

WORKFORCE TRAINING/COMMUNITY EDUCATION DIVISION

Areas of Study

Apprenticeship/Training

Associate of Applied Science Degree for Apprentice/Journeymen

Community Education Courses, Outreach Courses Online Courses, Emergency Services Training

Environmental Safety & Health – OSHA Hazwoper
General OSHA Compliance & Haz/Mat Emergency Response
Personal Protective Equipment
Emergency Medical Technician

Fire Service Technology

Wild land Fire Management – Associate of Applied Science Degree
Wildland Firefighter (FFT2) – Postsecondary Technical Certificate
Advanced Wildland Firefighter/Squad Boss (FFT1) – Postsecondary Technical Certificate
Single Resource Boss – Postsecondary Technical Certificate
Strike Team/Task Force Leader – Postsecondary Technical Certificate
Fire Service Technology – Associate of Applied Science Degree

Workforce Training

Radiation Safety-Technical Certificate
Professional Truck Driver Training- Postsecondary Technical Certificate

Staff

Ken Erickson, Division Manager
Rae Lynn Patterson, Administrative Assistant
Mariha Berrett, Fire Service Records
Julie McCulloch, INL Project Scheduler

Faculty

Henry Brown, Professional Truck Driving Instructor
Mahlon Heilesen, Radiation Safety Instructor
Dennis Horvath, ES&H Program Lead Instructor
Mechele Goodrich, INL ES&H Program Instructor
Linda Vecellio, INL ES&H Program Instructor
Brian Simons, INL ES&H Instructor
Christopher McDonald, INL ES&H Instructor



WORKFORCE TRAINING

The Workforce Training & Community Education (WFT/CE) Division is committed to providing quality classes and training programs to serve the educational needs of eastern Idaho. Programs are designed to promote regional economic development by meeting employer needs for trained workers and to assist individuals in acquiring the skills and knowledge needed to secure employment or occupational upgrade. The Division also endeavors to provide a variety of classes which enable students to pursue hobbies and non-vocational interests.

Short-term, specialized training programs are available in the broad areas of apprenticeship, business and office technology, environmental safety and health, trades, foreign language, arts and crafts, and health and wellness.

The WFT/CE Division plays an active role in providing skills and customized job training necessary to promote economic development opportunities in eastern Idaho. The College works closely with regional economic development agencies such as Grow Idaho Falls, the Development Company, Regional Development Alliance, and the Greater Idaho Falls Chamber of Commerce. EITC personnel will assist business and industry in pursuing job training funds for employees available through the Idaho Workforce Development Training Fund.

In addition to providing non-credit classes, specialized industry-specific training programs are offered in Professional Truck Driver Training, Radiation Safety, Wildland Fire Management, and Fire Service Technology.

To assist place bound and rural students throughout eastern Idaho, over 300 online classes are available through the Online Instruction Center. Community Education Outreach Centers are located in Driggs, Salmon, and St. Anthony offer a variety of live instructional classes.

Refund Policy

Students enrolled in a Workforce Training and Community Education course that is cancelled by EITC will receive a full refund. If you drop a class, you must notify the college immediately to receive a refund. Refunds are calculated on a prorated basis. Radiation Safety and Professional Truck Driving program refunds will be calculated according to the college's credit refund policy.

Textbooks

Textbooks required for some Workforce Training and Community Education classes will be available on the first night of class, during the first week of each semester and summer term. Textbooks may be purchased in advance Monday through Friday, 8 a.m. to 5 p.m., at the EITC bookstore.

APPRENTICESHIP/TRAINING

The Eastern Idaho Technical College Workforce Training Division offers state-approved apprentice programs in Electrical, Plumbing, and Heating, Ventilating, and Air Conditioning (HVAC). Each 144-hour program is designed to prepare students for residential, commercial, and industrial work. Students receive instruction in safety, theory, mathematics, code, blueprint reading, first aid, and tools of the trade.

Apprentice classes are held two nights per week from 7:00pm to 10:00pm. Students are required to complete 144-hours of instruction and successfully pass associated tests and quizzes. Program fees and instructional materials range approximately from \$750 to \$1,000 a year depending on the program. Payment of fees is required at the time of registration.

Journeyman License Requirements

- The state of Idaho offers a journeymen's license in the Electrical, Plumbing, and Heating, Ventilation, and Air Conditioning trades. The requirements to receive a journeymen's license are as follows:
- 1) Work 8,000 hours as an apprentice under a licensed journeyman (2000/yr for 4 years)
 - 2) Attend and pass all four years of the Apprenticeship Classes (144 hours/yr & 70% or better)
 - 3) Pass the State Journeyman's Exam

Correspondence Courses

The State of Idaho offers correspondence training in Electrical and Plumbing Apprenticeship through the College of Western Idaho. Certain qualifications must be met to take correspondence as opposed to regular training. Student must live at least 50 miles from the EITC campus to enroll in correspondence courses.

To apply for correspondence contact Rae Lynn Patterson Workforce Training (208) 524-3000 ext. 3345 for more information

Associate of Applied Science Degree for Apprentice/Journeymen

This program is intended for trades and crafts personnel interested in completing the necessary course work to obtain an Associate of Applied Science Degree for Apprentices and Journeymen. Students enrolled in apprentice programs as well as journeymen may be eligible for this Associate of Applied Science Degree program by completing at least 16 general education credit hours at EITC. For information regarding course fees and registration, please contact the Workforce Training & Community Education Program at 1600 S. 25th E, Idaho Falls, ID 83404 or call 524-3000 Ext. 3381, or toll free 1-800-662-0261.

COMMUNITY EDUCATION COURSES

EITC's Community Interest Program is all about bringing people together who want to stir up their creative talents and gain new experiences. Whether it's learning conversational Spanish, photography, or picking up that guitar that's been sitting in the closet for all those years, our classes focus on self-improvement and personal enrichment. It's never too late to learn new hobbies or refine and develop new skills and interests. Be one of the estimated five million people across the country that enrolls in non-credit classes!

OUTREACH COURSES

Workforce Training & Community Education courses are offered in communities located throughout the College's nine-county service delivery area. Programs are currently available in the Salmon, Driggs and St. Anthony. Courses are usually conducted in conjunction with public school districts and small business development centers. Our Community Education Outreach Centers offer business, industry, and residents many of the same opportunities students have who live closer to campus.

Classes are available for those seeking to upgrade or learn new job skills and pursue hobbies. Rural students are also able to choose from a wide variety of online classes without having to leave home. New or expanding businesses can also contact the Workforce Training Manager to discuss customized training opportunities that can be offered in their community.

Rural students and employers are encouraged to contact the Workforce Training & Community Education Manager to suggest new course ideas or to inquire about teaching a class.

ONLINE COURSES

Would you like to acquire valuable new skills from the comfort and convenience of your home or office? Learn how to navigate the Internet, create a Web page, or master the art of Web programming. A variety of online computer classes will help you unlock the powerful

secrets behind all your favorite applications. Our personal enrichment courses will help you prepare for an upcoming test, eliminate debt, write a successful grant proposal, become a professional writer, or chart a new career path. Courses are offered monthly throughout the year beginning on the third Wednesday of each month.

Each six-week course consists of 12 lessons, two each week, that can be accessed using an easy-to-read web interface. Textbooks, unless specified, are not required. These courses are especially convenient for those with work, school, or childcare commitments, physical disabilities, limited access to transportation, or other circumstances that make it difficult to participate in a traditional classroom setting. You will need the following:

- Internet access
- E-mail, Microsoft Internet Explorer or Mozilla Firefox Navigator web browser
- If specified, program software

Before the first lesson:

Register and pay course fee at www.eitc.edu and complete the online orientation.

To take the online class:

- Retrieve the lessons at your convenience (available Wednesdays and Fridays)
- Complete the assignment and homework on the web site within two weeks
- Print letter of completion

Business

Accounting
Business Administration & Management
Business Planning & Entrepreneurial Courses
Grant Writing & Nonprofit Management
Law & Legal Careers
Sales & Marketing

Computer

Basic Computer Literacy
Certification Preparation
Word, Excel, Access, PowerPoint, Publisher
Computer Programming & Database Management
Computer Troubleshooting & Networking
Desktop Publishing & Imaging

Internet

The Internet
Web Graphics & Multimedia
Web Page Design
Web Programming

Personal Enrichment & Development

Art, History, Psychology, & Literature
Digital Photography & Digital Video
Family & Personal Enrichment
Languages
Math, Philosophy, & Science
Personal & Career Development
Personal Finance & Wealth Building

Test Prep

SAT, ACT, GRE, LSAT

Online Classes Refund Policy

100% refund given the first week of classes. No refund after the second class.

* A complete list of Online Courses is at www.ed2go.com/eitc.edu