

## Leadership, Learning and Talent Management Programmes March to May 2025

Please see upcoming Leadership, Learning and Talent Management (LLTM) programmes from March 2025 to May 2025.

Please note these dates are subject to change.

Further details on the programmes outlined below and the targeted participants can be found in the LLTM Prospectus in the link below:

<https://healthservice.hse.ie/staff/training-and-development/training-programmes-for-all-staff/>

Participants can enrol on programmes through HSeLanD.

When enrolling on programmes that will take place over a number of days, it is important to ensure that you are available to attend all the dates.

### Induction

#### Corporate Induction (Half Day)

Upcoming Programmes:
12 <sup>th</sup> March
18 <sup>th</sup> March
27 <sup>th</sup> March
1 <sup>st</sup> April
15 <sup>th</sup> April
19 <sup>th</sup> May
28 <sup>th</sup> May

## People Management

### People Management the Legal Framework (One Hour Pre-Introduction and Four Half Days)

Upcoming Programmes:
27 <sup>th</sup> March (One hour introduction session), 1 <sup>st</sup> April, 2 <sup>nd</sup> April, 15 <sup>th</sup> April, 16 <sup>th</sup> April
8 <sup>th</sup> May (One hour introduction session), 14 <sup>th</sup> May, 15 <sup>th</sup> May, 29 <sup>th</sup> May, 6 <sup>th</sup> June
14 <sup>th</sup> May (One hour introduction session), 20 <sup>th</sup> May, 27 <sup>th</sup> May, 28 <sup>th</sup> May, 4 <sup>th</sup> June

### First Time Managers Programme (Four Full Days)

Upcoming Programmes:
12 <sup>th</sup> March, 13 <sup>th</sup> March, 26 <sup>th</sup> March, 27 <sup>th</sup> March
25 <sup>th</sup> March, 1 <sup>st</sup> April, 8 <sup>th</sup> April, 15 <sup>th</sup> April
26 <sup>th</sup> March, 27 <sup>th</sup> March, 1 <sup>st</sup> April, 2 <sup>nd</sup> April
30 <sup>th</sup> April, 2 <sup>nd</sup> May, 7 <sup>th</sup> May, 9 <sup>th</sup> May
7 <sup>th</sup> May, 8 <sup>th</sup> May, 29 <sup>th</sup> May, 5 <sup>th</sup> June
20 <sup>th</sup> May, 21 <sup>st</sup> May, 27 <sup>th</sup> May, 28 <sup>th</sup> May

### Coaching Skills for Managers (Two Full Days)

Upcoming Programmes:
6 <sup>th</sup> March, 21 <sup>st</sup> March
3 <sup>rd</sup> April, 10 <sup>th</sup> April
1 <sup>st</sup> May, 13 <sup>th</sup> May
20 <sup>th</sup> May, 29 <sup>th</sup> May

### Managing Teams Effectively Programme (Half Day)

Upcoming Programmes:
4 <sup>th</sup> June

### Managing Attendance Programme (Half Day)

**Upcoming Programmes:**

21 <sup>st</sup> March
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10 <sup>th</sup> June
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### Managing Grievances Effectively (Half Day)

**Upcoming Programmes:**

13 <sup>th</sup> March
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25 <sup>th</sup> March
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8 <sup>th</sup> April
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14 <sup>th</sup> May
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### Managing Conflict Effectively Programme (One Full Day)

**Upcoming Programmes:**

20 <sup>th</sup> March
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1 <sup>st</sup> April
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7 <sup>th</sup> May
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27 <sup>th</sup> May
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### Managing Employee Performance Effectively Programme (Half Day)

**Upcoming Programmes:**

18 <sup>th</sup> March
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3 <sup>rd</sup> April
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17 <sup>th</sup> April
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13 <sup>th</sup> May
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## Leadership Development

### Leaders in Management Programme (Eight Full Days)

#### Upcoming Programmes:

25<sup>th</sup> March, 8<sup>th</sup> May, 12<sup>th</sup> June, 22<sup>nd</sup> July, 9<sup>th</sup> September, 7<sup>th</sup> October, 11<sup>th</sup> November, 27<sup>th</sup> January 2026

## Dignity at Work Training

### \*Nominated Persons Programme (One Hour Pre-Introduction Session and Three Full Days) \*

\*This training is for HSE and Section 38 staff who have been nominated by their line manager and Head of HR to undertake the role of Nominated Person.

#### Upcoming Programmes:

1<sup>st</sup> May (One hour introduction session), 15<sup>th</sup> May, 3<sup>rd</sup> of June, 12<sup>th</sup> June

### \*Support Contact Person (One hour introduction and two full days)

\*This training is for HSE and Section 38 staff who have been nominated by their line manager and Head of HR to undertake the role of Support Contact Person.

#### Upcoming Programmes:

4<sup>th</sup> June (One hour introduction session), 11<sup>th</sup> June, 12<sup>th</sup> June

## Dignity at Work for Line Managers

#### Upcoming Programmes:

20<sup>th</sup> March

28<sup>th</sup> May

## Personal Effectiveness

### Effective Meetings (Half Day)

Upcoming Programmes:
19 <sup>th</sup> March
10 <sup>th</sup> April
2 <sup>nd</sup> May

### Clerical Administration Development Programme (Three full days)

Upcoming Programmes:
18 <sup>th</sup> March, 25 <sup>th</sup> March, 23 <sup>rd</sup> April
20 <sup>th</sup> March, 26 <sup>th</sup> March, 22 <sup>nd</sup> April
7 <sup>th</sup> May, 27 <sup>th</sup> May, 1 <sup>st</sup> July
20 <sup>th</sup> May, 22 <sup>nd</sup> May, 24 <sup>th</sup> May
14 <sup>th</sup> May, 20 <sup>th</sup> May, 25 <sup>th</sup> June

### Presentation Skills Programme (Half Day)

Upcoming Programmes:
6 <sup>th</sup> March
28 <sup>th</sup> March
29 <sup>th</sup> April
7 <sup>th</sup> May

### Master Courtroom Skills for HSE Staff

Upcoming Programmes:
TBC

### Minute Taking Programme

Upcoming Programmes:
14 <sup>th</sup> March
21 <sup>st</sup> March
27 <sup>th</sup> March
1 <sup>st</sup> April
8 <sup>th</sup> Paril
10 <sup>th</sup> April
15 <sup>th</sup> April
24 <sup>th</sup> April
29 <sup>th</sup> April

21 <sup>st</sup> May
29 <sup>th</sup> May

### Managing Your Time Effectively Programme

<b>Upcoming Programmes:</b>
3 <sup>rd</sup> April
15 <sup>th</sup> April
24 <sup>th</sup> April

### Effective Feedback

<b>Upcoming Programmes:</b>
6 <sup>th</sup> May

### Facilitation Skills

<b>Upcoming Programmes:</b>
26 <sup>th</sup> March
10 <sup>th</sup> April
13 <sup>th</sup> May

### Mid-Career Planning Webinar

<b>Upcoming Programmes:</b>
13 <sup>th</sup> March

### Leading Multi-Cultural Teams

<b>Upcoming Programmes:</b>
25 <sup>th</sup> March
9 <sup>th</sup> April
22 <sup>nd</sup> May