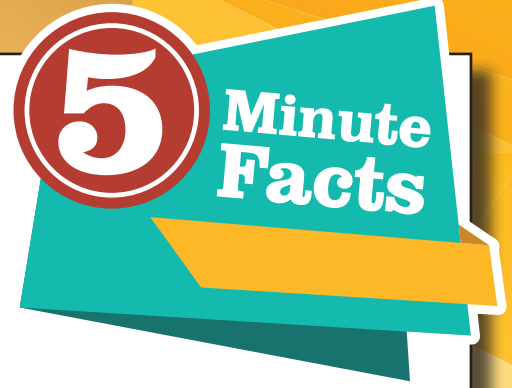


# Workforce Planning and Development



## What is it?

**We support the department in the delivery of workforce planning and development activity.**

### Why do we have it

Bolton is committed to the delivery of workforce planning and development to ensure we have the right staff, with the right skills and qualifications to be able to do their job effectively. We also are committed to ensuring that staff have opportunities for personal and professional development. This includes:

#### • **Children's and Adults Social Care Training**

We help the department to deliver a Children's and Adult Social Care workforce that is skilled, competent and ensure safe, quality services.

- Training programmes for mandatory, essential and specialist skills training
- E- Learning
- Matrices and Passport to support Personal Development Review (PDR)
- Workbooks, resources and tools to support programmes
- Making Research Count

#### • **Early Years, Schools and Play Training** (including the Voluntary, Community and Faith Sector)

We coordinate and deliver training programmes for the wider Children's workforce including Schools, Childminders, Day Care Settings, Community Faith sector, Youth Sport and Play to suit the mandatory and essential training needs of the Children's workforce. In addition we can arrange any of our training sessions to be delivered in the workplace or at a venue of your choice to small staff groups and school clusters.

We offer:

- Mandatory training
- Essential training
- New training
- Bespoke training
- Specialised training

#### • **Health and Social Care Vocational Qualifications**

Bolton Care Training and Assessment Centre (B.C.T.A.C) is accredited by City & Guilds to offer vocational qualifications in health and social care in both Adult and Children's Services.

# Workforce Planning and Development



- **Practice and Professional Development Social Work**

The Practice and Professional Development Team enables the regulation and support of social work education and training within a practice environment.

- Information for aspiring social workers
- Information for student social workers
- Information for newly qualified social workers
- PDR and Continued Professional Development (CPD) information for social workers and managers
- Post qualifying qualifications for social workers
- Information for practice educators or aspiring practice educators

## Key contact...

Children and Adults Workforce Development Team

Tel: **01204 332551**

Email: **WPD@bolton.gov.uk**

**All the local info I need is just a **click** away!**



[www.mylifeinbolton.org.uk](http://www.mylifeinbolton.org.uk)

**Bolton Council**