



# Mental Health And Wellbeing Training Catalogue 2023

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# ABOUT US

We were founded in 2014 with a clear goal to disrupt the recruitment industry by empowering employers to improve talent acquisition by combining our recruitment and training expertise with unrivalled data and insights.

We're on a journey to be a Global industry-leading people solutions business, empowering companies to create people strategies which add increased value to the organisation and its employees through our ability to blend consultative expertise with unrivalled data insights.

We believe that companies can discover, engage, acquire and train the best talent in the market using insightful information. Our approach is simple; to understand the challenges our customers face, identify the talent and skills they need and create bespoke training and development solutions to complement talent strategies, delivered in meaningful and energetic workshops using the art of storytelling.

When you work with Cogito, you benefit from some of the very best recruitment, employer branding, data analytics and training experts. We build programmes of work around your needs, applying our passion, skill and experience to transform the way your business conducts recruitment, engages talent and develops its employees.

# MENTAL HEALTH AND WELLBEING TRAINING

Our bespoke mental health training covers everything your employees need, from accredited supervision of mental health for first aid to industry specific workshops, allowing you to coat every employee in mental health awareness.

## WHY CHOOSE US?

Our lead mental health instructor Kirk Shortland has over 15 years of operational fire & rescue service experience for the UK's largest non-metropolitan fire & rescue service.

Kirk's story telling and unique delivery style makes our training a fully immersive experience for your learners.

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### Accredited Levels

Delivered virtually or in person through our accredited training partner Nuco Training, we offer a range of mental health first aider training options.

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### Tiered Approach

We recognise the importance of coating all employees with mental health & wellbeing awareness. Our bespoke range of workshops allow you to deliver on a modern mental wellbeing business strategy.



# MEET OUR INSTRUCTORS



## **Kirk Shortland** Learning & Development Specialist

Kirk has over 20 years of professional business services experience, infused with 15 years of operational exposure working on the frontline for the UK's largest non-Metropolitan Fire & Rescue Service.

He has a strong background in consulting, training and development, with expertise in enterprise, recruitment, human resources, and is an expert in mental wellbeing, as well as a nationally accredited mental health instructor.

His training and facilitation style is both motivational and warm, with a dynamic and fluid approach to working with all people and groups to deliver collaborative and enjoyable training programmes. He is a strong communicator, who flourishes when empowering individuals.

# MEET OUR INSTRUCTORS

## Rachel Parkes

### Director of Programmes

A CIPD and BPS accredited Talent and Development professional with experience within multi-channel retail, cosmetic and manufacturing industries. Rachel has a track record of building and leading inhouse Talent Acquisition and Learning and Development teams which support business success through attraction, development, and retention of employees.

Rachel has created development solutions from Early Careers to Mid Management and Leadership, Talent Development Centres and Management Development programmes and is particularly passionate about creating opportunities for team members to thrive.

Rachel oversees all transformation programmes within Cogito which encompass Talent Attraction, Development and Employer Branding. Rachel also recently qualified as a Mental Health First Aider in November 2022 and supports Kirk in the ongoing development of bespoke wellbeing training solutions.

# MENTAL HEALTH AND WELLBEING LIFECYCLE

Our wide range of training options enables employers to support the individual and collective growth of emotional intelligence throughout any organisation.





# ACCREDITED TRAINING



# Awareness of First Aid for Mental Health

FAA Level 1  
Award in  
Awareness of  
First Aid for  
Mental Health  
(RQF)



## Half-Day Training Course

Delivered by Kirk Shortland  
[Nuco Approved Instructor](#)

in association with  
**NUCO** training

This course is suitable for everyone within a workplace as it provides learners with the knowledge to identify suspected mental health conditions as well as the skills to start a conversation and be able to signpost a person towards professional help.

### Duration

A minimum of 4 hours spread over at least one day. Ideally, the course should be run in one day, but must be completed within 2 weeks of starting the course, with each training session a minimum of two hours.

### Syllabus

A range of First Aid for Mental Health related subjects are covered including:

- What is First Aid for Mental Health?
- Identifying mental health conditions.
- Providing advice and starting a conversation.
- Stress.
- Mental health conditions.

### Numbers

A maximum of 16 delegates are allowed on the course.

### Assessment

A range of methods are used, including practical and questioning (open and multiple-choice).

### Certification

A Level 1 Award in Awareness for First Aid for Mental Health will be issued to the learner, subject to successful assessment. This qualification is valid for three years from the date of achievement. It is strongly recommended that the learner attends annual refresher training. The learner will need to complete the full course again to requalify for a further three years.

# First Aid for Mental Health



FAA Level 2  
Award in First  
Aid for Mental  
Health (RQF)

## 1-Day Training Course

Delivered by Kirk Shortland  
[Nuco Approved Instructor](#)

in association with  
**nuco** training

This 1-day course covers the content of the Level 1 course but also expands on the effects of drugs and alcohol, incorporates the First Aid for Mental Health Action Plan and covers ways in which a positive mental health culture can be supported within a workplace.

### Duration

A minimum of 6 hours spread over at least one day. Ideally, the course should be run in one day, but must be completed within 3 weeks of starting the course, with each training session a minimum of two hours.

### Syllabus

A range of First Aid for Mental Health related subjects are covered including:

- What is First Aid for Mental Health?
- Identifying mental health conditions.
- Providing advice and starting a conversation.
- Stress.
- Mental health conditions.
- Drugs and alcohol.
- First Aid for Mental Health action plan.
- First Aid for Mental Health in the workplace.

### Numbers

A maximum of 16 delegates are allowed on the course.

### Assessment

A range of methods are used, including practical and questioning (open and multiple-choice).

### Certification

A Level 2 Award in First Aid for Mental Health will be issued to the learner, subject to successful assessment. This qualification is valid for three years from the date of achievement. It is strongly recommended that the learner attends annual refresher training. The learner will need to complete the full course again to requalify for a further three years.

# Supervising First Aid For Mental Health

FAA Level 3  
Award in  
Supervising  
First Aid for  
Mental Health  
(RQF)



## 2-Day Training Course

in association with  
**NUCO** training

Delivered by Kirk Shortland  
Nuco Approved Instructor

This 2-day course goes into detail on a wide range of mental health conditions and the support and help provided by healthcare professionals. It covers the content of both the Level 1 and Level 2 qualifications but is aimed at Trainer/ Assessors and/or supervisor level within the workplace.

### Duration

A minimum of 12 hours spread over at least two days. Ideally, the course should be run over two consecutive days, but must be completed within 6 weeks of starting the course, with each training session a minimum of two hours.

### Syllabus

- A range of First Aid for Mental Health related subjects are covered including:
  - What is First Aid for Mental Health?
  - Post-traumatic stress disorder.
  - Identifying mental health conditions.
  - Self-harm.
  - Providing advice and starting a conversation.
  - Suicide.
  - Stress.
  - Eating disorders.
  - Mental health conditions.
  - Personality disorders.
  - Drugs and alcohol.
  - Bipolar disorder.
  - Psychosis.
  - Schizophrenia.
  - Depression.
  - Anxiety.
  - First Aid for Mental Health action plan.
  - First Aid for Mental Health in the workplace.

### Numbers

A maximum of 16 delegates are allowed on the course.

### Assessment

A range of methods are used, including practical and questioning (open and multiple-choice).

### Certification

Upon successful assessment, a Level 2 Award in First Aid for Mental Health will be issued to the learner, valid for three years from the date of achievement. Annual refresher training is strongly recommended, and requalification for a further three years requires completing the full course again.

# First Aid for Mental Health **NEW** Annual Refresher

Speak to us  
about our  
introductory  
offer!



## 3-Hour Course

Delivered by Kirk Shortland

Nuco Approved Instructor

Speak to us about our introductory offer

in association with  
**NUCO** training

This is a non-regulated annual refresher course recapping the skills and knowledge learners have gained from their regulated First Aid for Mental Health qualifications.

### First Aid for Mental Health Annual Refresher

This course has been designed for First Aiders for Mental Health to refresh their skills and knowledge and to stay up to date with current events. The course covers key topics from the regulated First Aid for Mental Health qualifications, including the signs and symptoms of mental health conditions, how to develop a first aid action plan for mental health and ways in which people can improve their general wellbeing.

### Numbers

A maximum of 16 delegates can be accommodated on this course.

### Certification

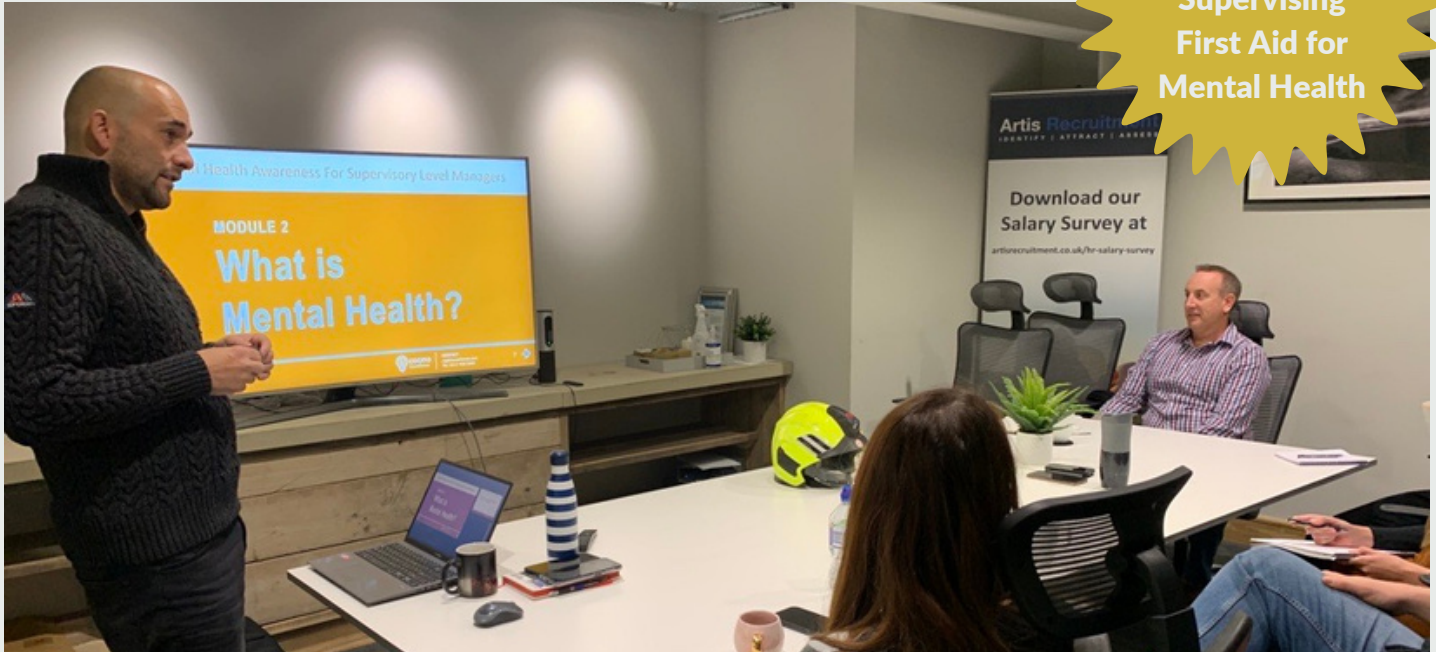
Although there is no formal assessment, the trainer will assess each individual ongoing throughout the course and issue a certificate of attendance.



# BESPOKE TRAINING

# Mental Health And Wellbeing Awareness

FAA Level 3  
Award in  
Supervising  
First Aid for  
Mental Health



## 2-Hour Training Workshop

Delivered by Kirk Shortland

Approved Mental Health Instructor

This 2-hour training workshop goes into detail on a wide range of mental health conditions and the support and help provided by healthcare professionals. It covers the content of both the Level 1 and Level 2 cogito excellence awards but is aimed at employees within the workplace.

### Syllabus

A range of First Aid for Mental Health related subjects are covered including:

- What is First Aid for Mental Health?
- Identifying mental health conditions.
- Providing advice and starting a conversation.
- Stress.
- Mental health conditions.
- ASHES - Mental Health awareness application tool.

### Assessment

A range of methods are used, including practical and questioning (open and multiple-choice).

### Certification

A Level 1 Award in mental health awareness will be issued to the learner. This certificate of attendance is valid for 12 months from the date of achievement. It is strongly recommended that the learner attends annual refresher training.

# Mental Health And Wellbeing Awareness For Managers

Cogito  
Excellence  
Level 2 Award -  
Mental Health  
Awareness



## 3-Hour Training Workshop

Delivered by Kirk Shortland

Approved Mental Health Instructor

This 3-hour training workshop goes into detail on a wide range of mental health conditions and the support and help provided by healthcare professionals. It covers the content of both the Level 1 and Level 2 Cogito Excellence awards but is aimed at supervisory level managers within the workplace.

### Syllabus

A range of First Aid for Mental Health related subjects are covered including:

- What is First Aid for Mental Health?
- Identifying mental health conditions.
- Providing advice and starting a conversation.
- Stress.
- Mental health conditions.
- Difficult conversations.
- ASHES - Mental Health awareness application tool.

### Assessment

A range of methods are used, including practical and questioning (open and multiple-choice).

### Certification

A Level 2 Award in mental health awareness will be issued to the learner. This certificate of attendance is valid for 12 months from the date of achievement. It is strongly recommended that the learner attends annual refresher training.

# Mental Health And Wellbeing Awareness Refresher

Cogito  
Excellence  
Level 1 Award -  
Mental Health  
Awareness



## 2-Hour Training Workshop

Delivered by Kirk Shortland

Approved Mental Health Instructor

This is an annual refresher course recapping the skills and knowledge learners have gained from their Cogito Excellence Level 1 & 2 awards in Mental Health & Wellbeing Awareness training sessions.

### Mental Health and Wellbeing Annual Refresher

This course has been designed for employees with a foundation level of Mental Health Awareness to refresh their skills and knowledge and to stay up to date with current events and working practices

The course covers key topics from the Cogito Excellence Level 1 & 2 awards including the signs and symptoms of mental health illnesses and conditions, how to build resilience and support others using the ASHES Mental Health awareness application tool, encouraging employees to improve their general wellbeing.

### Certification

Although there is no formal assessment, the trainer will assess each individual ongoing throughout the course and issue a certificate of attendance.





# GUEST SPEAKING

# Post-Traumatic Stress Disorder (PTSD) **Talk**

An insight into what it is like to live with a mental health condition.



## Guest Speaking

Delivered by Kirk Shortland

**Approved Mental Health Instructor**

Asking for support can feel daunting. Kirk bravely shares his experience of what it really is like to navigate life with a mental health condition. This is a great talk for general events and audiences but specifically for Mental Health First Aiders.

Diagnosed with PTSD in 2018, Kirk waited 18 months before feeling ready to seek support. Join Kirk on an emotive rollercoaster ride as he brings mental health to life, sharing experiences from his 15 year Fire & Rescue Service career.

Kirk openly discusses what it feels like to personally talk about mental health with loved ones, friends, line managers and colleagues. What are the pitfalls and the triumph's when you are trying to reintegrating back into family life and the workplace?

Kirk also shares his humorous take on what it feels like to undertake professional therapy in the form of EMDR (Eye Movement Desensitisation and Reprocessing) and how building a support network transformed his fortunes.

**For more information, contact:**

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