



AN OVERVIEW OF OUR SERVICES FOR NICS TEAMS



ABOUT US

The WELL programme improves the lives of Northern Ireland Civil Service (NICS) employees throughout Northern Ireland.

WELL is a programme incorporating support, education and information on a wide range of health and wellbeing issues.

We offer a wide range of solutions to support NICS teams including:



TRAINING & DEVELOPMENT



HEALTH & WELLBEING

Our knowledgeable team have provided training and development courses extensively throughout NICS departments for over 20 years. Although every brief is different we take the same steps to ensure the success of every course we deliver. Our four step process is as follows:



UNDERSTAND THE BRIEF

Prior to each session we will work with you to thoroughly understand the requirements and objectives of the session, ensuring we have a comprehensive understanding of your needs.



TAILOR OUR CONTENT

Once we have a clear understanding of the brief, we customise our course content to align with your specific goals and requirements. We design learning materials and activities that address the desired outcomes and cater to the target audience.

DELIVER AN ENGAGING SESSION

We believe in creating an interactive and immersive learning experience. Our courses incorporate a variety of teaching methods group activities, discussions, and practical exercises to ensure that participants are actively engaged and motivated throughout the session.

GATHER & DELIVER FEEDBACK

Upon the completion of each course we gather feedback from each participant to assess the success of each course. We will provide you with a report and offer you advise on any further training and development opportunities that may be of benefit to your team.

THE RESULT

As a result of following our process we deliver events/courses that:

- Have focused and purposeful content
- Are engaging and memorable, helping participants retain more information.
- Give you actionable insights from our feedback
- Leave participants with practical skills and knowledge that they can apply immediately.



SESSION DELIVERY

Depending on your requirements we can provide our training and development services in the following ways:



FACE TO FACE

To fully engage and interact with participants we offer face to face courses.

In a location of your choice we can provide:

- **1 hour sessions**
- **3 hour sessions**
- **Full Day sessions**



FACE TO FACE AT NICSSA, STORMONT

Need to organise an away day or team meet up? Let us take the hassle away and provide you with excellent conferencing and event facilities at our HQ. Benefits include:

- Delicious in-house catering
- Free parking
- Accessible location



ONLINE

We know that with hybrid working it can be difficult to coordinate in person sessions therefore we can deliver sessions up to three hours online via team, zoom or webex.



TRAINING & DEVELOPMENT



THINK WELL

Objective

This interactive workshop has been designed to provide participants with a greater understanding of their communication, personality and values and how to apply this knowledge to connect effectively with self and others in a way that promotes personal and team resilience.

Outputs

- Learn about your **communication style** and how to apply what you learn to get the results that you want from engagements with others.
- Gain an insight into your **Values** to understand what drives your behaviour.
- Find out how to achieve the **right emotional state** in engaging with others effectively and confidently.
- Understand how to develop **rapport with others** and maintain this throughout your communication/engagement.
- Learn how to **process challenging events** in your work or life.

LEADING WITH ACTION

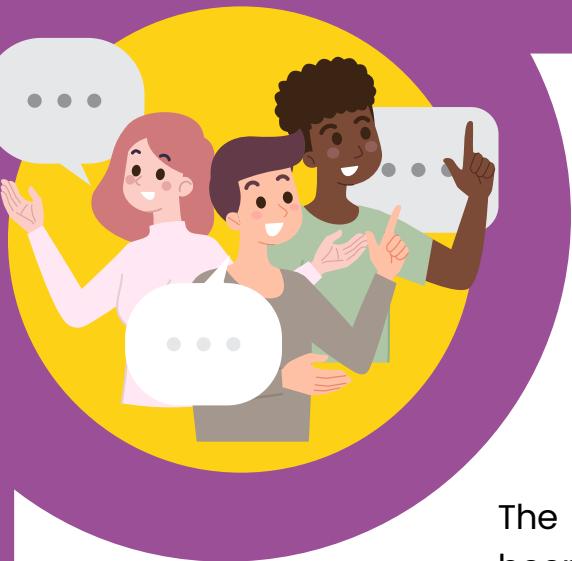
Objective

This one day interactive Course has been designed to provide participants with a greater understanding of their Leadership and management style and key competencies from the inside and how to apply this knowledge to lead and manage self and others with confidence.

Outputs

- Learn about your **communication and other key competencies** that will enable you to lead with confidence.
- Gain an insight into your **leadership and management style** and how to use this knowledge to build your leadership creditability.
- Find out about **your personality traits** and how support your leadership.
- Understand how to **develop rapport** with others and maintain this throughout your communication/engagement.
- Learn how to process **build leadership resilience** to support you through challenging situations.





COMMUNICATING WITH IMPACT

Objective

The course which will be highly interactive has been designed to provide participants with a greater understanding of their own specific communication approach and style and how to apply this knowledge to connect effectively with others in a way that reflects well on them and the organisation.

Outputs

- Learning about your **communication style** and how to apply what you learn to get the results that you want from any engagement with others.
- How you **present yourself to others**—Are you performing or are you engaging in discussion. Both have different outcomes. Learn how to get the outcome you want.
- How to get into the right **emotional state** to deliver your communication to others effectively and confidently.
- How to inspire and engage with your audience using **language and stories**.
- How to use your **physiology and tonality** to connect with others.
- How to **develop rapport** with others and maintain this throughout your communication/engagement.
- How to **read and respond to signals** from those that you communicate with.
- How to **respond to challenging questions** using your language and physiology.





PRESENTING YOURSELF EFFECTIVELY

Objective

Through taking part in this course, participants will learn to become the presenters they aspire to be, designing impactful presentations. They'll master engaging storytelling and humour, enhancing audience connection for an enjoyable experience.

Outputs

- Develop a clear vision of the desired **presenter persona**, understanding the key attributes and skills needed to be effective.
- Learn to **structure presentations** for maximum impact, ensuring the delivery leads to effective results.
- Master the art of creating powerful and engaging presentations that **captivate the audience's attention**.
- Enhance presentation skills by incorporating creative elements such as **humour and storytelling**, adding a unique touch to the delivery.
- Understand and apply techniques to positively **influence the audience's mental and emotional state**, creating a more engaging and impactful presentation experience.
- Learn to deliver presentations in a **format** that strengthens the connection with the audience, promoting better understanding and interaction.
- Aim to make each presentation an enjoyable and memorable experience, leaving a **lasting impression** on the audience.





CAREER RESILIENCE

Objective

The objective of this course is to build personal capacity capability of all participants to enable them to reach their full career potential.

This course will help give participants the confidence in their skills to support personal effectiveness and to demonstrate how these skills can be applied in a way that promotes and develops personal and team capacity and capability and organisational effectiveness.

Outputs

Participants will learn:

- What drives their career choices—the key **motivators and roadblocks**.
- About competencies and how to improve their awareness of the day-to-day **application of their own competencies** in a range of work-related situations.
- How to **position themselves for progression** to the next level using several tried and tested techniques.
- How to **present themselves with impact** through effective use of communication and structure.
- How to **build personal resilience** and control emotional state in a range of situations so that they can perform to the best of their ability.





TEAM BUILDING TRADE THROUGH TIME

Objective

This one day, highly immersive team building event will challenge your staff to apply their competencies of leadership, planning and organising, communication, team working and problem solving in a unique trading event.

Overview

Take a trip through the decades, trading precious commodities, working together as a team to invest in the right goods, getting as much money in their bank as possible whilst ensuring there is enough resources for their team.

Outputs

- To develop and improve **personal and team cohesion and productivity** by encouraging employees to learn how to work together more effectively and efficiently to achieve successful outcomes.
- To develop **collaboration** by providing an opportunity for staff to get a deeper understanding of each other to help build trust with each other.
- To develop **creativity** and **innovation** to resolve complex problems throughout the event and demonstrate how these skills could be transferred to the workplace.
- To learn and develop positive reinforcement of company **values** and why success within the organisation and teams are important.





DEVELOPING EFFECTIVE BUSINESS CASES

Five Case Model

Objective

This 3-hour workshop is designed to provide participants with a comprehensive understanding of the Five Case Model, the UK government's best practice approach to developing robust and effective business cases. Participants will learn how to structure strategic, economic, commercial, financial, and management cases to support informed decision-making and secure funding for projects.

Outputs

- Gain an understanding of the **Five Case Model framework** and its importance in business case development.
- Learn how to **create a compelling strategic case** that aligns with organisational and policy objectives.
- Understand how to assess and present the **economic case**, ensuring value for money and cost-effectiveness.
- Explore the **commercial case**, including procurement strategies and risk management considerations.
- Develop skills in structuring the **financial case**, including budgeting, affordability, and funding options.
- Learn how to prepare a **management case**, demonstrating the project's deliverability and governance structure.
- Gain practical insights into **common pitfalls and best practices** in business case writing.





MASTERING YOUR MONEY

Personal Finance Management

Objective

This 3-hour workshop is designed to help participants develop a deeper understanding of personal finance management and equip them with the knowledge and practical tools needed to make informed financial decisions and help address any fears. The session will focus on budgeting, saving, debt management, taxation and financial goal setting, empowering participants to take control of their financial well-being and plan for the future with confidence.

Outputs

- Gain an understanding of **key tax principles**: taxable and exempt income; how to check your PAYE coding notice, maximise all of your personal tax allowances; and understand the different tax rates across income thresholds and categories.
- Learn how to create a realistic and effective **budget** to manage income and expenses efficiently.
- Learn how you can improve your **bottom line** by increasing monthly income and reduce expenditure.
- Develop strategies for **saving and investing**, including tips on building an emergency fund and planning for long-term financial security.
- Understand how to **manage and reduce monthly outgoings** and personal debt (including credit cards, loans, and mortgages).
- Learn how to **navigate common financial challenges** and make informed decisions that align with personal values and priorities.





SECURING YOUR FUTURE

A Guide to Pensions and Will Planning

Objective

This 3-hour workshop is designed to provide participants with a clear understanding of pensions and will planning, helping them make informed decisions for their financial future and legacy planning. The session will cover the importance of pension contributions, retirement planning, and the legal aspects of will preparation, ensuring participants feel confident in securing their financial well-being and protecting their loved ones.

Outputs

- Gain an understanding of **how pensions work**, including different types of pension schemes (State, Employer and Personal); contribution strategies and tax relief.
- Learn how to check your **state pension forecast** and how to address any gaps in your class 2 national insurance contributions.
- Understand how to effectively **plan for retirement**, ensuring financial stability in later life.
- Explore key legal considerations in **will planning**, including how to structure a will to ensure assets are distributed according to personal wishes.
- Understand the importance of **inheritance tax planning** and strategies to minimise tax liabilities for beneficiaries.
- Discover how to navigate common challenges in **estate planning** and avoid potential legal disputes – what happens and the impact of not leaving a will.
- Understand what income is subject to **capital gains tax** and tax benefits between spouses.





WELLBEING



HEALTH CHECK FOR TEAMS

Develop your team by investing in each team members health & wellbeing. Employees will receive a full "Health MOT" including body composition, glucose, cholesterol and blood pressure.

"DEVELOP THE PERSON; DEVELOP THE TEAM!"

Benefits of providing Health Checks for your Team:

Increased Productivity of Staff

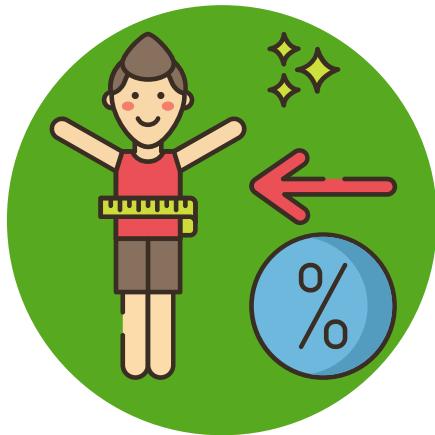
Demonstrates Organisational Commitment to Employee Wellness

Enhanced Morale and Loyalty of Staff

Health Check Appointment Overview:

We will provide each member of your team with an individual 15 minute appointment in your workplace or at our base at The Pavilion, Stormont. Our tests are carried out using state of the art equipment and results will be explained in detail by professionals and advice given. Each Health Check consists of:

BODY COMPOSITION



Completing a body composition assessment provides a detailed breakdown of the components of body weight, offering insights far beyond traditional metrics like weight and height. Bioelectrical impedance analysis (BIA) assesses **Bone Mass, Protein Mass, Body Fat Mass & Percentage, Body Water Mass & Percentage, Muscle Mass, Muscle Balance, Visceral Fat, Sarcopenic Level and Cellular health.**

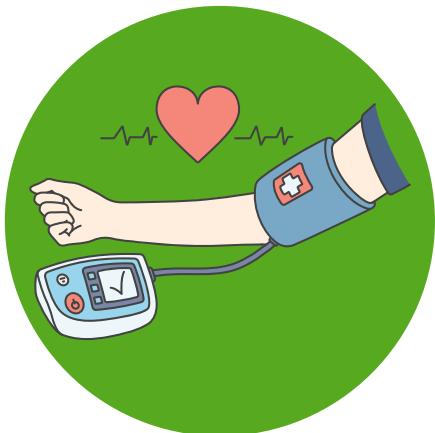
GLUCOSE & CHOLESTEROL



Blood sugar testing measures the amount of glucose (sugar) in the blood and is key for diagnosing and managing diabetes.

Cholesterol is a type of fat and plays a vital role in how every cell works and is also needed to make Vitamin D, some hormones and bile for digestion. However, too much cholesterol in the blood can increase the risk of developing heart and circulatory diseases.

BLOOD PRESSURE



High blood pressure (hypertension) can increase your risk of developing serious problems, such as heart attacks and strokes, if it's not treated. Having this quick test is the only way to find out what your blood pressure is – and it could save your life.

Benefits of attending a health check for an individual:

Early Detection & Prevention

Personalised Health Advice

Peace of Mind

Delivery:

- Health checks can be delivered in any venue.
- WELL can cater for 30+ appointments daily.
- WELL manage bookings with an online platform that we share with you once time and dates are secured.
- All attendees receive a personalised results book.





PHYSIO SESSION: RECOVER & THRIVE

Objective

This online workshop will teach us the fundamental principles of our bodies. We will cover many topics such as foot, hip, spine and shoulder mobility, balance, how to deal with pain and injury, stress combating tools, basic movement principals, mindset, self-care and much more.

Outputs

- Learn how to **improve mobility**
- Understand how to **manage your pain** through movement
- Find out how to **combat your body's stress**
- Build simple movements into your daily routine to **prevent injuries**

15 MIN DESK PILATES

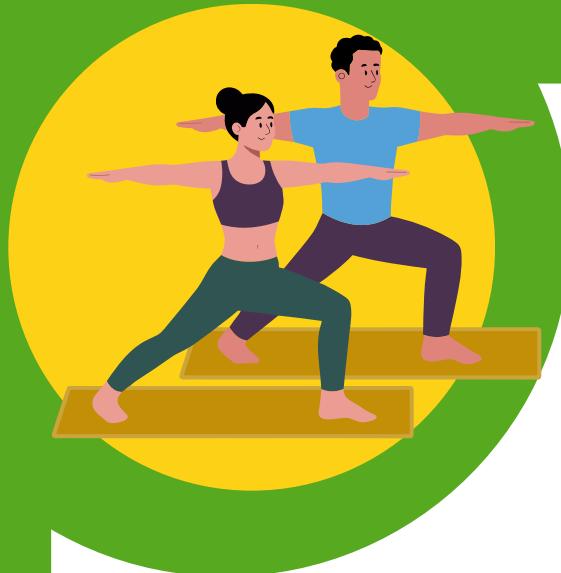
Objective

This short and accessible session introduces desk-based Pilates exercises that can be done while sitting in a chair. It may also include standing beside the chair for balance or brief floor work. The session lasts just 15 minutes, is delivered via MS Teams and is designed to be adaptable for various comfort levels.

Outputs

- **Strengthen** core postural muscles and upper back
- **Release tension** in the neck, shoulders, chest, back, arms, and hands
- **Improve breathing** and reduce stress
- Experience the **benefits of movement** without needing a full workout setup





YOGA ONLINE

Objective

This online session offers a gentle and accessible introduction to yoga, delivered live via Microsoft Teams. In order to best suit your team, you can choose from 30, 45, or 60-minute formats.

Outputs

- Improve **flexibility, balance** and **posture**
- **Reduce stress**; both physical tension and mental stress
- **Enhance breathing** and mindfulness
- **Promote relaxation** and overall wellbeing

MOOD & FOOD SESSION

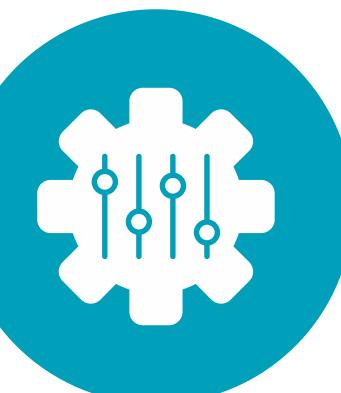
Objective

This session explores the powerful connection between nutrition and mental wellbeing. It highlights how everyday food choices can influence mood, energy levels, stress management, and long-term health. By focusing on practical, evidence-based strategies, the session encourages participants to adopt sustainable eating habits that support both physical and emotional wellness.

Outputs

- Understand the **link between diet and mood**
- Identify **foods that support mental health**
- **Evaluate food labels** and portion sizes
- Explore the **impact of lifestyle factors**
- Apply **healthy eating strategies**





BESPOKE & HYBRID SOLUTIONS

We understand that one size doesn't fit all. That's why we offer bespoke and hybrid training programmes designed to meet the unique needs of your team or organisation. Whether you are looking to enhance professional skills, boost wellbeing or a combination of both, we can create a solution that works for you.

Our tailored programmes can include a blend of training and development with wellbeing support, such as:

- **Team Building & Resilience:** Strengthen collaboration and communication while building personal and collective resilience.
- **Career Resilience & Wellbeing:** Equip participants with tools to navigate change and uncertainty supported by wellbeing strategies.
- **Health & Performance Packages:** Combine individual health checks with group nutrition talks, stress management workshops and goal-setting sessions to support development.

We work closely with you to design a programme that aligns with your goals, culture and challenges and we can deliver content in person, online or through a hybrid model.

Let us help you build a stronger, healthier and more resilient team.



READY TO BOOK YOUR EVENT?

Or want to find out
some more
information?



EMAIL WELL

info@nicswell.co.uk



CALL WELL

028 9052 0404

LET US KNOW...

- **What event you are interested in?**
- **Is your team facing any challenges that you would like us to address?**
- **What would you like participants to achieve by taking part in your WELL event**
- **Approximately how many participants?**
- **Online or If person what location?**
- **Delivery dates**



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