

# WORKFORCE DEVELOPMENT



**CRAVEN**  
COMMUNITY COLLEGE



# SHARPEN SKILLS FOR TODAY'S WORKFORCE

Construction



Plumbing

Craven Community College understands that every student has different interests. If you're thinking of starting a new career path or want to improve your skills with certifications and training, Craven CC's Workforce Development (WFD) program has hundreds of options for you. Our short, affordable classes provide quality training at a fraction of the cost of comparable training programs.

WFD programs are designed to fit everyone's schedule. Most are offered year-round and may be held during weekdays, nights, or weekends. Our programs provide courses to refresh or improve the occupational skills and knowledge of individuals at all levels of labor and management, offer services to small businesses, and meet the training needs of new and expanding industries. Successful completion can lead to licensure or certification, setting you on the path of a rewarding career.



Aviation

## CONSTRUCTION & SKILLED TRADES

Construction and other skilled trades are always in high demand. Whether you're tinkering in the garage or obtaining career training, one of our skilled trades programs may be for you.

Automotive • Aviation • Code Enforcement • Commercial Driver License • Construction • Electrical • Heating, Ventilation, & Air Conditioning (HVAC) • Home Brewing • Plumbing • Small Engine Repair • Veteran Transition & Preparatory Training • Welding

## SAFETY & INDUSTRIAL TRAINING

From basic worksite safety to advanced handling of site-specific tools and equipment, our industrial safety training provides workers and supervisors the knowledge to keep themselves and their work environment safe from everyday hazards.

Electrical Safety • Environmental/Safety Diploma Certificate 1&2 • Forklift Operation • Hazardous Waste Training • Manufacturing Career Pathway • Motorcycle Safety • OSHA Construction & Industry Standards • ServSafe® Food Safety Management

## HEALTH CERTIFICATE PROGRAMS

Quickly prepare for a job in a growing, high demand health care profession.

Cardio & EKG Technician • Central Sterile Processing Technician • Nurse Aide I & II • Pharmacy Technician • Phlebotomy Technician • Physical Therapy Technician/Aide • Veterinary/Animal Care

## PUBLIC SAFETY

Craven CC offers several certification and training programs for those interested in preserving the welfare of the community and keeping its population safe.

Emergency Medical Services • Fire and Rescue • Law Enforcement

## BUSINESS & PROFESSIONAL DEVELOPMENT

No matter which job pathway you choose, professional development is integral for a successful career. Workforce Development has specific certification and training programs designed to help you expand your chosen field.

Accounting • Barbering • Employee Development • Grant Writing • Lean Six Sigma • Non-Profit Management • Notary Public • Real Estate

## AVIATION

The sky's the limit when it comes to your career goals. Help your career take flight with one of our aviation programs, offered exclusively on the Havelock campus. Through our Institute of Aeronautical Technology, discover how to join the expansive field of aviation with programs that include:

Aviation Sheet Metal Fabrication • Avionics Electronic Technician Certification • FAA Airframe & Powerplant Certification

## HUMAN RESOURCES DEVELOPMENT

The Human Resources Development program offers classes that prepare you for today's changing job market and improve your chances of successfully obtaining employment.

Basic Computer Skills (including MS Word, Excel, & PowerPoint) • Economic Literacy • Job Readiness Boot Camp • Resumes/Cover Letters • Technology Awareness

## ADULT ENRICHMENT PROGRAM

Discover, learn, and grow with our Adult Enrichment Program (AEP). The AEP makes learning fun with a diverse array of non-credit, short-term, affordable courses in nine categories:

Arts • Crafts • Music & Language • Recreation & Wellness • Kitchen/Cuisine • Home & Garden • Special Interests • Money Matters • Technology & Devices



Welding

## VOLT CENTER

Get plugged into new career opportunities with workforce development training. Established through a collaboration between Craven CC and supporting partners, the Volt Center is centrally located in downtown New Bern, making it a convenient training hub for Craven CC students and citizens across Eastern North Carolina. The Volt Center provides hands-on training and helps students develop and sharpen the skills needed to succeed in a multitude of trade careers. The Workforce Development Program is currently offering five programs at the Volt Center:

Carpentry • Electrical • HVAC • Plumbing • Small Engine Repair

Participants will gain the skills needed to enter the workforce with the knowledge and hands-on experience to succeed in their selected field.

## SCHOLARSHIP OPPORTUNITIES

Craven CC recognizes that beginning or continuing your education can sometimes require financial assistance. We are happy to help you in handling this challenge and make the most out of your college education. If you are unemployed or meet certain income criteria, you may be eligible for a scholarship to help cover the cost of Workforce Development classes. Some programs are eligible for VA benefits and scholarships are available for qualifying veterans.

# 4 EASY WAYS TO START NOW



CALL US  
(252) 638-7200



CLICK US  
[CravenCC.edu](http://CravenCC.edu)



WRITE US  
[advise@cravencc.edu](mailto:advise@cravencc.edu)



VISIT US  
NEW BERN CAMPUS  
HAVELOCK CAMPUS  
VOLT CENTER



Automotive



Heating, Ventilation, & Air Conditioning



Forklift Operation



Commercial Driver License

# Let's Get to Work!

## ONLINE LEARNING

Powered by Ed2Go, Craven CC offers hundreds of affordable instructor-facilitated online courses. These non-degree courses are informative, fun, convenient, highly interactive, and may satisfy CEU requirements for your profession.

Creating Webpages • Foreign Language • Grant Writing • Mastering Public Speaking • Microsoft Excel & PowerPoint • Photoshop • Programming (C#, C++, Java, and more) • QuickBooks

## COLLEGE AND CAREER READINESS

The College and Career Readiness program provides assistance for adults in improving literacy skills and obtaining the knowledge and skills needed for employment and self-sufficiency, as well as educational skills necessary for parents to become full partners in the educational development of their children.

Adult High School Diploma • English Language Acquisition • Family Literacy • High School Equivalency • Minor Enrollment • Transitions Academy

## SMALL BUSINESS CENTER

The Small Business Center at Craven CC offers entrepreneurial education through informative workshops and training by qualified professionals.

**Small Business Workshops** – prepare aspiring entrepreneurs for business ownership and help current business owners sharpen their focus

**Small Business Roundtable** – informal discussion group of local small business owners that serves as an information and support resource

**Small Business Resource Center** – free computer and Internet access and a variety of small business resources, including software, multimedia tools, and government resources

College and Career Readiness/Family Literacy Program



## CONNECT WITH US



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