

# **DCM Members** Monthly Live Training Schedule

### May to June 2024

👰 Certificates

 $\infty$  Lifetime access

# Hello,

# Welcome to our upcoming series of Q2/24 webinars, exclusively for DCM Learning Members!

Q1/2024 saw over 2,000 learners join us and we are excited to welcome our members once again with a fresh and exciting schedule for you to continue to enjoy.

This quarter you can expect 3 fantastic **Guest Speakers**, a <u>full-day</u> Mental Health First Aid workshop, alongside Women in Leadership, Excel, Lean, Management and Wellness sessions to name a few!

We look forward to welcoming you and your teams very soon!

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Soft Skills .....

Webinar Cert



Ruth Caffrey

**dcm** Membership Manager ruth@dcmlearning.ie



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# Q2 2024 SCHEDULE

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### Q2/2024 Members Webinar Schedule



All webinars recorded, except guest speaker events 🛧



Free and Unlimited for DCM Members

#### **Guest Speaker Events**



Peninsula HR **Guest Speaker Brian Murray** Updates to Employment Law 2024

May 9th 10am - 11am

International Day Against Homophobia, Transphobia and Biphobia with Guest speaker Oisin O'Reilly, CEO of Outhouse Creating a Safe Space for LGBTQ+ People At Work

May 14th 10am - 11am

Pride 2024 with TikTok Sensation, '@Ireland's Favourite Gay' & Guest Speaker, Meri Hernandez June 6th 10am - 11am A session to celebrate Pride 2024 and raise awareness of the LGBTQIA+ Community in Corporate environments

#### Wellness & Wellbeing



European Mental Health Awareness Week Mental Health First Aid A full-day workshop for Mental Health First Aid

Let's Talk About....Building Healthy Relationships

May 13th 9:30am - 3:30pm

June 21st 10am - 11am

#### **MS Excel at Excel**

Excel at Excel | NEW Spill Functions Additional Date Added Due to High Demand Excel at Excel | Intermediate Skills Excel at Excel | Tips & Tricks Women in Leadership Female Drivers | Find Your Tribe (Networking) Female Drivers | Self Advocacy Management & Leadership Leadership Skills | Journey to Success Middle Management | A Guide to Effective **Decision Making** Lean & Business Agility The Blueprint for Efficiency | Practical Lean Process Mapping

Lean Toolbox | 5 Essential Lean Tools

**Soft Skills** 

Speak up & Stand Out | Public Speaking

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May 10th 10am - 11:30am

May 27th 10am - 11:30am

June 24th 10am - 11:30am

May 20th 10am - 11am June 24th 2pm - 3pm

May 3rd 10am - 11am

June 14th 10am - 11am

May 31st 10am - 11am

June 10th 10am - 11am

June 11th 10am - 11am



### **Oisin O'Reilly**

Outhouse LGBTQ+ Centre, CEO



# **GUEST SPEAKER EVENTS**



### Meri Hernandez

'Ireland's Favourite Gay'







### **Barry Murray**

Peninsula HR



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🟥 9th May 🕕 10am -11am 💽 Zoom

Join us for a collaborative session with HR and Employment Law expert Brian Murray from Peninsula. He'll discuss recent updates in employment legislation and offer advice on preparing for future changes.

Since 1997, Peninsula has been providing professional services to growing businesses in Ireland. Starting as a small business, they've grown over the years, and their values remain the same. They understand what small and large businesses need because they've been there!



**>>>>** 

Topic N C H L

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### **Barry Murray**

#### Peninsula HR

Employment Law and HR Consultant at Peninsula HR for 8+ years.



- New and Upcoming Legislation Updates
  - Contracts and Handbooks
  - How Businesses Can Stay Compliant
  - Legislation to Protect Employees and Employers
- Procedures for Employment Law



# **OUTHOUSE** LGBTQ+ CENTRE **INTERNATIONAL DAY AGAINST** HOMOPHOBIA, **TRANSPHOBIA AND BIPHOBIA**



**Creating Safe Work Spaces for LGBTQ+ People at Work** 

14th May (1) 10am -11am (1) Zoom

Join us for this collaborative session with Outhouse CEO, Oisin O'Reilly to help support international day against homophobia, transphobia and biphobia.

Learn about the amazing work Outhouse does to support the community and how you too can help to create a safespace in your workplace.



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### **Oisin O'Reilly**

### Outhouse LGBTQ+ Centre, CEO

D&I activist, Speaker, Governance Expert, Fundraising Expert, Strategic Leader and Problem Solver.



- Fostering Safety, Inclusion & Authenticity in the Workplace.
- Identifying unconscious bias,
- microaggressions and harrassmnet.
- Implementing safe and supporting intervention techniques.



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🛗 6th June 🕕 10am -11am 💽 Zoom

Meri Hernandez, widely recognised as '@Ireland's Favourite Gay,' emerged as TikTok's trailblazer of 2023. As a content creator based in Ireland, Meri achieved superstardom by sharing insightful posts that offer guidance on coming out and self-expression.

Notably, Meri is also a human rights lawyer focusing on LGBTQIA+ issues, which recently led her to speak at the European Parliament.

We are thrilled to welcome Meri and look forward to celebrating Pride 2024 with our members!



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### **Topics Covered**

- Get to know Meri and hear about her journey.
- What Pride means to Meri and the community and how organisations can join the celebration.
- Inclusive language and teminology.
- Q&A

 $\checkmark$ 









# **MENTAL HEALTH** FIRST AID COURSE **EUROPEAN MENTAL HEALTH WEEK**

### **Full Day Workshop**

🛗 13th May 🕕 9:30am -3:30pm 🗩 Zoom

In recognition of European Mental Health Week, DCM Members get free and unlimited access to a full-day workshop on, Mental Health First Aid.

This course is designed to equip participants with essential skills and knowledge to provide initial support to individuals experiencing mental health challenges.





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### Sue Landsberg

#### DCM Learning Trainer

10 years + of Training Experience as an Executive & Life Coach & Mindfulness Trainer.

- What is Mental Health
  - What factors affect Mental Health
  - Recognise Common Mental Health Issues
- ✓ Mental Health in the Workplace
  - Role and Responsibilities of an MH First Aider
  - Listening & Communicating Without Judgement
  - Reduce Workplace Stigma
- Supporting Mental Health
  - Action Plans
  - Signposting
  - Self-care and Resilience



# **WELLNESS &** WELLBEING **LET'S TALK ABOUT** ...BUILDING HEALTHY **RELATIONSHIPS**

21st June () 10am-11am ( Zoom

Join us for an insightful webinar led by Sue Landsberg, an experienced relationship coach dedicated to helping individuals foster healthy and fulfilling connections.

Learn communication strategies, and conflict resolution, gain valuable insights and practical tools for building stronger, more meaningful relationships in both personal and professional spheres.

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## dcm

### Sue Landsberg

#### DCM Learning Trainer

10 years + of Training Experience as an Executive & Life Coach & Mindfulness Trainer.

- $\checkmark$  What a healthy relationship is, and isn't
  - Assertively and confidently communicating your needs and having them met
  - Establishing and maintaining healthy boundaries
  - Effectively managing disagreements and misunderstanding





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# **NEW SPILL FUNCTIONS**

🛗 10th May 🕕 10am - 11:30am 🗩 Zoom

During this webinar, discover Spill Functions, a game-changing feature in Excel that revolutionises data manipulation and analysis.

Learn how to leverage spill functions to automate repetitive tasks, streamline data processing, and gain deeper insights from your datasets. Whether you're a novice Excel user or a seasoned pro, this webinar offers practical tips and real-world examples to help you harness the full potential of spill functions and supercharge your productivity.



# dcm

### William Campbell **DCM Learning Trainer**

15 years + experience as a Business Trainer and Consultant.d consultancy services.

- ✓ What are Spill Functions & How They Work
- ✓ Functions vs Excel Features
- ✓ Functions to Improve Existing Functions
- ✓ Errors and Best Practice
- ✓ Time Saving Features



# INTERMEDIATE SKILLS

New Date Added Due to High Demand!

🛗 27th May 🕕 10am - 11:30am 🗩 Zoom

Dive into the next level of Excel expertise with our Intermediate Excel Skills webinar, a comprehensive 90-minute session designed to elevate your spreadsheet proficiency. Discover advanced formulas, data manipulation techniques, and powerful functions that will enhance your ability to analyse and present data with precision.

Join us for this hands-on webinar where you'll gain practical insights and valuable skills that bridge the gap between basic and advanced Excel usage.



# dcm

### William Campbell **DCM Learning Trainer**

15 years + experience as a Business Trainer and Consultant.d consultancy services.

- ✓ Logical Functions
- ✓ LookUp Functions
- ✓ Data Analysis Tools
- ✓ Advanced Charting Techniques
- ✓ Data Clearning and Transformation



# USEFUL TIPS & TRICKS

🛗 24th June 🕕 10am - 11:30am 间 Zoom

In this one-hour webinar, you'll uncover a treasure trove of invaluable tips and tricks to maximize your productivity and efficiency in Excel.

Whether you're a beginner looking to level up your skills or an experienced user seeking to discover new efficiency-boosting strategies, this webinar promises to equip you with the knowledge and tools needed to excel in Excel.



- ✓ Speeding Up Data Entry
- ✓ Tidying Messy Data
- ✓ The Power of Names
- ✓ Keep Your Headings
- ✓ Trace Precedents
- ✓ Checking Your Formulas

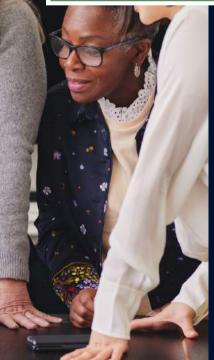
# dcm

### William Campbell **DCM Learning Trainer**

15 years + experience as a Business Trainer and Consultant.d consultancy services.









# **FEMALE** DRIVERS **FIND YOUR TRIBE**

20th May (1) 10am -11am (20om

Find Your Tribe is an empowering and motivational session designed to unite women with a common goal: to grow and support one another. Whether you're just starting your leadership journey or have years of executive experience, this webinar provides invaluable insights and actionable tips to enhance your networking skills, elevate your voice, and excel in leadership.

Join us as we come together to connect, inspire, and empower each other on our paths to success



# dcm

### **Rachel Owens**

### DCM Learning Trainer

4 years + of Training Experience as a Business Trainer and **Business Mentor** 

- ✓ Build Your Tribe
- ✓ Foster Collaboration and Mentorships
- ✓ Networking Techniques
- Empowering Action You Can Take



# **FEMALE** DRIVERS **SELF ADVOCACY**

🛗 24th June 🕕 2pm -3pm ( Zoom

Self-advocacy is a transformative session dedicated to empowering individuals to speak up for their needs and rights. Whether you're navigating professional challenges, educational settings, or personal relationships, this webinar equips you with the tools and confidence to assertively advocate for yourself.

We will provide practical strategies and realworld examples to help you become your own strongest advocate. Join us as we celebrate the power of self-advocacy and inspire each other to embrace our voices, assert our worth, and create positive change in our lives.



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### **Rachel Owens**

### DCM Learning Trainer

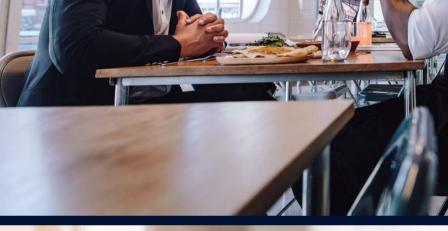
4 years + of Training Experience as a Business Trainer and **Business Mentor** 

- ✓ The Power of Self-Advocacy
- ✓ Because You're Worth It!
- ✓ Overcoming Self-Doubt
- ✓ Be an Action Woman











# LEADERSHIP THE JOURNEY TO **SUCCESS**



This dynamic session will dive into the crucial aspects of effective management and leadership, offering practical insights and strategies for navigating the path to success.

Whether you're a seasoned manager seeking to enhance your leadership skills or an aspiring leader aiming to climb the ranks, this webinar promises to equip you with the tools and knowledge needed to excel in today's competitive landscape.



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### **Michelle Saurin**

#### **DCM Learning Trainer**

8 + years of Training Experience specialising in Soft Skills and Management & Leadership.

- Communication & Collaboration
- ✓ Decision Making
- ✓ Resilience
- ✓ Leadership Styles & Situational Leadership



# >>>> MIDDLE MANAGEMENT **A GUIDE TO EFFECTIVE DECISION MAKING**



iiii 14th June (1) 10am -11am (1) Zoom

This webinar will explore various decisionmaking tools, and real-world situations to enhance your ability to navigate complex challenges effectively.

Whether you're tasked with balancing competing priorities, managing risk, or driving organisational change, this webinar will equip you with the confidence and competence needed to excel in your role.

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### **Michelle Saurin**

#### **DCM Learning Trainer**

8 + years of Training Experience specialising in Soft Skills and Management & Leadership.

- ✓ Introduction to Decision-Making
- ✓ Decision-Making Styles
- The Decision Making Process
- ✓ Factors Influencing Decisions
- ✓ Practical Decision Making Tips



# AGILITY



# **BUSINESS AGILITY BLUEPRINT FOR** EFFICIENCY & PRACTICAL PROCESS MAPPING

🛗 31st May 🕕 10am - 11am 🔳 Zoom

This session is designed to equip participants with the essential tools and techniques of Lean methodology, focusing on process mapping as a cornerstone for efficiency enhancement, offering invaluable insights to drive continuous improvement and sustainable growth within your organisation.



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- "Why Visual Process Mapping is Useful
- ✓ Types of Process Maps
- ✓ Current State Mapping
- ✓ Current State Analysis
- ✓ Future State Mapping for Change

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### Padraig McCabe **DCM Learning Trainer**

31 years + of experience in the global business sector & a Certified Master Black Belt in Lean



# **BUSINESS AGILITY YOUR LEAN** TOOLBOX 5 **VITAL POWER** TOOLS

10th June (1) 10am - 11am (1) Zoom

Whether you're new to Lean practices or seeking to deepen your understanding, this webinar offers a comprehensive toolkit to drive continuous improvement and achieve sustainable results.

Don't miss this opportunity to bolster your Lean toolbox and propel your organisation towards success.

### **Topics Covered**

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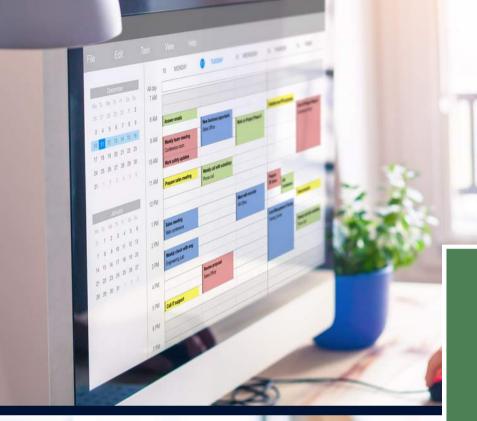
### Padraig McCabe **DCM Learning Trainer**

31 years + of experience in the global business sector & a Certified Master Black Belt in Lean

- ✓ The Importance of Gemba
- ✓ Settling the Correct Problem Statement
- ✓ Using Fishbone Analysis Correctly
- ✓ Focus Using Pareto Analysis
- ✓ Control Using Standard Work Principles











# **SOFT SKILLS** SPEAK UP & **STAND OUT WITH PUBLIC SPEAKING**

iii 11th June (1) 10am - 11am (1) Zoom

In this one-hour webinar, you'll discover essential techniques and strategies to captivate your audience and deliver impactful presentations with confidence.

Whether you're looking to polish your skills or a novice seeking to conquer your fear of public speaking, this webinar offers practical insights and actionable tips to help you shine on stage.



DCM Learning Trainer 8 + years of Training Experience specialising in Soft Skills and Management & Leadership.

# dcm

### **Michelle Saurin**

- ✓ Overcoming Fear & Building Confidence
- ✓ Mastering Delivery Skills
- ✓ Audience Engagement & Interaction
- ✓ Handling Nerves
- ✓ Practicing & Feedback



# **WEBINAR** CERTIFICATION

Join a webinar for 30 mins or more and you will receive...

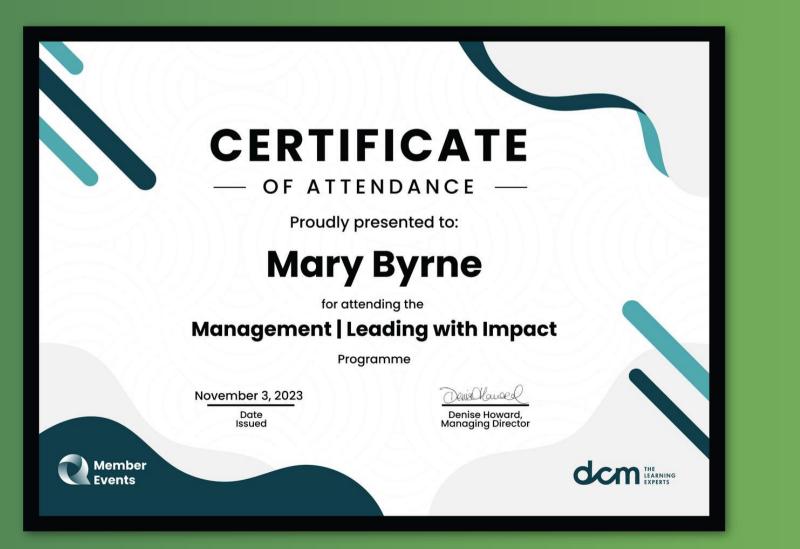
an official certificate of attendance from DCM Learning.



certificate...

Receive a DCM Learning certificate on self reported completion of the content





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# Missed the live session? You can still receive a

