



Workforce Instructor Keith Barga advises Jonathon W. of Cooper Farms in Fort Recovery and Jason C. of Abbott Labs in Tipp City as part of an Industrial Controls course held at the Piqua Campus. (April 2023)

WORKFORCE DEVELOPMENT & WORK-BASED LEARNING Newsletter published by Edison State Community College

SUMMER 2024

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 **WORKFORCE DEVELOPMENT**

Our employer services and resources include:

- **Customized Training and Skill Development**
- **Leadership and Personal Enrichment Courses**
- **Job Posting and Recruitment Services**
- **Edison State Works**—Connect with students on our campus, in-person or virtual
- **Earn and Learn**—Apprenticeships, Internships and Co-ops

*To start a discussion on Workforce Development and Work-Based Learning options, contact **Brandi Olberding** at 937.381.1533 or bolberding@edisonohio.edu.*

Searching for a Maintenance Technician?

You might have to develop one from your existing talent pool.

Given the current labor market shortages, the Industrial Electrical Controls Fundamentals course could be the perfect choice to aid in developing your talent from scratch.

The 32-hour Industrial (Maintenance) Electrical Controls Fundamentals course offers an ideal opportunity for new maintenance technicians seeking to enhance their skill set. Tailored for individuals involved in the installation, maintenance, and troubleshooting of electromechanical machine controls, this course provides comprehensive knowledge and practical skills essential for success in the field. With lessons containing key concepts, definitions, and real-world examples, participants gain a solid foundation in electrical controls. Moreover, hands-on exercises throughout the course allow for immediate application

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2024 Summer Symposium for HR Professionals

Edison State Community College is recognized by SHRM to offer Professional Development Credits (PDCs) for SHRM-CP or SHRM-SCP.



HR SUMMER SYMPOSIUM KEYNOTE SPEAKER

Stacy Pettit MENTAL HEALTH ADVOCACY IN HR

Stacy Pettit is the HR and Organizational Development Director at the Miami County Board of Developmental Disabilities (Riverside) and the Preble County Board of Developmental Disabilities. She has worked in human resources for almost 20 years in social services, government, manufacturing, distribution, and educational settings. She is an accomplished speaker and trainer and has been featured at local, regional, and state conferences, chambers of commerce, meetings, and businesses. Stacy has spent years utilizing her background in human resources and training to motivate and inspire individuals to become their best version. With her engaging and passionate personality, Stacy connects with her audiences and delivers content that they can immediately apply in their personal and professional lives.

Stacy holds a Bachelor's degree in Psychology from Bowling Green State University, a Master's of Business Administration (MBA) from the University of Phoenix, and a Master's degree in Education and Allied Professions from the University of Dayton. She holds a Senior Professional in Human Resources (SPHR) and a SHRM Senior Certified Professional (SHRM-SCP) certifications. In addition, Stacy is a licensed professional counselor working in private practice.

We are excited to have Stacy as the Keynote Speaker for the 2024 Summer Symposium for HR Professionals as she shares her motivational thoughts, which are sure to inspire.


For more information on the 2024 Summer Symposium for HR Professionals, call **Trisha Elliott** at **937.778.7811** or email **telliott2@edisonohio.edu**.



Thursday, August 8, 2024
8:30 a.m.–3:30 p.m. **\$125**



Workforce Training—Online Courses

Teaming up with , Edison State presents a range of online enrollment programs crafted to equip individuals with essential workplace skills. Our catalog holds more than 500 online courses instructed by industry experts and strategically designed to promptly impart sought-after and transferable skills. Instructor moderated and self-guided options are available. Visit www.ed2go.com/edisonohio to explore options or to register.

For more information or assistance with registration, contact **Roger Fulk** at **937.381.1547** or email rfulk@edisonohio.edu.

Featured courses include:

Six Sigma: Total Quality Fundamentals Learn the fundamentals, history and key concepts of the total quality movement. This course will teach you how to increase the value of your company through motivational models, leadership, teamwork and quality standards.

\$135 | 24 COURSE HOURS
START DATES | June 12, July 17, August 14

Computer Skills for the Workplace This course includes a great introduction to Windows 10 and Office 365 to provide the fundamental computer competencies you need to prosper in a modern workplace.

\$129 | 24 COURSE HOURS
START DATES | June 12, July 17, August 14

Introduction to Microsoft Excel Learn to quickly and efficiently use Microsoft Excel 2019 as you discover dozens of shortcuts and tricks for setting up fully formatted worksheets.

\$147 | 24 COURSE HOURS
START DATES | June 12, July 17, August 14

Introduction to QuickBooks Manage the financial aspects of your small business quickly and efficiently using QuickBooks Online. This course will give you hands-on experience recording income and expenses; entering checks and credit card payments; tracking your payables, inventory and receivables and much more.

\$139 | 24 COURSE HOURS
START DATES | June 12, July 17, August 14

Fundamentals of Technical Writing Master the fundamental techniques to explain complex subjects in a way that makes them easy to understand.

\$135 | 24 COURSE HOURS
START DATES | June 12, July 17, August 14

Speed Spanish Learn six easy recipes to glue Spanish words together and engage in conversational Spanish.

\$125 | 24 COURSE HOURS
START DATES | June 12, July 17, August 14

Many online programs are TechCred approved.

Did You Know?

We offer CPR/Basic Life Support and Nurse Assistant (STNA) training.

For information on these courses, including dates offered, contact **Brandi Olberding** at **937.381.1533** or bolberding@edisonohio.edu.

Ohio College Tech Prep

Building Quality Career Pathways
WEST REGION

If you would like to host a secondary student for a work-based learning experience, contact Edison State Tech Prep Coordinator, **Deb Holthaus** at **937.778.7891** or dholthaus@edisonohio.edu.

WE ARE HIRING INSTRUCTORS

Interested in sharing your knowledge and mentoring others?

The Office of Workforce Development and Work-Based Learning is looking for additional instructors in the areas of Leadership Training and Programmable Logic Controllers. For more details and a list of requirements, visit www.schooljobs.com/careers/edisonohioedu or email **Brandi Olberding** at bolberding@edisonohio.edu.

SKILL DEVELOPMENT FOR YOUR ORGANIZATION

SUMMER 2024

LEADERSHIP DEVELOPMENT SERIES

These workshops are designed for new supervisors or line leaders. The series will help supervisors develop leadership skills, learn how to supervise former peers and build communication and conflict resolution skills. Materials included.

Sign up for the series below for **\$450/person** or attend the session(s) of your choice for **\$175/person**.

Peer Today, Boss Tomorrow

Making the leap from peer to boss is never easy. New managers frequently struggle to balance their old coworker relationships with their new management responsibilities. This course presents four proven strategies that will help you navigate changing relationships and prepare for difficult situations that you are likely to encounter as you assume your new role.

Tuesday | July 16, 2024 | 8:30 a.m.–12:30 p.m.
PIQUA CAMPUS

Communicating with Impact

This foundational course provides individuals with a toolkit of interaction skills essential for effective communication with colleagues and customers. You will learn to navigate diverse workplace dynamics, build trust, and foster partnerships. In this course, leaders recognize the significant impact of interpersonal relationships on personal and collective success in the workplace, while acquiring techniques for delivering constructive feedback that enhances performance and boosts productivity.

**This workshop is worth 4 PDCs for SHRM-CP or SHRM-SCP.*

Tuesday | July 30, 2024 | 8:30 a.m.–12:30 p.m.
PIQUA CAMPUS

Resolving Workplace Conflict

Today's business environment challenges organizations to increase productivity, improve quality, shorten cycle time and reduce costs. An unfortunate but natural by-product of these challenges is conflict. This course will teach you how to recognize the signs of escalating conflict and take appropriate action to minimize damage. You will be introduced to two resolution tactics—coach and mediate—and will practice using the Interaction Essentials as you coach and then mediate to resolve a conflict.

**This workshop is worth 4 PDCs for SHRM-CP or SHRM-SCP.*

Tuesday | August 13, 2024 | 8:30 a.m.–12:30 p.m.
PIQUA CAMPUS



SHRM-CP/SCP Prep Course for the Human Resource Professional

Enhance your HR knowledge and skills to earn the advancement and recognition you deserve as an HR professional. Our expert instructors and premier learning materials will help fill your unique knowledge and skill gaps to maximize your chances for success on your SHRM-CP or SHRM-SCP exam. **Online classes meet just once a week!**



Tuesdays | September 3–November 26, 2024
6:00 p.m.–9:00 p.m. | ONLINE

\$1,495

**Includes books and a prepaid voucher to sit for the certifying exam upon eligibility.*

FREE
Information Session
Tuesday, August 20, 2024
6:00 p.m.–7:00 p.m.
Via Zoom

www.edisonohio.edu/SHRM

For more information, contact Trisha Elliott—SHRM Coordinator, at 937.778.7811 or email telliott2@edisonohio.edu.

MORE SUMMER OFFERINGS

Microsoft Excel Spreadsheets
Intermediate–Level 2 | Charts, Pivot Tables

FEE \$79

Thursday | June 13, 2024
1:00 p.m.–4:00 p.m. | PIQUA CAMPUS

Microsoft Excel Spreadsheets
for Beginners–Level 1

FEE \$79

Thursday | June 27, 2024
1:00 p.m.–4:00 p.m. | PIQUA CAMPUS

Microsoft Excel Spreadsheets
Intermediate–Level 2 | Lookup Functions

FEE \$79

Tuesday | July 23, 2024
1:00 p.m.–4:00 p.m. | PIQUA CAMPUS

Don't see a topic that meets your leadership development needs? Call for a list of instructor-led leadership courses for onsite customized training. Contact **Trisha Elliott** at 937.778.7811 or email telliott2@edisonohio.edu.



**Microsoft courses can be tailored for delivery at our site or at yours.*

Interns in Action



Ashley Mullenhour, a graduate of Jackson Center High School, and a current student in General Business—Human Resources, at Edison State, was provided an opportunity to complete her internship in Human Resources at American Trim in Sidney, Ohio. Ashley managed the applicant selection process by reviewing applications, completing phone screenings and performing background and reference checks. In addition, she assisted with the onboarding process and prepared orientation packets. This experience gave Ashley a comprehensive view of the Human Resources field as a career.

Ashley Mullenhour—Edison State Community College
General Business—Human Resources—Class of 2024
Need an intern? For more information, contact **Roger Fulk** at **937.381.1547** or by emailing **rfulk@edisonohio.edu**.

General Business—Human Resources
Program and American Trim intern,
Ashley Mullenhour.



College Credit for Prior Learning

Get credit for what you already know!

Get credit for workplace training, military training and service, professional certifications and volunteer activities. For more information, contact **Roger Fulk** by calling **937.381.1547** or emailing **rfulk@edisonohio.edu**.

WORK-BASED LEARNING



For information or to start a discussion on work-based learning options, contact **Brandi Olberding** at **937.381.1533** or **bolberding@edisonohio.edu**.

Lunch & Learn+ *Contact us today to register!*

2-4-6-8 Who Do We Appreciate? **\$35 (Lunch Included)**

Showing and Receiving Appreciation in the Workplace We all need to feel valued and appreciated. Sometimes, what others think we want differs from what we want. This session will explore our various communication styles, how we can show appreciation, and how we like to receive appreciation. Topics covered include receiving and giving appreciation, recognition v. appreciation, and various other aspects of gratitude. Attendees can use these techniques to show appreciation to their workers, administration, supporters, customers, and others. Examples of appreciation ideas will be shared. *Facilitated by Dr. H. Roger Fulk, DBA*

Tuesday, June 25, 2024 | 11:00 a.m.–1:00 p.m. | PIQUA CAMPUS

Mental Health in the Workplace **\$35 (Lunch Included)**

Mental Health in the Workplace is a training designed to educate employees about the importance of mental health, coping techniques, and local resources. Participants learn strategies to maintain well-being in work environments, fostering a positive culture that benefits both individuals and organizations. Mindfulness techniques will also be introduced during the workshop.

Facilitated by Julia Rose (CHES, OCPS) and Brad Reed, Tri County Board of Recovery & Mental Health Services



Thursday, August 1, 2024 | 11:00 a.m.–1:00 p.m. | PIQUA CAMPUS

FLEX TECH  **Blended Learning for Manufacturing Training Solutions**

SUMMER 2024

These programs are a blend of online learning and hands-on learning labs. When the online portion is completed, students proceed to a hands-on learning lab with an experienced instructor to validate and reinforce the online learning experience and to meet your specific training needs. *All programs are TechCred approved.*

CNC MACHINE TOOL OPERATOR TRAINING PROGRAM

The CNC Machine Tool Operator Training Program equips employees with the skills needed to be successful CNC operators by offering a blend of online learning and hands-on validation learning labs. The program is divided into five subject areas:

- Safety, Math & Measurements
- Manual Mill
- Manual Lathe
- CNC Mill
- CNC Lathe

6-month program | In person once/month **\$2,495/person**
Classes designed to start anytime
College credit and funding available
All course modules are open to customization

MAINTENANCE TECHNICIAN ESSENTIALS PROGRAM

The Maintenance Technician Essentials Program equips employees with the skills needed to be successful maintenance technicians by offering a blend of online learning and hands-on validation labs. The program is divided into subject areas:

- Shop Practice & Measurements
- Maintenance Basics
- Mechanical Systems
- Hydraulics & Pneumatics
- Basic Electricity
- Industrial Controls
- Advanced Industrial Controls
- Programmable Logic Controllers (PLCs)
- Advanced Programmable Logic Controllers (PLCs)
- Robotics

9-month program | In person once/month **\$4,995/person**
Classes designed to start anytime
College credit and funding available
All course modules are open to customization

FUNDAMENTAL WELDING PROGRAM

This program familiarizes the participant to welding and cutting processes, including shielded metal arc (Stick), gas metal arc (MIG), gas tungsten arc (TIG) and validation lab experiences. Labs also introduce the participant to cutting processes, oxyacetylene and plasma cutting to develop welding and cutting skills by performing the basic processes on steel and aluminum. The program will guide the participant through the following subject areas:

- Safety Practices for Hot Work
- Welding Metallurgy Basics
- Plasma Cutting/Oxyacetylene
- Stick Welding
- MIG and TIG Welding
- Review and Practice

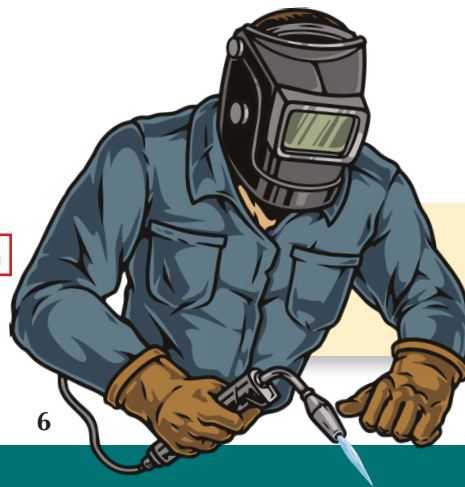
\$995/person

Registration can begin anytime. Modules are customizable and can be tailored to fit your specific training needs.

For information or to start a discussion on **Workforce Development**, contact **Brandi Olberding** at **937.381.1533** or **bolberding@edisonohio.edu**.

Edison State is a member of the West Central Ohio Manufacturing Partnership (WCOMP). WCOMP is a manufacturing-led 'industry sector partnership' created to solve the common workforce training, retention and recruitment challenges of its participating member manufacturers.

In partnership with



Learn more about the **TechCred Employer Reimbursement Program** See page 8.

UPSKILL AND RETAIN YOUR MANUFACTURING WORKFORCE

PROGRAMMABLE LOGIC CONTROLLER (PLCS) TRAINING

ControlLogix/Studio 5000 (16 hours)

This course will assist in developing and building a solid foundation with a fundamental knowledge of ControlLogix and other Logix5000™ systems. Participants will be introduced to basic Logix5000 concepts and terminology, as well as being exposed to Logix5000 system hardware, including hands-on experience with the ControlLogix platform, through a variety of hands-on exercises using a SMC FMS 200, flexible automation cell system workstation. *No prerequisite needed.*

\$495/person

TECH CRED APPROVED

Thursday/Friday | August 15–16, 2024 | 8:00 a.m.–4:00 p.m.
PIQUA CAMPUS

FUNDAMENTAL WELDING PROGRAM (20 hours)

This program familiarizes the participant to welding and cutting processes, including shielded metal arc (Stick), gas metal arc (MIG), gas tungsten arc (TIG) and validation lab experiences. Labs also introduce the participant to cutting processes, oxyacetylene and plasma cutting to develop welding and cutting skills by performing the basic processes on steel and aluminum. **TECH CRED APPROVED**

\$995/person

Mondays/Wednesdays | June 10, 12, 17, 24, 26, 2024 | 4:30 p.m.–8:30 p.m.
PIQUA CAMPUS

Mondays/Wednesdays | August 5, 7, 12, 14, 19, 2024 | 8:00 a.m.–12:00 p.m.
PIQUA CAMPUS

INDUSTRIAL ELECTRICAL CONTROLS FUNDAMENTALS (32 hours)

This course is designed to provide knowledge and skills required to install, maintain and troubleshoot machine controls. Participants will define uses and functions of push buttons and switches, relays and motors and demonstrate the reading of schematic diagrams and logic. Participants will learn to identify proper wiring configurations of a control transformer's primary current for 240v and 480v operation. Many other core competencies will be demonstrated during the 32-hour workshop. **TECH CRED APPROVED**

\$995/person

Thursdays/Fridays | June 13–14 & 20–21, 2024 | 8:00 a.m.–4:00 p.m.
PIQUA CAMPUS

Thursdays/Fridays | August 8–9 & 15–16, 2024 | 8:00 a.m.–4:00 p.m.
PIQUA CAMPUS

For information on any of these topics, or to start a discussion on **Workforce Development**, contact **Brandi Olberding** at **937.381.1533** or **bolberding@edisonohio.edu**.

EVERYTHING **DiSC**
WORKPLACE®

Understanding the Reports

Edison State can guide you in comprehending your Everything DiSC® Workplace profiles through interactive workshops facilitated by our group leaders. Contact us to learn more.

 **RAMSAY CORPORATION**

Optimize Your Recruitment and Advancement Procedures SKILL MANAGEMENT THROUGH PROCTORING SERVICES

If you're seeking to bring a new technician on board, consider our RAMSAY proctoring services tailored for technical and aptitude assessments, serving both pre-employment and promotional purposes. RAMSAY tests evaluate a spectrum of technical and foundational skills, offering crucial insights for assessing maintenance, production and operator workforces—enabling you to refine and enhance your recruitment, training and promotion procedures.

Searching for a Maintenance Technician? *(continued from page 1)*

of learned techniques, ensuring proficiency and confidence in executing maintenance tasks. This immersive learning experience equips technicians with the expertise needed to excel in their roles and contribute effectively to the maintenance and operation of industrial machinery.

Additional course offerings include, but are not limited to:

- Math, Print Reading and Measurements
- Hydraulics & Pneumatics
- PLC's
- Mechanical Systems



BOLD LEGACY. BRIGHT FUTURE.

Contact us about your
@ training needs
937.778.7811

Ohio

TechCred 

**Take Advantage of TechCred—
A Reimbursable Training Program for Employers**

With Edison State as a training partner, employers will have access to numerous short-term, technology-focused and industry-recognized credentials which qualify for funding by Ohio's TechCred program. In fact, employers can be reimbursed up to \$2,000/per employee for training costs once the employee has successfully completed a credential.

Edison State offers certificates that qualify for TechCred in the areas of Apprenticeships, Business Technology, Customized Training, Healthcare Technology, Information Technology, Cybersecurity, Manufacturing and Robotics/Automation.

*For more information or to start a discussion on **Workforce Development**, contact **Brandi Olberding** at **937.381.1533** or **bolberding@edisonohio.edu** or visit **www.edisonohio.edu/techcred**.*