

PEOPLE DEVELOPING PEOPLE

Higher Certificate in Business,
Social Enterprise, and Community Development

Learn how to Lead, Develop, Manage and Administer
Communities, Enterprises and People



 **EQUAL**
IRÉLAND

 **Ait**
Institiúid Teicneolaíochta
Bhaile Átha Luain
Athlone Institute
of Technology

PROGRAMME OVERVIEW

This is a part-time distance learning programme, designed to provide learners with the opportunity to achieve a QQI Level 6 award via flexible delivery methodologies and incorporating self directed, on-line, workshop, enterprise and community based learning. You will be introduced to a range of generic skills applicable in a social, commercial or community enterprise setting. Learners will have the opportunity to explore and develop their interest in the fields of business, social enterprise and community development and so enhance their competencies towards becoming effective administrators in these areas. A particular objective of EQUAL Ireland is the development of our participants so that they become accomplished self-directed, independent learners.

IN SUMMARY....

- QQI Level 6 Award
Athlone Institute of Technology
- Local Delivery
- 18 to 24 Months
- Learning assessed via assignments
- No Exams
- 10 Modules
- Workshops for each Module
- Enhanced Employment Opportunities
in Business, Social Enterprise and
Community.
- Total cost is €2,000 (Phased Payment
System is available)

THE PROGRAMME

Higher Certificate in Business, Social Enterprise and Community Development

ENTRY REQUIREMENTS:

People are required to have successfully completed either:

- The EQUAL Ireland Essential Skills Certificate or its equivalent
- A Recognition of Prior Learning Portfolio (RPL)

Our Recognition of Prior Learning (RPL) process for which EQUAL Ireland provides 'one to one' assistance to those who wish to enter the programme via RPL. If you think this entry method might best suit your circumstances, please do ask.

DELIVERY:

Is over 18 to 24 Months approx through an online blended learning methodology including attendance at one day workshops for each module. As a result of the Covid 19 Pandemic EQUAL Ireland's goal of achieving the capacity to deliver this programme completely On Line, and to acceptable academic standards, is progressing steadily. So if this delivery method better suits your circumstances, then do please ask us for an update?

ASSESSMENT:

Assessment is by continuous assessment in applied project form.

AWARD:

An AIT QQI Level 6.

PROGRESSION:

Is to a BA in Business, Social Enterprise and Community Development then a BA (Hons) in Business, Social Enterprise, Leadership and Management and then an MA in Cooperative Enterprise with UCC.



PROGRAMME CONTENT

Effective Study Skills 10 Credits

The aim of the module is to equip participants with learning and study techniques and the skills and knowledge required to enable them both to appreciate their prior learning and to become effective, self directed & independent lifelong learners.

Office and Financial Management 10 Credits

The aim of this module is to introduce the learner to the fundamentals of Business and Financial Administration..

Campaigning and Media Skills 10 Credits

This module aims to provide the learner with introductory skills in media, campaigning organisation, communications, campaigning, lobbying and public relations.

Ireland and EU Governance 15 Credits

The aim of this module is to provide the participant with an understanding of the development, governance institutions, structures, decision making processes, project funding arrangements and the role of the EU and Republic of Ireland Citizen.

Organisation Management 15 Credits

The aims of this module are to familiarise the participant with the nature and evolution of management thought; the management systems, policies and procedures that are required in the modern enterprise or community organisation; the main components of the development of the Irish economy and to enable the student to acquire the key skills involved in business accounts and finance.

Information & Communication Technology 10 Credits

This subject aims to introduce the learner to the concepts of computer hardware and software and the networking of computers and commonly used computer applications.

Community Development 10 Credits

This module aims to develop an understanding of the theory and practice of community development and the role and work of the typical community development officer/worker.

Communications 15 Credits

The aim of this module is to enhance the learner's development of interpersonal communication skills and to enable the learner to apply communications strategies and solutions in a variety of community and business contexts.

Entrepreneurship, Innovation & Market Orientation 15 Credits


The aim of this module is to introduce the participant to entrepreneurship, innovation & related marketing theory & practice in business, social enterprise and community settings.

Introduction to Psychology in the Workplace (Elective) 10 Credits

The aim of this module is to provide the student with a firm grounding in the perspectives and applications of psychological theory in organisational settings in enterprise and/or community settings.

Applied Sociology 10 Credits

Consideration of Ireland as a mix of groupings of people, why they are together; why Irish society is structured as it is, why some groups are weak and others strong and the interventions and studies that relate to these conditions.

A woman with short brown hair, wearing a white collared shirt and a dark blue vest, is smiling and pointing upwards with her right hand, holding an orange pen. She is in a classroom or meeting setting, with other people blurred in the background.

THIS COULD BE FOR YOU IF YOU ARE.....

A Graduate of EQUAL Ireland's Essential Skills Certificate Programme

A Learner who would like to attain a BA (Hons) in Business, Social Enterprise, Leadership & Management

A Community Activist, Volunteer or Workplace Representatives especially where this award could improve your employment chances with the organisation involved

An Entrepreneur or Innovator who wants to establish a successful private or social enterprise

A person involved in or wanting to become involved in Rural Regeneration or Community Development.

“What kind of a job will I get with this qualification?”

is one of the most frequent and persistent questions asked at EQUAL Ireland Information Sessions. The straightforward answer is that “this Higher Certificate programme will provide you with a practical and theoretical foundation on which to successfully apply the transferable and generic business, community, leadership and management skills, which you will have acquired.”

By graduating you will have demonstrated that you have the capacity, discipline and organisational skills not only to learn but to apply that learning in today’s world of work, something which is always valued by potential employers.

You will be better equipped to effectively compete for employment in leadership, management and organisational roles in business, social enterprise, the community or voluntary sectors. These programmes prepare graduates for career opportunities in planning, supervision and business development, administration, management and leadership within business, and the social/community enterprise sector.

In particular those interested in rural regeneration or social enterprise will stand to gain useful and applicable skills and knowledge.

Graduating from this programme will enable you to engage in any of the following career options in either a:

■ A Social Enterprise

- REGIONAL YOUTH WORKER
- PROGRAMME WORKER
- CASE MANAGEMENT WORKER
- JOBS COACH
- PROGRAMME CO-ORDINATOR
- PROJECT DEVELOPMENT WORKER
- OFFICE MANAGER/ADMINISTRATOR

■ A Commercial Business

- DIRECTOR OF SERVICES
- SERVICES ADMINISTRATOR
- MABS MONEY ADVISER
- FAMILY SUPPORT WORKER
- SHOP MANAGER
- ACCOUNTS MANAGER
- DEVELOPMENT WORKER

■ A Community Organisation

- FUNDRAISING OFFICER
- HR OFFICER
- MARKETING OFFICER
- OPERATIONS CO-ORDINATOR
- PROJECT ADMINISTRATOR
- PROJECT LEADER
- SUPERVISOR/MANAGER
- TEAM LEADER
- TRAINER
- TRAINING CO-ORDINATOR



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EQUAL Ireland is a '*not for profit*' social enterprise engaged in the design, development and delivery of accredited community education programmes.

Please visit our website www.equalireland.ie where you can download a copy of our position paper '*Everyone Deserves a Second Chance*'

EQUAL IRELAND PROGRAMMES INCLUDE:

ESSENTIAL SKILLS CERTIFICATE (WORKPLACE, COMMUNITY AND EDUCATION)
BA IN BUSINESS, SOCIAL ENTERPRISE AND COMMUNITY DEVELOPMENT*
BA (HONS) IN BUSINESS, SOCIAL ENTERPRISE, LEADERSHIP AND MANAGEMENT
MENTORING AND FACILITATION SKILLS FOR RECOGNITION OF PRIOR LEARNING (RPL)
LEARNING TO TRAIN

*(WHICH IS A PROGRESSION OPTION FOR SUCCESSFUL GRADUATES OF THIS HIGHER CERTIFICATE PROGRAMME)