

# WORKFORCE TRAINING & COMMUNITY EDUCATION

## Workforce Training and Community Education

NIC's Workforce Training Center, located in the Riverbend Commerce Park in Post Falls, offers a wide variety of credit-free classes for career development and personal interest. Classes are open to the public, generally without pre-admission, academic, or residential requirements. The Workforce Training Center's catalog of classes is published each fall, spring, and summer. Class information and registration is available in the catalog and online at [www.workforcetraining.nic.edu](http://www.workforcetraining.nic.edu). The catalog is also available at the NIC campus, in libraries, and other locations throughout the community. For a copy of the catalog or more information, call the Workforce Training Center at (208) 769-3333.

### Workforce Development (208) 769-3333

Workforce Development offers open enrollment career or job-related classes in a variety of subject areas to enhance skills for employment.

New classes begin weekly, all year. Classes are offered in instructor-led classrooms or online. Instructors are experts in their fields with hands-on, practical information.

Workforce Development offers classes in health professions and emergency services, business and enterprise, computers and technology, and industry and trades. Specialized industry-specific training programs are offered in Certified Nursing Assistant (CNA), Commercial Truck Driver, Emergency Medical Technician, Fire Fighter Academy, and Welding Certification. Many courses have been approved for veteran's benefits.

### Apprenticeship (208) 769-7735

Apprenticeship combines paid on-the-job experience with classroom instruction to prepare individuals to become journey-level workers in the electrical, plumbing, and heating, ventilation, and air conditioning (HVAC) trades. The Workforce Training Center offers the required four years of related instruction with classes that begin in early September and run through May of each year. Each year consists of 160 hours of instruction which is offered on Saturdays or weeknights. An Associate of Applied Science Degree for apprenticeship may be available for students who successfully complete all four years of the program.

### Health Professions (208) 665-5448

Workforce Training Center offers a variety of health care related training courses to start a career in the medical field. The courses offered lead to an industry recognized credential in high demand health care roles. These courses lead to entry level employment and open up a clear pathway for career and educational progression. Courses offered include: Certified Nursing Assistant, Phlebotomy Technician, Patient Care Coordinator, Medical

Office, Restorative Assistant, Mental Health Assistant and Emergency Medical Technician. Classes start monthly, visit: [www.workforcetraining.nic.edu](http://www.workforcetraining.nic.edu).

### Community Education (208) 769-3224

Community Education offers personal interest courses in response to community interests and needs. Students may cultivate a hobby, develop a skill, and enjoy group activities in the pursuit of lifelong learning. Courses are designed to be practical, affordable, enjoyable, and sensitive to the time constraints of today's busy world.

Community Education classes are offered in such categories as arts, crafts, healthy living, home and garden, language, money management, music, recreation, and test preparation. A growing number of classes are available online to accommodate students who wish to enjoy the convenience of learning at home.

### Customized Training (208) 769-7732

Customized Training specializes in developing and delivering industry and company specific training to employees at the request of an organization. Customized Training works directly with the organization to clearly identify and deliver convenient, affordable, and high quality training solutions for increased knowledge, performance, and productivity.

Customized Training is the regional leader responding to the training needs of business and industry for the incumbent worker. For more information, contact the Workforce Training Center.

### Idaho Small Business Development Center (208) 665-5085

The Idaho Small Business Development Center (SBDC) exists to help businesses in Idaho thrive and grow. The Idaho SBDC assists businesses to improve their profit, margin, sales, cash flow, management, productivity, and exporting by providing:

- No cost business coaching
- Business training
- Business resources

Businesses that receive coaching and training assistance from SBDC grow on the average 700 percent faster than typical businesses in Idaho. The SBDC serves businesses in manufacturing, wholesale, service, and retail industries. The SBDC coaches leverage extensive business experience to provide business/leadership coaching to business owners. Business coaching covers most functional areas including strategy development, marketing and sales, financial management, operations, management, and exporting.

Idaho SBDC also provides workshops designed to equip business owners and leaders to become more effective leaders. The SBDC serves as the focal point for linking together the federal, state, and local resources.

## **Qualified Worker Retraining Program (208) 666-8012**

The Qualified Worker Retraining Program provides financial assistance to eligible low-income individuals and is designed to help unemployed or underemployed adults obtain training and employment to increase their lifelong earnings potential. This program, funded by a federal grant from the U.S. Department of Labor, seeks to help people living in Idaho travel the road to self-sufficiency along their chosen career pathway.

The staff works with each person to develop individual employment and training plans aligned with occupations that support key sectors of the economy. Low-income adults looking to begin a career or retrain for a new career, including those already enrolled in school, may qualify for services.

## **Continuing Education Unit**

The Continuing Education Unit (CEU) is a nationally recognized measure of participation in an approved non-credit continuing education program. One Continuing Education Unit (1.0) is defined as 10 contact hours of participation in an organized continuing education experience under responsible sponsorship, capable direction, and qualified instruction.

North Idaho College is among the many colleges and universities throughout the nation that award CEUs to participants of approved programs. Each participant satisfactorily completing approved continuing education courses, seminars, conferences, or workshops offered through the Workforce Training Center is awarded CEUs in recognition of their involvement.