



## Certificate in Leadership and Management

20 LESSONS PER WEEK

### Course description

Our tailored made Certificate in Leadership & Management programme provides support to business development professionals who require English to explore their business knowledge while presenting, organising and conducting commercial presentations and meetings in an International environment.

Our summer three weeks Certificate Programme is the ideal option for applicants who need skills in a specialist area. These courses are dynamic and practical with an emphasis on developing real skills that can be applied immediately to any workplace.

### Who is it for?

Whether you are working within a small medium sized enterprise or a large multi-national or you simply study business at university level, we offer an extensive executive portfolio of syllabi so that you can make a successful impact in your chosen career and implement strategies to lead, manage, and delegate in a corporate globalised economy. We analyse your leadership style and develop your skills for maximum impact in your organisation.



GALWAY CULTURAL INSTITUTE



**Galway Cultural Institute** is situated in one of the most beautiful spots of Galway just on the Salthill promenade that stretches along the Galway Bay of the Atlantic Ocean. The beach is one minute away and you can easily reach the city centre within a ten minutes' walk.



Galway Cultural Institute is one of Ireland's premier language schools. Since 1989, GCI has provided English language programmes to students from all over the world. Our facilities are excellent and our teachers are the best.









The Accreditation and Co-ordination of English Language Services



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**PROGRAMME HIGHLIGHTS**

	<p>Minimum age 18</p>
	<p><b>Class Size</b> Max. 16 students per class</p>
	<p><b>Levels</b> B2 – Upper Intermediate</p>
	<p>Course starts on <b>02.07.2018</b> and classes start at <b>13.00</b> Duration: <b>3 weeks</b></p>
	<ul style="list-style-type: none"> <li>✓ Improve core communication language skills for work</li> <li>✓ Enhance your business skills through English</li> <li>✓ Enjoy a technology enhanced environment</li> </ul>
	<ul style="list-style-type: none"> <li>✓ GCI Certificate</li> </ul>



COURSE DETAILS	MORNING OPTIONS ADD ANY OF THESE ELECTIVES
<p><b>Course objectives</b></p> <p>Our primary concern is to enhance your business skills through English. At its core is our aim to help you solve unique business challenges with solutions through English language learning. Our course objectives are to:</p> <ul style="list-style-type: none"> <li>• <b>Fine Tune</b> your Project Schedule</li> <li>• <b>Implement</b> Budgets and Assign critical tasks</li> <li>• <b>Equip</b> Leaders to interact with managers and team</li> <li>• <b>Deliver</b> Business Milestones on schedule</li> <li>• <b>Identify</b> competitive advantage when working in International Teams</li> <li>• <b>Produce</b> effective Management Documents</li> <li>• <b>Motivate</b> and organise a business team while dealing with communication breakdown</li> </ul>	<p><b>GENERAL ENGLISH 20 LESSONS</b></p> <p>Add General English Lessons in the morning to gain a better practice of English language.</p>
<p><b>Course content</b></p> <p>Your course is structured around an extensive 3 week syllabus to equip you with the necessary skills to develop your talents as a business leader. We provide skills to fine tune your project schedule in a pro-active and friendly way.</p> <p>Core Subjects for each course include:</p> <ul style="list-style-type: none"> <li>• Organising a Business meeting: Motivating a Business Team</li> <li>• Management Styles</li> <li>• Preparing for meetings: Resolving Teambuilding Problems</li> <li>• Building Relationships</li> <li>• Crisis Management</li> <li>• Leadership Strategies</li> <li>• Project Management</li> </ul>	<p><b>ONE TO ONE LESSONS</b></p> <p>Tailored one to one lessons to help students improve in a specific area.</p>
	<p><b>CERTIFICATE IN MARKETING &amp; SOCIAL MEDIA</b></p> <p>Continue your studies with this unique three weeks course, designed to offer an insight into how businesses can utilise social media networks to benefit and grow their business.</p>