

Description of institution

Name of organization (In native language): Cavan Institute

Name of organization (In English): Cavan Institute

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Please specify your activities: Cavan Institute is a public provider of nationally and internationally accredited vocational training and further education courses. Located in the border/midlands region, an Objective 1 disadvantaged region, in the Republic of Ireland, the region has undergone considerable political and economic changes in the past number of years. In meeting the increased demand for training the Institute has been conscious of its stated objective of improving the quality of accredited training and increasing the progression routes to further studies and employment for students from throughout the region and this has formed the basis for its involvement in the Lifelong Learning Programme.

Since its inception in 1985, enrolment at Cavan Institute has increased every year, from 80 students in 1985 to its current enrolment of approximately 1300 students, with the result that it is one of the largest providers of FE in the country. Staff numbers have grown from 5 to nearly 100 employees. The part-time enrolment at Cavan Institute has also grown in the past 5 years with an increase of over 300% in student enrolments.

Currently the Institute offers over 60 courses in a diverse range of areas. For full details on the range of courses we offer please visit www.cavaninstitute.ie The academic structure of the Institute for the provision of full-time courses is reflected in the 5 distinct schools

- School of Beauty Therapy and Hairdressing
- School of Business and Administration
- School of Caring Services
- School of Computing and Engineering
- School of Services, Leisure and Tourism

Part-time provision is managed through the School of Lifelong Learning. All schools are managed by a senior manager at Assistant Principal level. The majority of the courses on offer are accredited by the Further Education and Training Awards Council (FETAC) (www.fetac.ie). Other international bodies provide accreditation for courses at the Institute. All courses at the Institute are either placed or aligned on the Irish Framework of Qualifications (www.nfq.ie). Courses are 1 year (level 5) in duration with the option in some areas of a Year 2 course (level 6).

Cavan Institute has been to the forefront in the development of accredited training to meet the needs of the FE/VET sector. As a FETAC centre of excellence Cavan Institute has been innovative in the development and delivery of new awards and in the management of the processes within the FE sector. It meets the same high quality assurance standards for other awarding bodies including Edexcel (BTEC) and CACHE (CACHE designs courses and qualifications in the care and education of children and young people.) Close liaison with employers in order to meet their needs has been a hallmark of the work undertaken at the Institute in recent years.

Further Education courses at Cavan Institute provide progression routes to other study options as well as worthwhile qualifications for entry into the workforce. Every course contains a focus on communications skills and an element of work placement which enables students to gain a real insight into what a particular career area is like. Work Placement forms an integral and certified part of all courses provided at Cavan Institute. Cavan Institute has an extensive policy and set procedures in the management of its work experience, work placement and industry placement programmes. This policy includes the management of placements within the Lifelong Learning Programmes and has been developed as a result of its experiences of both hosting and sending participants on placements within the Lifelong Learning programme. In addition to an emphasis on the development of vocational skills the vast majority of courses also contain a significant element of ILT/ICT training.

The student profile ranges from 18 years old to 70 seventy years with educational qualifications on entry ranging from no formal qualification through to Leaving Certificate and degree level qualifications. Students of all abilities are accepted onto courses. With a student body drawn from the surrounding counties of the Border, Midlands and Western (BMW) region, most of which is classified as disadvantaged/Objective 1 the student cohort comes from diverse age, socio-economic and geographical sectors.

Planned project

Short description of the planned project: Seeking partners in Call Center Operations Training and also in Teleservices Training

Description of partners

Tasks of the partner in the project: The following are SOME of the tasks we would seek our partner to provide;

To provide an overview of the training provision in this vocational area

To permit classroom observations for both theoretical and practical vocational sessions

To arrange discussions with appropriate vocational tutors and managers on qualifications/delivery and assessment methods

To allow for the observation of the use of ILT and other innovative/creative pedagogical methods

To arrange discussions on embedding entrepreneurship and sustainable development principles into existing curriculum

To arrange visits to local employers eg crèches, kindergartens, call centres, where the visit is being undertaken by childcare vocational tutors to see in-situ examples of good practice

To arrange visit(s) to local government agencies/statutory bodies for wider vocational policy awareness/recourses

To arrange a visit to receiving partner library/resource centre to examine potential alternative resources for use at Cavan Institute

To arrange a visit(s) to local SMEs to observe training in practice

In arranging the visit we would require the host partner

- To develop a comprehensive plan for the duration of the project
- To provide a list of recommended local travel and accommodation details and assist in the organisation of same
- To organise orientation session for participants on morning of arrival
- To provide documentation and assessment of the project as required by the partner
- To disseminate the project through information activities.
- To participate in the dissemination and evaluation processes
- To collaborate with Cavan Institute in the completion of EuroPass Mobility documentation and other documents required by Co Cavan VEC