



[The Language Centre of University College Cork, Ireland](#) is delighted to announce the provision of an Erasmus+ Staff Week of a 20-hour intensive English language course onsite in our beautiful university.

### **Effective English Communication in a University Workplace**

We are offering the intensive course as a closed group which allows your institutions to bring together different staff members for a dynamic English language learning experience here in our picturesque campus in Cork, Ireland.

Prior to the course commencement, we will conduct a needs analysis of the participants to ensure we meet their English language needs and course expectations.

We will administer a placement test before they come to Cork to establish their level of English language competence. Please note that, as the objective of this course is to enhance awareness and ability in communication skills with a range of users of English, the level of the group may not be homogeneous. However, this diversity will allow for more effective practice.

### **Who is this course for?**

This course is designed for administrative staff, researchers, academics, and project officers working in internationalised university environments who use English to communicate with colleagues, students, and institutional partners from around the world.

### **What will you learn?**

This highly practical and interactive course will help you to:

- communicate more confidently and clearly in spoken English in meetings, calls, and presentations
- write more effectively in professional contexts such as emails, reports, and internal communication
- expand your academic and workplace vocabulary
- improve your pronunciation for better intelligibility across accents
- use plain English to make complex ideas more accessible
- gain strategies for intercultural communication and managing misunderstandings
- develop grammar and language structures that increase clarity and professionalism
- receive structured feedback to identify areas for personal development

### **Course features include:**

- needs-based instruction tailored to higher education professionals
- decentralized, small group learning for maximum interaction and support
- real-life tasks using authentic university materials
- group presentations and writing workshops

- access to all course materials post-course

On completion of the course all participants are provided with a certificate of attendance.

Classes are scheduled from 09:00 to 13.00 with a break in between to allow you get refreshments. Our University has many cafes, bars and restaurants for lunch.

We understand that travelling to Ireland is an exciting adventure and while you are here with us as well as providing dynamic and learning-rich English language lessons, we can also provide you with an active social programme in the afternoons. This is additional to the tuition cost. Price is calculated on number of participants.

If you choose to stay with a host family while in Cork, we can arrange this for you. In the summer months (end of May to the end of August), we can help arrange campus accommodation. Please click [here](#) for all information.

We are really looking forward to welcoming you here to our wonderful campus in the heart of Cork city, Ireland.

**Fee: €600**

**Dates for 2026:** March 23 to 27 | May 25 to 29 | July 27 to 31 | August 17 to 21

### What previous participants have said about our Staff Weeks

*It was better than I expected. The classes were engaging, fun and I got quite a few good ideas about what to pay special attention to when reading and writing texts.* Fredrik Häggström. KTH Stockholm

*I have appreciated all the oral communication. It was very enriching, as everyone exchanged ideas and it allowed me to learn new words and expressions and I am more confident in English now.* Diana Signolet Strasbourg, France

*Did the course met my expectations? Yes, absolutely, even beyond my expectations. Having the opportunity to interact with so many different nationalities, both during and outside the classes, was very interesting. Cork is a very pleasant city, with plenty of things to do both in the city centre and in the surrounding towns.* Caroline Schnaffe, Université Paris Sciences et Lettres

### Sample Schedule

Time	Monday	Tuesday	Wednesday	Thursday	Friday
09.00–10.45	Course Intro & Ice-breakers (Communication Audit)	Phone Skills Clinic (Intelligibility)	Handling Difficult Interactions (Strategic Competence)	Plain English (Forms & Notices)	Participants' output: Presentations, poster displays, panel discussions
10.45–11.15	BREAK	BREAK	BREAK	BREAK	BREAK

11.15–13.00	Intercultural Communication (Politeness & Tone)	Oral Briefings (Explaining Procedures)	Professional Email Writing Clinic	Internal Meeting Simulation (Group Work)	Feedback, Reflection & Closing
Afternoon	Guided campus tour*		Excursion**		
Evening				Social Event**	