Food Drink Ireland Skillnet



Training Programmes 2026-2027

Enterprise-led training for the food and drink sector

fooddrinkirelandskillnet.ie

Food Drink Ireland Skillnet work with companies in the food and drink sector to address skills gaps and access government funding to develop and deliver industry-specific learning programmes.

" The team spends a lot of time with industry, understanding the needs and working out how training can help to meet them. Every programme offered is directly relevant to the industry. We also know that if we identify a particular gap and there is no course relevant to it at the moment, Food Drink Ireland Skillnet will work with us on creating one. That kind of responsiveness is invaluable."

Anita Gallagher, Head of People and Capability at Britvic Ireland



1. Work with industry to identify skills gaps and areas of change within the industry that require education and training

2. Develop training programmes based on the needs of the sector

3. Over 200 companies avail of our training every year

4. Over 1,200 individuals participated in our courses last year

5. Over 12,000 training days offered nationwide

6. Addresses skills gaps critical to the success of Irish Food and Drink companies

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Benefits

"Food Drink Ireland Skillnet gives us access to training and training providers, that without their support would be out of our reach. They are very reactive to the needs of its members and will always be guided by member companies on where the investment should be made. They have enabled us to double the amount of training available to our team members."

Liz Doyle – Bewleys

To join our mailing list, email mark.skinner@ibec.ie

Membership is free

Help create bespoke courses designed specifically for skills gaps in the sector

Tailor existing courses to suit your needs

Save up to 60% on the cost of training due to network purchasing power plus part-government funding.

The times of the courses are flexible to suit the needs of companies

Collaborate, learn and network from colleagues across the industry

Leveraging learning and development to address key challenges in our sector

As the labour market nears full employment, challenges such as the attraction and retention of staff; the need for digitalisation; sustainability; and cost inflation will be a key focus for the food and drink sector moving forward.

To address these challenges, collaboration across the sector is critical and a pivotal enabler to this Skillnet model. Insights and support from our highly engaged Steering Group of learning and development experts from across the sector has permitted the Food Drink Ireland Skillnet to develop training programmes that are strategically essential. Additionally, Skillnet funding, along with our procurement processes, ensure that we work with the best trainers and ensure that all programmes are delivered to the highest standard whilst maintaining value for money.

Food Drink Ireland Skillnet is a resource to support all companies in this sector, and I would encourage you to get involved in the following ways:

- Ensure your details, and learning and development colleagues in your business, are on the Food Drink Ireland mailing list by emailing **mark.skinner@ibec.ie**;
- Engage with us on social media – the Food Drink Ireland Skillnet is on LinkedIn;
- If you have training needs that are not currently being met by our network, let us know and we will see if we can support; and
- Get involved by joining our Steering Group, where you can collaborate with peers from across the sector.

Paul Kelly
Director
Food Drink Ireland



Our Network

Enterprise-driven training is a fundamental element of the Food Drink Ireland Skillnet. Our management team collaborates with its Steering group and wider membership base to ensure all training is relevant to the needs of the sector.

All training delivered by the network is part-funded by Skillnet Ireland who receives funding from the National Training Fund through the Department of Further and Higher Education, Research, Innovation and Science.

Our Steering Group

Our steering group is made up of industry professionals from across the food and drink sector. As a group, they share their insights, knowledge and experience to identify key skills gaps and provide strategic direction for the network. In addition, they ensure that the highest standards are maintained and that the sector is achieving an effective return on Skillnet Ireland funding.

- **Network Manager:** Mark Skinner, Food Drink Ireland Skillnet
- Anita Gallagher, Britvic Ireland
- Anne Smith, Lakeland Dairies
- Clodagh Dunne, Dawn Farm Foods
- Debbie Taaffe, Britvic Ireland
- Ellen Buckley, Kepak
- Emily Malone, Aryzta Europe
- Jacqui Hayes, Keelings
- Kevin Carroll, Donnelly Fresh
- Paul Kelly, Food Drink Ireland (Promoter)
- Rhona Howley, Glanbia Ireland
- Wayne Green, Pat the Baker

Follow Us



Pictured: Mark Skinner, Network Manager and Karen Treacy, Project and Marketing Executive.

Food Drink Ireland

Skillnet

Get involved

Be a participant, not just a member.

To ensure we service the Food and Drink sector effectively, we must communicate with industry-professionals on an on-going basis. By understanding the challenges faced by the industry, we can find training solutions to overcome them together.

It's your network – shape it!





Level 5

LEADERSHIP AND PEOPLE MANAGEMENT

Leadership Skills for Supervisors in the Food and Drink Sector

A 3-day programme to address the essential skills required by Supervisors / Team Leaders in the Food and Drink sector

Certification

Optional: Trainees have the option to earn an Award in Leadership and Management from Institute of Leadership and Management.

Who should attend?

Existing Team Leaders and Supervisors who manage small teams in the Food and Drink sector and are looking to develop their people management skills.

Trainer

Established 15 years ago, **Invisio** are highly rated providers of people and organisational development training. They have significant experience working with companies in the food and drink sector and have delivered leadership and management programmes to member companies of Food Drink Ireland Skillnet since 2013.

Objectives

+ Understand what it takes to be an effective Supervisor in the Food and Drink sector
+ Have an increased level of self-awareness
+ Be able to handle conflict with greater confidence and ease, whilst communicating more clearly with others
+ Know how to deal with people related issues on the line
+ Develop their own colleagues' performance through coaching and feedback
+ Be able to hold a critical conversation with individuals and teams on the line.
+ Develop a personal development plan

Programme content

Day 1

+ Programme induction
+ Your Role as a Supervisor
+ Supervising on the Line
+ Communications Skills

Day 2

+ Your role in Performance Management
+ Effective Feedback
+ Motivating for performance
+ Personal Action Plans

Day 3

+ Managing Difficult People and Situations
+ Getting the best from your team
+ Personal Development Plan

Certification (optional)

An Award in Leadership and Management from the Institute of Leadership and Management (ILM) equivalent to NFQ Level 5. An extra half day will be required for trainees progressing for certification.

Duration

3 days in classroom or 6 X 0.5 days online

FDI Skillnet members:	Non-members:
€475 per person	€800 per person
Plus €395 certification	**Plus €525 certification**



Level 6

LEADERSHIP AND PEOPLE MANAGEMENT

Leadership Skills for Managers in the Food and Drink Sector

A programme in Leadership development for those who manage teams of supervisors / team leaders in the Food and Drink sector

Certification

Trainees have the option to earn an Award in Leadership and Management from Institute of Leadership and Management.

Who should attend?

Managers in the Food and Drink sector or those aspiring to develop their personal and team effectiveness in this critical role.

Trainer

Established 20 years ago, **Invisio** are highly rated providers of people and organisational development training. They have significant experience working with companies in the food and drink sector and have delivered leadership and management programmes to member companies of Food Drink Ireland Skillnet since 2013.

Objectives

At the end of the programme participants will understand what it takes to become an effective Manager with increased self and team awareness and clear communication. Participants will learn how deal with people related issues, deal with conflict and hold critical conversations when necessary.

Programme content

Day 1

+ **Programme Induction**
+ **About Organisations**
  - Connecting the team with the organisation's vision and strategy
+ **Your Role as a Manager**
  - Ensuring your team can effectively deliver
  - Traits and Styles of leaders
  - Supervision vs Management vs Leadership
+ **Communications Skills incl. barriers to effective communication**

Day 2

+ **Review of learning to date**
+ **Communications**
  - Key interpersonal and communication skills
  - Evaluating your ability to communicate
  - Non-verbal communication including body language
+ **Motivation and engagement**
  - What makes for an engaged employee
  - Theory and practice of motivation
  - Team assessment exercise

Day 3

+ **Managing performance**
  - Setting performance objectives
  - Dealing with high and low performers
  - Coaching conversations – role play
+ **Handling challenging situations and people**
  - Assertiveness
  - Alternatives to disciplinary process
  - The disciplinary process
+ **Personal Development Plan**
  - Gap analysis
  - 70:20:10
+ **Close and Review**

Certification

An Award in Leadership and Management from the Institute of Leadership and Management (ILM) equivalent to NFQ Level 6. An extra half day and work-based project will be required for trainees progressing for certification.

Duration

3 days in classroom or 6 X 0.5 days online

FDI Skillnet members:	Non-members:
€475 per person	€800 per person
Plus €395 certification	**Plus €525 certification**



Coaching Essentials for Office, Production Line or Online Conversations

2 x ½ day workshops, delivered online, that enable you to develop practical and useful coaching skills that you can apply immediately in the workplace, whether that be an office environment, a busy, noisy manufacturing line or in online conversations.

Who should attend?

Those who require the skills to have effective coaching conversations; whether that be a 2-minute conversation on the line, or a longer performance or team development conversation.

Trainer

Established 20 years ago, **Invisio** are highly rated providers of people and organisational development training. They have significant experience working with companies in the food and drink sector and have delivered leadership and management programmes to member companies of Food Drink Ireland Skillnet since 2013.

Objectives

By the end of this programme, you will leave with a practical tool, which you have practiced and are confident in using which:

- Gives you laser sharp focus to your team
- Significantly accelerates their performance
- Empowers your team to problem solve themselves
- Grows the next level of managers and leaders

Programme content

Delivered in 2 x half days, 2 weeks apart to help you practice your skills between each session.

About Coaching

- What it is and what it is not
- Coaching vs. Mentoring vs. Training
- Ask vs Tell approach
- Where we see the best coaches?
- A time to manage and a time to coach
- Who has coached you in the past? What was the impact on you and on the task?

6 Step Coaching Model

- Questioning technique
- The 6 steps
- Experience the steps in action
- Opportunities to use this style with your teams

Coaching Skills & Relationship

- Continuation expressions
- Active listening, attending and being present
- Summarising

Addressing your challenges with using a coaching approach

- The language challenge. Is there a cultural challenge? For you? For your team?
- I don't have time on the line! It's too noisy on the line.
- No one else uses this approach
  - will I seem different, will my manager pressure me to be directive?
- What else?

Coaching on the Go

- Practice a number of 'coaching on the go' scenarios provided by the group
- To demonstrate that the skill works in all scenarios and for a 2 min conversation as well as a 20 min one

Skills Practice

- Over the course of the 2 workshops, each person will practice leading the coaching conversation as well as being coached

Duration

2 X 0.5 days
Delivered as open course or in-company.

FDI Skillnet members:	Non-members:
€150 per person	€250 per person



Level 6

LEADERSHIP AND PEOPLE MANAGEMENT

Advanced Diploma in Personal Leadership and Executive Coaching

A 12 day, internationally accredited programme, that builds a comprehensive knowledge and practical skills to conduct coaching sessions.

Who should attend?

Leaders, Managers and Supervisors who understand the importance of using coaching to increase performance.

Trainer

Kingstown College are leaders in coaching courses and the first training school in Ireland to receive the prestigious **Quality Assurance Award** from the **European Mentoring and Coaching Council**.

Objectives

- To gain a comprehensive understanding of the link on how coaching can improve an employee's performance in the workplace
- Explore the essentials of coaching including the psychology, the cores skills and the importance of structured coaching sessions
- Discover the science of coaching techniques, the power of coaching clarifiers and understand the importance of coaching interventions
- Learn best practices of coaching by examining coaching models, techniques and experimental learning
- Examine the systems and strategies of coaching; focusing on the ability to self-analyse, developing career plans and how to introduce coaching into a workplace
- To develop an appreciation of managing a coaching session, contracting and exploring the various styles of conflict management

Programme content

Programme Induction
- **Online Webinar 1-hour overview of course**

Module 1
- **The Essential Spirit of Coaching**
  - The Psychology of a Professional Coach, Core Skills of Coaching, Coaching Competencies, Structured Sessions

Module 2
- **The Art and Science of Coaching**
  - Coaching Interventions, Coaching Techniques, Fulfilment and Values, Powerful Coaching Clarifiers

Module 3
- **Coaching Competencies**
  - Neuro-Linguistic Programming (NLP), Positive Psychology Coaching, VIA Character Strengths

Module 4
- **Organisational Focus**
  - Comprehensive Executive Coaching Toolkit, Emotional Intelligence and Authentic Leadership, The Coach's Inventory, The Development Contract

Module 5
- **Cognitive Behavioural Perspective**
  - The ACE FIRST Model for Positive Change, Conflict Coaching, Understanding Management Styles

Module 6
- **Systems and Strategies**
  - Self-Analysis, Career Planning, Introduction to Team Coaching, Introduction to Coaching Supervision

Assessment
- **Coaching Mastery & Student Observation (ongoing)**

Assessment

There are two assignment submissions, one after Module 3 and at the end of the course. Each submission will consist of a 300-word book review, 300-word article review and 8 logs of coaching sessions with other learners. Also, at the end of the course a 3000-word reflective essay is submitted.

FDI Skillnet members:	Non-members:
€1,950 per person	€3,950 per person



Cultural Diversity for Supervisors and Managers in the Food and Drink Sector

A practical, hands-on workshop, that builds Cultural Intelligence (CQ), supporting Supervisors and Managers who manage culturally diverse teams.

Who should attend?

Supervisors and Managers in the Food and Drink sector who manage multi-cultural teams.

Trainer

Irish Centre for Diversity, who have significant experience supporting public and private organisations in the area of Equality, Diversity and Inclusion.

Objectives

- Increase participants understanding of the elements of cultural diversity
- Develop key tools to support greater levels of inclusivity in teams
- Create a "safe environment" to encourage reflection on individual and collective responsibility in Cultural inclusivity

Programme content

- **Overview of equality, diversity, inclusion and equity**
  - Terminology, legislation and business case for inclusive organisations
- **"Walking in other people's shoes"**
  - Components of culture.
  - Diversity iceberg
  - Identity
  - Subconscious behaviours and impact on others.
  - Group behaviours – from exclusion to inclusion.
  - Stereotyping
  - Unconscious bias
- **Communication**
  - "In and out" groups
  - Banter
  - Constructively challenging inappropriate behaviour.
  - Words matter & "non-violent communication"

Duration

0.5 days
Delivered as open course or in-company.

" People management skills are critically important for our business. Over the years, we have found that Food Drink Ireland Skillnet's leadership courses are excellent quality, highly practical and interactive, and are delivered with a clear understanding of what's required in managing teams in our industry sector."

Miriam Keogh, Head of HR and Supply Chain at Dawn Farms

FDI Skillnet members:	Non-members:
€150 per person	€175 per person



Level 8

FOOD INDUSTRY COMMERCIAL SKILLS

Diploma in Global Sales for the Food and Drink Sector

A certified 12-day programme in International Selling, tailored to the needs of Irish Food and Drink businesses.

Who should attend?

Commercial teams and sales professionals in the food and drink sector with responsibilities for market growth on an international basis.

Trainer

TU Dublin, formerly DIT, have significant experience in International Selling offering programmes for Enterprise Ireland, Ibec, Bord Bia and have strong experience in the Food and Drink sector.

Objectives

At the end of the programme participants will know how to:

+ develop an understanding of market opportunities and the resources required to enter new markets
+ effectively communicate the levels of value that can be offered to customers
+ create a channel management strategy including the selection of the most relevant route to market
+ create an effective framework for qualified lead generation, focusing on benchmarking, developing content and tactical actions
+ develop and implement a key account management plan with a deeper understanding of buyer KPIs and how they are managed
+ get into the 'mind of the buyer' and gain the practical strategies and techniques required to develop, implement, monitor and appraise sales performance in an international context
+ use appropriate tools presentation, sales pitch and negotiation skills to effectively communicate the value of your offering to buyers

Programme content

Module 1: Preparing for Growth

Module 2: Customer value proposition and selling across cultures

Module 3: Identifying the right markets

Module 4: Selecting and managing channel partners and key accounts

Module 5: Reaching the buyer

Module 6: Progressing and closing the deal

Programme assessment

Module specific projects and presentations along with a Capstone Project which takes the format of a 5,000-word assignment to demonstrate the learning from each module and how they impact their specific business.

FDI Skillnet members:	Non-members:
€3,750 per person	€6,500 per person



Best Practices in National Account Management

Become world class at selling and managing relationships with buyers in multiples

Who should attend?

National Account Managers who want to understand how to be world class at commercial selling and managing relationships with buyers in multiples. Marketers and Trade Marketing Managers who wish to better understand how to assist the NAM function in delivering superb in-trade execution.

Trainer

FXL Ireland specialises in the development of the sales and marketing capability of Food and Drink Companies and Retailers. This expertise covers field-based selling, business account management and marketing functions for retail, wholesale and food service sectors.

Objectives

To develop the capability of participants to implement the key selling processes and skills that are essential for sustained success when selling to multiples. The concepts covered on this course are well proven in developing, selling and negotiating commercial proposals that work successfully for both customer and supplier and are thus essential for the development of sustainable business relationships.

Programme content

Module 1
Account Planning including Strategic Thinking

+ Key Strategies to win in Consumer Packaged Goods (CPG) post-Covid
+ Develop a growth and agile mindset way of being
+ Building your customer-focused account plan template
+ Insights and Category approach to Account Planning
+ Financials – company and retailer commercials

Module 2
Effective Customer Connection and Engagement

+ Building customer connection and engagement in online/electronic communications
+ How buyers describe their best supplier meetings
+ Deep listening for NAMs
+ Upside down preparation and the sales interview process
+ Quantifying your value in business development proposals

Module 3
Building a brilliant Joint Business Plan (JBP)

+ Putting the 'Joint' back in JBP
+ Strategic thinking in account planning as the key to brilliant JBPs
+ Using UTP regulations to strengthen the JBP
+ Building a JBP template that works for you

Module 4
Successful Business Negotiations

+ Modern negotiation strategies and Relationship versus Result
+ Negotiation process and understanding the game
+ Proper preparation checklist
+ Dealing with "Stake in the Ground" or unyielding buyers
+ O, D, E, Variables and other key negotiation tools, skills, and tactics
+ Understanding negotiation commercials for all parties

Duration

Delivered over 2 x full days, or 4 x half days.

FDI Skillnet members:	Non-members:
€400 per person	€650 per person



Price Volatility and Risk Management for the Food and Drink Sector

A 2 day programme to increase participants understanding of the financial instruments available to help manage price volatility in the food and drink sector.

Who should attend?

This programme is directed at those in the agri-food industry, who have a requirement to understand the key concepts of price volatility and its management including those involved in farm advisory / supplier relations roles, Agri division heads, Production Managers, Procurement Managers, Financial Managers, Market Analysts, Members of Strategy Group and Commercial Managers.

Trainer

Munster Technological University, (formerly Cork Institute of Technology), with support from industry speakers.

Objectives

+ To inform participants of the challenges associated with excessive price volatility
+ To explore the impact of price volatility on the Irish food and drink sector
+ To critically evaluate the tools which may be employed to manage price volatility
+ To understand the functioning of futures and options markets and provide detailed examples of how these tools may be applied in an Irish context
+ To develop a strategic approach to the management of price volatility involving a full understanding of the key drivers of this volatility
+ To apply learning from the educational programme to help to solve specific organisational problems arising from price volatility
+ The ultimate aim is to develop and enhance management and advisory skills of key industry personnel. In turn, the participants should be in a position to lead the provision of risk management solutions to both their suppliers and customers

Programme content

Delivered online in 4 x 3-hour modules as follows:

Module 1
+ Price volatily
  - What is price volatility?
  - Why is it important to manage price volatility?
  - Why is it particularly important for Irish food and drink sector?
  - Overview of tools available to manage volatility.
  - Risk Management strategies including Fixed Price Forward Contracts, Index linked contracts, insurance

Module 2
+ An introduction to Futures Markets
  - What is a futures market?
  - An introduction to exchanges and brokers including legal considerations.
  - Pros and cons of futures market.

Module 3
+ Futures markets in Practice
  - Introduction to the theory of hedging.
  - Introduction to basis risk.
  - Introduction to margin call / daily settlement.
  - Processor hedging strategies, end-user hedging strategies and options for creating price floors / ceilings.

Module 4
+ Case studies
  - The Broker perspective – moving a client from zero to trade
  - Industry – the perspective of company that has made the journey
  - The farmer perspective

Duration

2 day programme

FDI Skillnet members:	Non-members:
€350 per person	€550 per person



Negotiation Skills

A 1-day (or 2 x ½ days) training programme designed to significantly increase your chance of success in commercial negotiations.

Who should attend?

Senior Account Managers and Commercial / Sales Directors with responsibility for negotiations at Head Office level in Grocery, Foodservice and Hospitality channels. Also, Senior Commercial Finance people assisting the commercial team.

Trainer

FXL Ireland specialises in the development of the sales and marketing capability of Food and Drink Companies and Retailers. This expertise covers field-based selling, business account management and marketing functions for retail, wholesale and food service sectors.

Objectives

- Provide participants with a negotiation philosophy and approach that significantly increases their chances of success in major negotiations.
- Demonstrate a methodology of identifying the most appropriate negotiation strategy that can deliver a win: win outcome and maintain customer relationships at a positive level.

Programme content

- The use of BATNA tool (Best Alternative to Negotiated Agreement)
- The process - from initial notification to final implementation
- Buyer communication – what to say and when
- Consumer communication and consumer promotions during periods of potential price adjustment
- Cost to the company for each week's delay in negotiations
- Impact of price adjustments on existing arrangements and Joint Business plans
- The use of Revenue Growth Management strategies
- The use of Optimum (O), Desirable (D) and Essential (E)

Duration

1 day programme

FDI Skillnet members:	Non-members:
€250 per person	€350 per person



Level 6

GRADUATE TRAINING

Graduate and Executive Development Programme for Professionals in the Food and Drink Sector

Learn the essential professional tools to support development and career progression within the Food and Drink sector.

Who should attend?

Graduates or high potential employees looking to learn the essential professional competence to support their long-term success working in the food and drink sector.

Trainer

TU Dublin and Ibec's Management Training Division is a leader in the initiation, development and delivery of accredited and practical business-focused training programmes for Irish Business.

Objectives

To support trainees in their professional competency skills. For graduates coming straight from academia into the sector, they would benefit significantly from the practical skills that can be applied to the workplace and support a smoother transition into the workplace. This programme will enhance the professional competence and self-confidence of all trainees and allow them to demonstrate these skills in the context of their own career.

Programme content

+ Commercial Awareness
+ Leadership
+ Communication in Organisations
+ Team Working
+ Project Management
+ Performance and People
+ Time Management
+ Assertiveness and Conflict
+ Motivation
+ Presentation Skills
+ Financial Skills
+ Decision Making
+ Self Awareness

Approach

This programme is delivered by experienced Ibec trainers who encourage group discussion, interaction and involvement, ensuring questions and real scenario issues are discussed and dealt with at all times. Best practice examples are provided and discussed, giving participants the opportunity to apply these elements to their own organisations.

Programme assessment

Participants will be assessed with the following 3 criteria:

1. Class Participation and a learning journal – 10%
2. 3,500–5,000 continuous assessment project – 30%
3. End of year exam – 60%

Certification

TU Dublin & Ibec Level 6 Diploma in Professional Competence, Special Purpose Award, 20 ECTS

Duration

12 day training programme

FDI Skillnet members:	Non-members:
€1,750 per person	€3,500 per person

CASE STUDY

"Lakeland Dairies firmly believes in the importance of a Graduate Programme being a key initiative to breathing new life and ideas into our business. The Lakeland Dairies Graduate Programme has a tremendous track record of successfully nurturing talent, injecting new perspectives and innovative thinking into the organisation.

Future managers and leaders for Lakeland Dairies are forged in our Graduate Programme and is a tangible example of our commitment to employee development.

It serves as a pipeline for future leaders who are skilled professionals with a deep understanding of our culture. By investing in our Graduate Programme, we know we are securing our long-term success by equipping ourselves with a talented workforce who can meet evolving challenges and drive growth."

Anne Smith, Group Head of Talent at Lakeland Dairies

Pictured alongside graduates of the Lakeland Dairies Programme are Colin Kelly, CEO of Lakeland Dairies, Anne Smith, Group Head of Talent, Deirdre Cooke, L&D Coordinator and Mark Skinner, Network Manager, Food Drink Ireland Skillnet.





Strategic Management of AI and Digitalisation within the Food and Drink Industry

A 2-day training programme designed to provide learners with the strategic capability to link digitalisation investments to business outcomes.

Who should attend?

Business leaders and decision-makers driving strategic initiatives within their organisations. This includes C-suite executives, heads of business units, functional leaders and senior managers responsible for strategy, transformation and innovation.

Trainer

Aitheria Partners: Patrick Ward, an AI and Digitalisation Strategist, Consultant as well as part-time lecturer in Digital Transformation in UCD Smurfit Business School.

Participant Prerequisites

+ Current responsibility for, or significant influence over, digitalisation initiatives
+ Authority and opportunity to implement learnings within their organisation
+ Commitment to complete between-session application work (3-5 hours between the two one-day sessions)
+ A technical background is not required, but curiosity regarding the role digital and AI can play in business transformation will be helpful. We will cover key terminology, but the focus is on business strategy rather than technical implementation.

Programme cost

Programme available as open course or delivered in-company:

+ Open Course - €600 per participant
+ In-company - €5,500 per company

Duration

Delivered 2 full days, in-person, with 2-3 weeks between sessions.

"Over 70% of food companies are stuck when it comes to AI and Digitalisation."

FDI Skillnet members:	In-company:	Non-members:
€600 per person	€5,500 per company	€950 per person



Microsoft Copilot

A series of targeted 1.5-hour webinars showing how to evaluate, apply and maximise Microsoft 365 Copilot to build day-to-day productivity across everyday manufacturing workflows.

Who should attend?

HR, L&D, Operations, Finance, Commercial, Quality and Administrative personnel in food and drink businesses who use Microsoft 365 daily and want to streamline communication, reporting and data analysis.

Trainer

E-Bridge is a leading provider of customisable IT Training Nationwide

Microsoft Copilot Essentials

This session introduces Microsoft 365 Copilot in plain English, showing where it fits into everyday work, how to access it safely, and how to get reliable results using practical prompting techniques. It will demystify Copilot and set out clearly what is available with the free version versus the paid/licensed version of Copilot. Learn how to make greater use out of Free Copilot let us help you to decide if the licensed product is for you. Should you decide to purchase the license, further deep dive Copilot sessions are available in the various applications including: 'Outlook & Teams', 'PowerPoint & Word', and 'Excel'.

Microsoft 365 Copilot Practical Skills: Outlook and Teams

This course introduces users to Microsoft 365 Copilot (licensed version) with a practical, task-based focus. Participants learn how to use Copilot effectively in Outlook & Teams OneDrive, based on real workflows demonstrated during the training session.

Microsoft 365 Copilot Practical Skills: Excel

Copilot Practical Skills: Excel is a hands-on session that shows participants how to use Copilot in Excel to clean data, analyse information, and create formulas, visuals, and pivots using plain language prompts. Participants will understand when to use Chat vs App Skills mode and gain an introduction to Agent mode, with a strong focus on practical, responsible use in everyday Excel work.

Microsoft 365 Copilot Practical Skills: Word & PowerPoint

This course builds practical capability in using Microsoft 365 Copilot within Word, and PowerPoint, focusing on working in context, applying Copilot responsibly, and using it to save time while maintaining professional judgement. All content aligns with features available in the licensed version of Copilot.

Programme cost

Available on request.

Duration

1.5 hours per webinar

FDI Skillnet members:	Non-members:
On request	*On request*

Level 9

FOOD INDUSTRY SKILLS

Postgraduate Certificate in Food and Drink Regulatory Affairs

Understand the theory and best practice of regulatory structures and procedures with option to progress to a full MSc in Food Regulatory Affairs.

Who should attend?

Those working in technical areas such as quality, food safety, regulatory affairs or R&D, who need to have the knowledge and skills to be able to understand food regulations and how they impact their business.

Trainer

Atlantic Technological University (formerly Institute of Technology, Sligo).

Objectives

This is a one-year part-time Level 9 Postgraduate 'Certificate in Food Regulatory Affairs' (30 credits) consisting of five modules delivered over two semesters. The programme is available online using a combination of distance-learning, e-learning and workshops to provide an overall blended learning approach. This programme will enhance trainee's knowledge and professional competence in Food Regulatory Affairs and allow them to demonstrate these skills in the context of their own role. Students must have at minimum a Level 8 Award or Level 7 with at least three years relevant work experience to be accepted on this programme.

Programme content

Course Code	Modules	Credits	Semester
REGU09013	Framework of Food Regulations	10	1
REGU09014	Food Processing Regulations	5	1
REGU09015	Claims and Labelling – Food to Market	5	2
REGU09016	Supply Chain Integrity	5	2
REGU09017	Professional Development in Food Regulatory Affairs	5	2

Programme assessment

Continuous Assessment (CA) forms 100% of the marks for each module. CA will include the following: Scenario Based-Written Assignment, MCQs, Short Assessments, Quizzes, Presentations, Reflective learning journals, Team-based assignments, Group project, Case study analysis and an individual portfolio of learning.

Approach

Online/blended programme designed for students who want to study part-time at a pace that matches their work life balance. Live lectures will be provided online weekly and can be accessed throughout the programme. In addition, there are two workshops per semester to encourage group discussion and give the opportunity to raise questions.

FDI Skillnet members: €2,900 per person

Non-members: €4,500 per person



Level 9

FOOD INDUSTRY SKILLS

MSc. in Food and Drink Regulatory Affairs

An MSc programme that provides learners with key knowledge in food regulations along with the critical thinking skills to be able to apply them to your business.

Who should attend?

Employees in the Food and Drink sector, working in technical areas such as quality, food safety, regulatory affairs or R&D, who need to be able to interpret regulations and understand their implications to their business. Participants may have a variety of backgrounds, including food science, food engineering, home economics, microbiology, however, many have not had any formal training in food regulations.

Trainer

Atlantic Technological University (formerly Institute of Technology, Sligo)

Objectives

Develop a thorough understanding of the theory and best practice relating to Food and Drink sector regulatory structures and procedures along with the skills to act autonomously in the effective application and interpretation of regulations to their business.

Programme content

Certificate Level (30 credits)
+ Framework of Regulations
+ Food Processing Regulations
+ Claims and Labelling
+ Supply Chain Integrity
+ Professional Development

Diploma Level (30 credits)
+ Research methods in Food Regulatory Affairs
+ Managing Trends and Divergence in Food Regulatory Affairs
+ Sustainable Food Systems and Regulatory interactions
+ Current and Future issues impacting Food Regulations

Masters (30 credits)
+ Dissertation / Research Project
+ Company-focused
+ Lit Review
+ Research
+ Findings
+ Recommendations

Programme Assessment

With a heavy emphasis on practical application, participants are assessed via Continuous Assessment (CA) forms 100% of the marks for each module – no exams. CA will include the following: Scenario Based-Written Assignment, MCQs, Short Assessments, Quizzes, Presentations, Reflective learning journals, Team based assignments, Group project, Case study analysis, individual portfolio of learning.

Duration

Two years

Programme cost

Participants have the option to claim their Certificate or alternatively progress to Diploma on pathway to MSc in Food Regulatory Affairs.

+ PG Certificate (€2,900)
+ PG Diploma (€2,900 + €2,900)
+ MSc (€2,900 + €2,900 + €2,150)

FDI Skillnet members:	Non-members:
€7,950 per person	€12,000 per person

" In a constantly evolving and challenging regulatory landscape, it remains essential that Irish Food and Drink businesses continue to prioritise the importance of legislative knowledge and compliance. Understanding, interpreting and applying food legislation is an essential requirement for a diverse range of roles across our industry. This course has been specifically developed in conjunction with leading experts across the Irish food sector. It not only increases knowledge but also develops the necessary skills of learners to apply these regulations to their business in a practical manner."

Aoife Moran, Regulatory Affairs,
Food Drink Ireland





Managing Food Safety Incidents

A 1-day training programme designed to strengthen food businesses capability in preventing, managing and recovering from food safety incidents, including product withdrawals and recalls.

Who should attend?

Those who wish to develop the knowledge, skills and confidence required to respond effectively to regulatory, customer, commercial and public scrutiny during a food safety event.

Trainer

Pareire Consulting: Established in 2024 as a bespoke risk management service provider to Irish and International food, feed, nutrition and packaging companies.

Objectives

The primary objective of this training is to improve organisational preparedness for food safety incidents by providing a structured and practical approach to incident management.

The workshop enables participants to:

+ Understand legal and regulatory obligations relating to food safety incidents, withdrawals and recalls.
+ Develop a clear understanding of incident escalation, risk assessment, containment, communication and recovery processes.
+ Strengthen crisis management capability through realistic, time-pressured incident simulations.
+ Build robustness into food safety management systems through improved preparedness, documentation, traceability and decision-making.
+ Clarify roles, responsibilities, and accountabilities across technical, operational, commercial, communications and leadership functions.
+ Apply standardized tools and templates that support consistent and evidence-based decision making.

Programme content

+ **Introduction and Incident Management Principles**
+ **Guidance Framework and Best Practice**
+ **Crisis Management Tools and Templates**
+ **Live Incident Simulation**
+ **Final Debrief and Lessons Learned**

Duration

1 day – in-person training.

Programme cost

Programme also available as closed "in-company" course for €2,400 per company.

FDI Skillnet members:	Non-members:
€300 per person	**€450 per person**



HACCP Introduction

Designed for those working in the food industry who need to understand HACCP at a basic level to avoid food poisoning or harm

Who should attend?

General management, quality/production/maintenance staff, catering/retail personnel and Human Resources with the responsibility to plan and manage staff training needs.

Trainer

SQT Training are leading providers of quality management and auditor training within the Food and Drink sector. For over 25 years, they have been delivering training to the sector to help companies improve standards, maintain compliance and drive efficiency.

Objectives

Candidates will be led through the HACCP System Model explaining the specific requirements. Trainees will become familiar with Irish & International Standards and be able to participate in a HACCP team carrying out prerequisites and verification processes in an efficient manner while communicating essential HACCP principles to other staff members.

Programme content

+ Course Introduction
+ Tutor & Delegate Introduction
+ Basic Food Hygiene
+ Causes of Food Poisoning
+ Introduction to Food Safety Legislation
+ Food Safety Model
+ Pre-requisite Programme
+ 7 HACCP Principles
+ 12 Codex Steps
+ Course Review

Duration

2 day programme

FDI Skillnet members:	Non-members:
€250 per person	€395 per person

02 days

HACCP – Development, Implementation and Verification (QQI Level 5)

Understand the key elements involved in implementing an effective and compliant HACCP plan

Who should attend?

General management personnel who wish to develop basic Food Safety knowledge, as well as those involved in Quality Assurance or Technical Personnel who have specific responsibilities for Food Safety.

Trainer

SQT Training are leading providers of HACCP training within the Food and Drink sector. For over 25 years, they have been delivering training to the sector to help companies improve standards, maintain compliance and drive efficiency.

Objectives

- Understand the legal requirements of Hygiene Packages (852/2004, 178/2002)
- Be familiar with the Irish & International Standards that are specific to the sector
- Understand the elements & importance of an effective pre-requisite program
- Understand the Seven Principles & Common terms involved in HACCP
- Be familiar with Hazard Analysis and Risk Assessment Techniques
- Participate in a HACCP Team, co-ordinate the work of a HACCP Team
- Develop and implement a HACCP plan and verify effectiveness

Programme content

Day 1

- Causes of Food Poisoning
- Legislation 178/2002, 852/2004 Commission Notice 2016/C 278/01
- Code of Practice: Irish Standard IS 340/ IS 341 International Standard ISO 22000 (FSSC) BRC Global Food Safety Standard
- Key Definitions
- Management Commitment
- Pre-requisite Program (G.M.P)
- History /Benefit of HACCP
- HACCP Plan Development
- 12 Steps covering 7 Codex Principles

Day 2

- Principle 1: Identify Hazards and Risk Assessment
- Principle 2: Identify Critical Control Points
- Principle 3: Establish Critical Limits & Validate
- Principle 4: Establish Monitoring System
- Principle 5: Establish Corrective Action Procedure
- Principle 6: Establish Documentation, Work Instructions, Check Sheets
- Principle 7: Establish Verification Procedure / review
- Course review and Evaluation

Duration

2 day programme

FDI Skillnet members:	Non-members:
€400 per person	€700 per person



Level 6

FOOD INDUSTRY SKILLS

Advanced HACCP Design & Validation based on Risk Assessment (QQI Level 6)

Designed for those working in the food industry who have the knowledge and competency to participate in the decision-making part of a HACCP Team.

Who should attend?

General management, quality/production/maintenance staff, catering/retail personnel, regulatory/engineering/ supply chain personnel and Human Resources with the responsibility to plan & manage staff training needs.

Trainer

SQT Training are leading providers of quality management and auditor training within the Food and Drink sector. For over 25 years, they have been delivering training to the sector to help companies improve standards, maintain compliance and drive efficiency.

Objectives

The course explains the concept of Risk Visualisation where every hazard identified is evaluated based on a scoring system from 1-9 or Green, Amber or Red. Food Safety Standards are assessed on their risk and ensuring teams become knowledgeable in the process of decision making.

Programme content

+ **Food Safety Legislation 178/2002, 852/2004, 2073/2005, Commission Notice 2016**
+ **Food Safety Standards: ISO 22000, ISO 22002**
+ **BRC Global Safety Standard**
+ **Risk Management – Principles & Guidelines**
+ **ISO 31000 :2009**
+ **Food Safety Strategy / Control Measures**
+ **Pre-requisites Vs Operation pre-requisites Vs HACCP Plan**
+ **Seven Codex Principles / 12 steps of HACCP**
+ **Risk Assessment & Risk Management Planning**
  - Hazard Identification
  - Risk Analysis
  - Risk Evaluation
  - Risk Monitoring
  - Risk Control
+ **Risk Visualisation**
  - Risk Reduction
  - Residual Risk
+ **Validation Vs Verification of PRPs, OPRPs and CCPs**
+ **QQI Examination and course assessment**

Duration

2 day programme

FDI Skillnet members:	Non-members:
€400 per person	€700 per person
Plus €110 certification	**Plus €140 certification**

01 day

HACCP Refresher

A recap of the key skills, methods and approaches required for development and delivery of a HACCP plan

Who should attend?

General management personnel who wish to develop basic Food Safety knowledge. Those involved in Quality Assurance and Technical Personnel who have specific responsibilities for Food Safety as well as Engineering and Maintenance Personnel.

Trainer

SQT Training are leading providers of HACCP training within the Food and Drink sector. For over 25 years, they have been delivering training to the sector to help companies improve standards, maintain compliance and drive efficiency.

Objectives

Candidates will understand the Seven Principles and common terminology involved in HACCP. Trainees will become familiar with Irish and International Standards, and be able to participate in a HACCP team carrying out prerequisites and verification processes in an efficient manner while communicating essential HACCP principles to other staff members.

Programme content

+ **Food Safety Culture**
+ **Department roles & Responsibilities**
+ **Food Safety Legislation**
+ **Codes of Practice**
  - Irish Standards IS340 – Catering
  - IS 341 – Retail /Wholesale
+ **International Food Safety Standard, FSSC, BRC**
+ **Food Safety Model**
+ **Key Definitions / Terminology**
+ **Prerequisite Programme (15 PRPs)**
+ **History and Benefits of HACCP**
+ **Risk Assessment Methods**
+ **7 HACCP Principles**
+ **12 Codex Steps**
+ **Probability Vs Severity**
+ **Risk Reduction**
+ **Residual Risk**
+ **Risk Visualisation**

Duration

1 day programme

FDI Skillnet members:	Non-members:
€250 per person	**€395 per person**



Level 6

FOOD INDUSTRY SKILLS

Instructor Skills for the Food and Drink sector (aka Train the Trainer)

A two-day training programme, delivered online, that give in-company trainers in the food and drink sector the key skills in developing and delivering training courses.

Who should attend?

QA personnel responsible for induction training. HR Personnel. Team Leaders or any personnel responsible for delivering training modules to production operatives.

Trainer

SQT Training are leading providers of quality management and auditor training within the Food and Drink sector. For over 25 years, they have been delivering training to the sector to help companies improve standards, maintain compliance and drive efficiency.

Objectives

Develop the competence to carry out a training needs analysis to identify the training needs of relevant staff.

- Be able to develop training plans / lessons for F.B.O. staff
- Know how to prepare and design a training programme to meet the training needs identified
- Know the appropriate visual aids to be used to impart the required knowledge
- Understand how people learn, Active Vs Passive Learning
- Know how to create the correct learning environment to make learning more effective and help your learner remember more
- Establish competency evaluation methods to assess the return on investment in training
- Acquire the presentation skills necessary to become confident and competent in delivering training programmes

Programme content

- **Importance of Food Safety and Health and Safety training in food business**
- **Fear of presenting**
- **How people learn**
- **Identifying the training need**
- **Planning the training programme**
- **Delivering the planned training**
- **Presentation skills**
- **Feedback**
- **Evaluation and Assessment**

Duration

2 day programme

FDI Skillnet members:	Non-members:
€400 per person	€595 per person

05 days

Quality Management Systems / Lead Auditor (ISO 9001:2015)

Enhance your knowledge of auditing and QMS, becoming a more competent, confident and effective auditor

Who should attend?

Those who intend to become practising auditors, who have responsibility for conducting external audits. Those who manage the development and implementation of Quality Management Systems. Anyone who wish to enhance their auditing skills and knowledge.

Trainer

SQT Training are leading providers of quality management and auditor training within the Food and Drink sector. For over 25 years, they have been delivering training to the sector to help companies improve standards, maintain compliance and drive efficiency.

Objectives

To provide delegates with a good understanding of process auditing, including the benefits and advantages from proper implementation of ISO 9001. Trainees will be able to competently audit entire QMS against the requirements of ISO 9001.

Programme content

+ **Purpose and Benefits of:**
  - Quality Management Systems
  - ISO 9000 Series of Standards
+ **ISO 9000 – Concepts and Terminology**
+ **Structure, purpose and interrelationships:**
  - ISO 9000
  - ISO 9001
  - ISO 9004
  - ISO 19011
+ **Difference between auditable standards and guidance documents**
+ **7 Quality Management Principles**
+ **Certification/Registration and Accreditation Processes**
+ **Types of Audits**
  - Legal Compliance
  - ISO Standards
+ **Process Approach/ Checklists / Process-Based Audit Plans**
+ **Conduct, Report, Follow up QMS Audits**
  - Methodology
  - Questioning Techniques
  - Roles and Responsibilities
+ **IRCA Auditor Certification Requirements**

Duration

5 days in person or 10 X 0.5 days online

FDI Skillnet members:	Non-members:
€800 per person	€1,290 per person

Traineeship in Meat Industry Skills

Accredited traineeship programme at Award, Certificate and Diploma level in knife skills incorporating trimming and boning for meat plants

Who should attend?

Those in the meat industry who require additional knifing and boning skills to work on a high speed de-boning line. Those who are new to the industry or working in different areas of the plant and wish to become proficient in knifing and boning.

Trainer

Sapphire Training Solutions are specialist providers of traineeship programmes in Ireland. As an approved certification centre, they specialise in the development, assessment and validation of accredited programmes from FDQ and City & Guilds.

Objectives

To provide meat processors with the essential skills, tools and framework needed to deliver in-house training in knifing and boning skills. To develop the ability to work in a fast paced environment within meat processing plants. Candidates will enhance their abilities in this programme and will have the ability to move up the line.

Programme content

Award
Covers general operator skills
+ Overview of Irish Food Sector
+ Manual Handling
+ Hygiene and Cleaning
+ Chemical Handling
+ Health and Safety
+ Food Safety in Manufacturing
+ HACCP

Certificate
Covers basic knife and trimming skills
+ Introduction to Knives
+ Sharpening and Maintenance
+ Different Meat Cuts
+ Boning and Trimming
+ Carcass Splitting / Chilling
+ Meat Processes after Chilling

Diploma
Covers advanced knife, trimming and slaughtering skills
+ Slaughtering
+ Quality Standards in Food Manufacturing
+ Introduction to Lean – Meat Industry
+ Technical Project (Assignment)

Duration

Training is customised to individual plant requirements.

06 months

Level 9

SUSTAINABILITY

Postgraduate Certificate in Sustainable Food Systems

A Level 9 programme, delivered online, to support the development of knowledge and skills to develop sustainable solutions in the food and drink sector.

Who should attend?

Those in industry with full or increased levels of responsibility in sustainability within their businesses. Working in a variety of functions with various 3rd level qualification, but without a qualification in Sustainability.

Trainer

Atlantic Technological University (formerly Institute of Technology, Sligo).

Objectives

- Demonstrate a thorough understanding of policies, best practice, sustainable tools and theories that shape the world of food sustainability systems.
- Apply systems thinking approaches to critically and creatively evaluate the complexity of food systems and identify current and future challenges that may arise when adopting a sustainable system.
- Identify, assess and propose sustainable solutions to real-world systems.

Programme content

Module 1 – Sustainability and Food and Drink Manufacturing

+ Sustainability and Sustainable Development Goals
+ Environmental, social and economic sustainability
+ Ecosystems and natural capital
+ Circular economy and sustainability and opportunities for food manufacturers
+ Circular economy models – EU Farm to Fork Strategy
+ Sustainability in practice and sustainable systems.
+ Irish and EU Policy including the common agricultural policy and the European Green Deal
+ Sustainable development indicators
+ Economic methods for measuring sustainability and measuring sustainability beyond money

Module 2 – Systems thinking

+ What is systems thinking?
+ Global food systems.
+ Systems thinking tools
  - LCA, Systems Maps, Input-Output Analysis.
+ Using systems thinking
  - fixing broken systems, designing systems and closing material loops.
+ Problem solving in a systems context

Module 3 – Sustainable Food Production

+ Resource use and management worldwide and in Ireland
+ Current status of energy, water and material reserves and usage patterns
+ Pressures on the food sector to improve environmental performance and reduce costs
+ Relevant EU and Irish policy
+ Environmental licensing process including categories of licence (IE, IPC, Waste activity, GHG)
+ Resource efficiency frameworks
+ Waste management hierarchy
+ Audit development and best practice
+ BAT guidance documents
+ Audit implementation, recommendations and management review
+ Life cycle thinking and assessment.

Module 4 – Sustainability across the supply chain

+ The principles of sustainable food supply chains
+ The role of traceability on sustainable food production
+ Food waste vs food loss and valorisation.
+ Contribution of packaging and labelling on food waste
+ Food Labels related to sustainability including front-of-pack, country of origin and voluntary labelling
+ Food choices of consumers including sustainable diets

Programme Assessment

A combination of module specific projects (individual and group based) along with 1 large project that links the programme learning with the practical application within the business.

Duration

Six months

FDI Skillnet members:	Non-members:
€2,900 per person	€4,500 per person



Level 9

SUSTAINABILITY

MSc. in Sustainable Food Systems

An MSc that provides learners with the tools and critical thinking skills to lead Sustainability projects within their business.

Who should attend?

Those in industry with full or increased levels of responsibility in sustainability within their businesses. Working in a variety of functions with various 3rd level qualifications, but without a qualification in sustainability.

Trainer

Atlantic Technological University (formerly Institute of Technology, Sligo).

Objectives

Develop a thorough understanding of policies, best practice, sustainable tools and theories that shape the work of sustainable food systems along with key skills in systems thinking, critical to evaluating complex food systems and developing sustainable solutions to real-work food systems.

Programme content

Certificate Level (30 credits)
+ Introduction to Sustainability and Sustainable Food Systems
+ Systems thinking
+ Sustainable Production
+ Sustainability and the Food Chain

Diploma Level (30 credits)
+ Sustainable Food Systems and Regulatory interactions.
+ Research methods in Sustainable Food Systems
+ Sustainable and International Markets
+ Professional Development in Sustainable Food Systems

Masters (30 credits)
+ Thesis / Research Project
+ Company focused
+ Lit Review
+ Research
+ Findings
+ Recommendations

Programme Assessment

With a heavy emphasis on practical application, participants are assessed via Continuous Assessment (CA) forms 100% of the marks for each module – no exams. CA will include the following: Scenario Based-Written Assignment, MCQs, Short Assessments, Quizzes, Presentations, Reflective learning journals, Team based assignments, Group project, Case study analysis, individual portfolio of learning.

Duration

Two years part-time

Programme costs

Participants have the option to claim their Certificate or Diploma on successful completion of the relevant academic stage, or, alternatively progress to next level on pathway to MSc in Sustainable Food Systems.

+ PG Certificate (€2,900)
+ PG Diploma (€2,900 + €2,900)
+ MSc (€2,900 + €2,900 + €2,150)

FDI Skillnet members:	Non-members:
€7,950 per person	€12,000 per person

11 days

Level 7

Certificate in Sustainable Food Packaging

A certified programme that provides a solid and practical foundation in food packaging in order to support more sustainable choices.

Who should attend?

The course is ideal for those responsible for making sustainable packaging choices, such as Packaging Managers or Specification Officers and those working with packaging and NPD (new product development), from the Supply Chain, Production, Marketing, Packaging Technology and Procurement Departments.

Trainer

The Irish Packaging Society and Leonard Little & Associates Ltd.

Objectives

Delivered over 11 x ½ days, the programme is designed to deliver the following:

- To aid and support the development of a sustainable business strategy with a focus on Packaging
- To develop a sound foundation and understanding of packaging
- To build and develop sustainable thinking, and help the student apply this new knowledge to their job and to a practical course project
- To help enable, the development of a circular economy, to retain material value, enhance resource efficiency and address growing resource scarcity concerns
- To learn about the various materials and formats, the alternatives, the reuse, or the recyclability and the best sustainable choices for your product type, business, and the environment

The key outcome for participants, will be the ability to critically evaluate their current packaging formats and reflect on the required functionality of that packaging, with a view to making good sustainable choices. Having identified needs they will be able to diagnose and apply the knowledge to create a pack change plan, for those less sustainable packaging choices and consider the next step for the more difficult format challenges.

Programme content

- **Sustainable Packaging Overview**
  - Choices, challenges, and issues
- **Functions of Packaging, Hazards of Distribution and Food Safety**
- **NPD process**
  - Stages, Keylines, Origination, Proofs, Timelines etc
- **The Importance of Specifications**
  - Working with Suppliers
- **Project Brief**
  - Product Choice, Methodology, Learning Outcomes
- **Materials and Conversion Processes**
- **Student Project Support**
- **Sustainability & Legislation**
- **Sustainability**
  - Fit for Purpose Packaging
- **Carbon Footprint, Life Cycle Assessment and Systems**
- **Packaging for a Circular Economy**
- **Student Project**
  - Presentation to Group, Marking and Feedback

Duration

11 X 0.5 days

FDI Skillnet members:	Non-members:
€1,050 per person	€1,700 per person



Understanding Finance for non-Financial Managers in the Food and Drink sector

Learn how to read and understand key financial indicators for sustainable food and drink businesses

Who should attend?

Managers in the Food and Drink sector.

Trainer

Established 15 years ago, **Invisio** are highly rated providers of people and organisational development training.

Objectives

At the end of this programme, participants will understand how they can use their accounts to better run their business/department and understand the fundamental principles behind the compilation of company accounts. They will be able to analyse and interpret the data in a meaningful way, using defined financial ratios and key performance indicators. In addition, they will be able to understand the techniques used in forecasting and budgeting, as well as the principles of investment appraisal.

Programme content

+ **Understanding Financial Techniques**
+ **The Basics of Accounting**
+ **Financial indicators for a sustainable business**
+ **Analysing Accounts**
+ **Contribution Analysis**
+ **Forecasting and Budgeting**
+ **The Evaluation of Expenditure**
+ **What Matters Most?**
  - Profit Sensitivity Analysis
+ **The link between quality management and finance**

Duration

1 day programme

FDI Skillnet members:	Non-members:
€190 per person	€350 per person



Project Management Essentials for non-Project Managers

Learn how to plan, execute and control a project to a successful conclusion

Who should attend?

Across the Food and Drink sector, many managers are being tasked with additional projects as part of their learning and development. Many have never received formal project management training and this course is designed to help them understand the basic principles to see a project through to the end in an efficient and successful manner.

Trainer

Established 15 years ago, **Invisio** are highly rated providers of people and organisational development training.

Objectives

This intensive 1 day workshop aims to enhance participants understanding and appreciation of the characteristics of successful project leaders. At the end of this programme, trainees will understand the phases of a project, how to estimate resource needs, how to manage stakeholder communication as well as how to plan, execute and control a project from initiation to a successful conclusion.

Programme content

+ **Introduction to Project Management**
+ **Phase 1 – Project Initiation and Definition**
+ **Phase 2 – Project Planning**
+ **Phase 3 – Execution and Control**
+ **Phase 4 – Project Close and Review**
+ **Post Course Action Plan**

Duration

1 day programme

FDI Skillnet members:	Non-members:
€250 per person	€395 per person



Time Management

Learn how to take control of your time and become more effective and efficient on a daily basis

Who should attend?

Those who find that there are not enough hours in the day and find it difficult to achieve their goals in a timely manner.

Trainer

Established 42 years ago, **Carr Communications** are highly rated providers of people and organisational development training.

Objectives

A practical, one day training programme aimed at providing participants with the tools to take control of the time they have, how to view time as a resource and schedule the important things. Trainees will learn how to avoid time thieves, prioritise their work load and influence others to help achieve their outcomes.

Programme content

+ Self Assessment: How I use my time
+ Case Study – Working in Pairs
+ Clarify the Purpose of your Role
+ Activities Evaluation Matrix
+ The Urgency Scale
+ My Weekly Plan
+ The Behaviours of Effective People
+ Time Management Techniques
+ Beware the Busy Manager
+ Twelve Steps to Effective Delegation
+ Commitment and Action Planning

Duration

1 day programme

FDI Skillnet members:	Non-members:
€190 per person	€350 per person



Presentation Skills

Learn how to deliver confident and effective presentations and reach your objectives in an interesting and impactful way

Who should attend?

Those whose role requires them to make presentations on a more regular basis and who would benefit from training that would support them in the preparation and delivery, including handling nerves.

Trainer

Established 42 years ago, **Carr Communications** are highly rated providers of people and organisational development training.

Objectives

This 1-day course will help trainees identify and meet the needs of an audience, reach their presentation objectives, learn how to handle nerves, get tips on effective use of PowerPoint, be interesting, understandable, memorable and ultimately deliver successful presentations.

Programme content

+ Agreeing Criteria for Effective Presentation
+ Record Case Studies
+ Creating Audience Focus
+ Creating Understanding
+ Delivery Issues
+ Visual Aids
+ Creating Impact
+ Structure and Logic in Preparation
+ Group Presentations
+ Agree Future Steps / Commitments

Duration

1 day programme

FDI Skillnet members:	Non-members:
€225 per person	€395 per person

02 days

Crisis Communication and Reputation Management

An online course in crisis preparedness, crisis communications and reputation management for companies in the Food and Drink sector.

Who should attend?

Company owners, Managing Directors, General Managers, Communications / Public Affairs Managers and Crisis Management teams in the Food and Drink sector.

Trainer

Carr Communications are specialists in crisis management with a proven ability to support an organisation during a time of intensive media scrutiny.

Objectives

At the end of the programme participants will develop:

- A firm grasp of the context in which they are operating and the threats to this
- The ability to create and enhance any existing crisis strategies
- Clear strategies for engaging with your stakeholders
- An understanding of the tools for evaluating risk and aiding decision-making
- A solid grounding in media requirements
- A strong understanding of how to handle media and put robust processes in place
- The ability to evaluate and plan for recovery

Programme content

Part 1: 6 hour online session for Crisis Management Team

+ Introductions and context
+ Evaluating the risks that can lead to a crisis in your business
+ Formulating a crisis communication strategy
+ How to identify and prioritise risks
+ Analysing your audiences and stakeholders and their communications needs during a crisis
+ Golden rules of Crisis Communication
+ Evaluating your reputation
+ How to make better decisions during a crisis
+ How to communicate with and maintain relationships with stakeholders during a crisis
+ When and how to engage and manage the media
+ Handling social media
+ Post-crisis evaluation and developing a recovery plan

Part 2: 2 hour one-to-one media coaching session for potential spokespersons

Duration

2 day programme

Programme delivered as an in-company course only with up to 8 participants.

FDI Skillnet members:	Non-members:
€1,350 per company	€1,800 per company



Microsoft Excel – Advanced

Acquire the essential skills needed to use Excel effectively and to its fullest potential on a day-to-day basis.

Who should attend?

Advanced level is for those who have a proficient working knowledge of Microsoft Excel and wish to learn the advanced features.

Trainer

E-Bridge is a leading provider of customisable IT Training Nationwide

Objectives

The aim of the course is to cover all the essential topics required to use Excel effectively on a day-to-day basis including: data entry, formatting, changing page settings & writing formulas. We will also look at shortcuts and quicker ways of performing everyday tasks and concentrate on common problem areas.

Programme content

Advanced level

+ **Named Ranges**
+ **Database Features**
+ **Outlining and Grouping data**
+ **Working with Pivot Tables**
+ **More on Functions**
+ **Using Auditing Tools**
+ **Consolidating Data**
+ **Macros**
+ **Protecting Worksheets and Workbooks**
+ **Others**
  - Data Validation
  - Conditional Formatting

Duration

1 day programme

FDI Skillnet members:	Non-members:
€150 per person	€300 per person



Personal Productivity with Microsoft Outlook

Learn the skills, knowledge and habits to effectively use Microsoft Outlook as a Personal Productivity tool

Who should attend?

Daily users of Outlook who are looking to use it more efficiently.

Trainer

E-Bridge is a leading provider of customisable IT Training Nationwide

Objectives

The aim of this training programme is to provide participants with a practical and workable solution to managing their workload and time more effectively. Trainees will learn how to take control through customisation of Microsoft Outlook's features and tools. This will provide the trainee with the ability to prioritise, set, manage and achieve realistic goals and tasks.

Programme content

+ **Time Management Principles**
+ **Overview of Microsoft Outlook Basics**
+ **Customise Microsoft Outlook**
+ **Working with your Personal Calendar and Tasks**
+ **Working with Email**
+ **Working with your Address Book**
+ **Working with Others/ Data Collaboration**

Duration

1 day programme

FDI Skillnet members:	Non-members:
€150 per person	€300 per person



Power Bi

Build practical business intelligence and reporting capabilities using Microsoft Power BI to analyze operational data and create interactive visual dashboards.

Who should attend?

Operations, Finance, Quality, Commercial, Supply Chain and HR professionals in food and drink manufacturing businesses who need to transform routine data into interactive reports, dashboards and automated business insights.

Trainer

E-Bridge is a leading provider of customisable IT Training Nationwide

Objectives

Power BI is a business analytics service developed by Microsoft. It provides interactive visualizations and business intelligence capabilities with an interface simple enough for end users to create their own reports and dashboards. Power BI allows users to connect to a wide variety of data sources, both on-premises and in the cloud, and then transform and model the data for analysis, reporting and decision-making.

Programme content

Power BI - Overview

+ The Microsoft Power Platform
  - Power BI Desktop & Power BI Service
  - Power Automate & Power Apps
  - Power Query & Power Pivot

+ Power BI Desktop
  - Getting and Transforming your data
  - Using Filters and Slicers
  - Publishing to the Power BI Service

+ Power BI Service
  - Reports, Pages, Dashboards

Getting the Data

+ The Power Query Editor
  - Layout

+ Connecting to Data Sources
  - Excel files: sheets, tables
  - SQL Server, AzureSQL
  - Access databases
  - Dataverse
  - Web pages

Transforming and Modelling the Data

+ Transforming Data
  - Removing, renaming, splitting, merging columns
  - Removing top rows, duplicates, errors
  - Promoting header rows
  - Changing case and trimming spaces
  - Changing data types
  - Filtering and Sorting
  - Replacing values
  - Filling down

+ Modelling Data
  - Creating Relationships
  - Adding new columns
  - Creating Measures

Reporting and Visualisations

+ Building Reports and Visualisations
  - Managing Report Pages
  - Changing Report View Options

+ Working with Visualisations
  - Matrixes, Tables and Charts
  - Cards, Slicers

+ Filters and Slicers
  - Filtering scope: Report, Page, Visualisation
  - Using Slicers

The Power BI Service

+ Using Workspaces
+ Creating Dashboards
  - Adding and Positioning Tiles
  - Configure Tile Alerts

Duration

2 X 0.5 days

FDI Skillnet members:	Non-members:
On request	*On request*

Food Drink Ireland Skillnet

"Collaborating with industry counterparts to address essential skills gaps is something of real value to ARYZTA Ireland. Since the launch of the network they have developed essential programmes to address knowledge and skills gaps, that would have not been available to us, had it not been for the Food Drink Ireland Skillnet."

Emily Malone, Aryzta Ireland

"The Food Drink Ireland Skillnet has been a brilliant resource for me over the years. As a HR professional, it is essential to receive quality and value in our learning and development programmes. With the Food Ireland Ireland Skillnet, you can be guaranteed quality, flexibility and value from money. It is an amazing resource providing the latest, up to date courses from the best providers."

Wayne Green, Pat the Baker

Notes

Notes

Working with member companies to develop learning programmes critical to the long term sustainability and success of the Food and Drink sector.

Food Drink Ireland Skillnet

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Food Drink Ireland
Ibec

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Skillnet IRELAND

Rialtas na hÉireann
Government of Ireland

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