



DISCOVER THE POSSIBILITIES!

WORKFORCE
CONTINUING EDUCATION
COURSE SCHEDULE

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NOTE: Scholarships and grants may be available to assist with Continuing Education classes. Course dates and times are subject to change based on enrollment demand. Registration for Continuing Education classes is on a first-come, first-served basis. Please register at least 5 days before the start of class. Classes with low enrollment may be canceled so register early.



Fast Forward to Your Career.



Opportunities Await You.



Enroll Now.



At Roanoke-Chowan Community College we are committed to delivering responsive and comprehensive training opportunities that prepare participants for in-demand occupations and/or advancement opportunities.

We are proud to play a key role in the growth and development of Hertford, Bertie and Northampton Counties. We invite you to explore our schedule and visit our website to learn more about new classes and programs that are offered at various locations in our service area.

We are thankful for the opportunity to service your training needs.

Dr. Murray J. Williams
President

www.roanokechowan.edu
mjwilliams@roanokechowan.edu
Post Office Box 1248 ~ Ahoskie, NC 27910
252-862-1308

Affirmative Action/Equal Opportunity Institution

Fall 2022

Weld to Work

Evening/Weekend Classes

August 15-September 24
6PM – 9PM (M, W, TH, FR)
8AM – 5:30PM (SAT)

September 26 – November 5
6PM – 9PM (M, W, TH, FR)
8AM – 5:30PM (SAT)

November 7-December 17
6PM – 9PM (M, W, TH, FR)
8AM – 5:30PM (SAT)

Registration Fee: \$180

**Apply for a
Financial Assistance!!!
Short-Term Workforce (STWD)
and Golden LEAF are available to
eligible students on a first-come;
first-serve basis.**

Employment Opportunities Await!!!

Qualify for employment with
manufacturing and welding
companies throughout the region.

WELDING



Are you interested in a lucrative career in welding? Certified welders are trained according to procedures and standards established by the American Welding Society (AWS) and work in the industrial, welding or agricultural industries. AWS certified welders are in high demand in these industries and are trained in shielded metal arc welding (SMAW), metal inert gas welding (MIG), plasma cutting and oxy-acetylene or oxy-fuel cutting.

The welding program at Roanoke-Chowan Community College prepares students with core skills needed to receive AWS certification. Students are trained and receive hands-on and real-world experience through available courses.

R-CCC welding students learn skills such as advanced SMAW, gas metal arc welding (GMAW), flux cored arc welding (FCAW), welding plates and pipes and receive instruction in beads, joint fit-up and alignment. The program begins with the basics and transitions into more advanced skills students need to become job ready. Welding tech students also learn metallurgy, weld symbols and how to read welding detail drawings.

Are you ready to start an exciting career in welding? Apply today!

Enroll NOW!!!

Contact the Department of Continuing Education
252-862-1307 or sdbritt0117@roanokechowan.edu
Or Visit Office 147, Freeland Building
www.roanokechowan.edu

Allied Healthcare



Community Health Worker

This course is designed to provide individuals with the required knowledge, tools, and resources to become recognized as a certified Community Health Worker (CHW) in North Carolina working in a variety of healthcare and community settings (health departments, hospitals, federally qualified health centers, clinics, faith-based organizations, etc. Instruction is designed to cover the nine core competencies which include communication, capacity building, service coordination, interpersonal, advocacy, outreach, personal/professional skills, health and social issues. Upon completion of this course, students will be eligible for listing as an NC Certified Community Health Worker.

Hours: 102
Start Date: 8/16/22 – 12/13/22 (T, TH)
Time: 6-9PM
Location: Freeland Building 149A
Fees: \$180, plus fees

Dietary Management – Hybrid

Two semester course, both semesters must be successfully completed to be eligible for the National Certified Dietary Management test. The two semesters include Food Safety Management and Nutrition and Medical Therapy. A variety of topics are covered in each semester including, food safety, meal preparation, supplemental feedings nourishment, management techniques, implementing dietary orders, and reviewing the medical records. Hours: 150

Start Date: 8/18/22 – 12/15/22
Time: 1PM – 4:30PM (TH)
Fees: \$185

EKG Technician

This course is designed to assist the student with basic knowledge of cardiac terminology, understand the structure and function of the heart, understand the anatomy and physiology of the heart, basic understanding of the conduction system. The student will be able to demonstrate basic prep for EKG and lead placement and operation of equipment. Hours: 112

Start Date/Time: 9/12/22 – 11/08/22 ONLINE
Fees: \$180, plus fees

Medication Aide

Course is designed to meet training requirement for becoming a medication Aide. The course covers the six rights of medication administration for non-licensed personnel. Topics include medication administration via oral, topical, instillation routes, medical asepsis, hand hygiene, and legal implications. Upon successful completion of the course student should be able to take the comprehensive competency test and qualify for listing on the North Carolina Medication Aide Registry.

Hours: 24
Start Date: 11/08/22 – 11/11/22 (T,W, TH)
Time: 8:30AM-5PM
Fees: \$90, plus fees

Medical Assisting - Part I (HYBRID)

The Medical Assisting course prepares multi-skilled health care professionals qualified to perform administrative, clinical, and laboratory procedures. Course work includes instruction in scheduling appointments, coding and processing insurance accounts, billing, collections, computer operations; assisting with examinations/treatments, performing routine laboratory procedures, electrocardiography, supervised medication administration; and ethical/legal issues associated with patient care. *NOTE: Part II will be offered in Spring 2023. Pre-requisite: Successful completion of Part I.* Hours: 360

Start Date: 8/19/22 – 12/16/22
Time: Fridays 8AM-3PM; Online
Location: Freeland Building 112
Fees: \$185

Medical Billing and Coding (On-Line Only)

This course prepares the individual for an entry level healthcare billing and coding position. Course topics include managed health care, life cycle of insurance claim, legal and regulatory considerations, reimbursement issues, claim instructions, insurance plans (Medicare, Medicaid and Worker's Compensation)

Hours: 150
Start Date: 9/12/22 – 12/05/22
Time: Online
Fees: \$180, plus fees



Nurse Aide I (Day and Evening) HYBRID

This course prepares graduates to provide personal care and perform basic nursing skills for the elderly and other adults. Topics include communication, safety, patient's rights, personal care, vital signs, elimination, nutrition, restorative care and rehabilitation in the long-term care setting. Upon successful completion of the course, the student is eligible to take the National Nurse Aide Assessment Test.

DAY

Hours: 190 hours, includes CPR
Start Date: 8/23/22 – 10/26/22
Time: 9:00AM -3:00PM (T, W)
Location: Freeland Building 106/112
Fees: \$218

NIGHT

Hours: 190 hours, includes CPR
Start Date: 8/15/22 – 11/15/22
Time: 5:30PM-9:00PM (M and T)
Location: Freeland Building 106/112
Fees: \$218

Nurse Aide II (Evening) HYBRID

This course prepares the graduate to perform more complex skills for patients and residents. A skills and written competency evaluation is required for documenting student's competency. Course includes class, lab and clinical. Upon successful completion, the student is eligible to apply for listing as a Nurse Aide II by the North Carolina Board of Nursing of the Nurse Aide II Registry.

Hours: 190, includes CPR
Start Date: 8/29/22 - 11/22/22
On-Campus: Tuesday
Clinical: Wednesday and Thursday
Time: 5:30-9:00 p.m.
Location: Freeland Building, 106/112
Fees: \$208, plus \$120 for Drug Testing, Current Immunizations and Background Check

Phlebotomy Training (Hybrid)

This course provides theory and clinical experiences needed for proper collection of blood and other specimens used in diagnostic testing. Topics include ethics, legalities, medical terminology, safety, infection control, patient relations, anatomy and physiology, and specimen collection. Upon completion, the student should be able to safely perform procedures necessary for specimen collection on patients in various health care settings. Upon successful completion of the theory and clinical experience, the student is eligible for the National Certification test (ASCP).

Hours: 220
Start Date: 8/16/22 – 11/11/22 (TH) and ONLINE
Time: 5:30-9 PM (TH) (Clinical time will vary.)
Fees: \$208, plus \$120 for Drug Testing, Current Immunizations and Background Check
Fees: \$180, plus fees

#discoverrccc
Looking for a great profession.
Train to be a health professional.

Advanced Manufacturing Institute



Jobs are available in Advanced Manufacturing in northeastern North Carolina. The Advanced Manufacturing Institute will prepare students for a career in the manufacturing sector. Participants will be exposed to typical problems and challenges encountered in a modern manufacturing environment and gain first-hand experience in addressing them. The following courses are offered:

Schedule:

Introduction to Manufacturing (15 Hours)

August 15-18 (Monday-Thursday) 5:30-9:30PM

General OSHA 10 Safety (12 hours)

August 22-24 (Monday-Wednesday) 5:30-9:30PM

Lean Six Sigma Yellow Belt (12 hours)

August 29-31 (Monday-Wednesday) 5:30-9:30PM

Math for Manufacturing (12 hours)

September 6-8 (Tuesday-Thursday) 5:30-9:30PM

Problem Solving (12 hours)

September 12-14 (Monday- Wednesday) 5:30-9:30PM

CPR (4 Hours)

September 15 (Thursday) 5:30-9:30PM

Forklift (8 Hours)

September 17 (Saturday) 8AM-5:30PM

Working Smart (33 Hours)

September 19-22 (Monday-Thursday) 5:30-9:30PM

September 26-29 (Monday-Thursday) 5:30-9:30PM

(Dates are subject to change slightly as deemed needed).

REGISTER BY: August 10, 2022

Tuition: \$180 – 108 Credit Hours

CRC Test: \$36.00

To register for the AMI, please contact the Continuing Education Department, Office 147, Freeland Building.

Contact 252-862-1307

Scholarships Available!!!

To apply for the Continuing Education SECU Scholarship, Golden Leaf Scholars Scholarship, please contact the Financial Aid Office 252-862-1246

Human Resources Development (HRD) classes are available.

To schedule an appointment to take the Career Readiness Certificate (CRC), please contact the HRD Coordinator at 252-862-1235.

Industry Supporters

Students will have an opportunity to participate in a job fair with local manufacturing employers who may be hiring.



Roanoke Electric Cooperative

Your Touchstone Energy® Cooperative

Successful graduates will be offered an interview. For more information on RAMP East, visit www.rampeast.com.

REACH
collaborative

**RACIAL
EQUITY for
ADULT
CREDENTIALS in
HIGHER ED**

Business and Entrepreneurship

Advanced Manufacturing Institute

The College is approved by the NC Division of Motor Vehicles to offer the Vehicle Safety Inspection course. This eight-hour course is designed to prepare auto technicians and service personnel as safety inspectors for motor vehicles. Pre-registration and pre-payment are required. Hours: 108

Start Dates: 8/15/22- 9/30/22 (M-TH)
10/10/22 – 12/01/22 (M-TH)
Time: 5:30PM-9:30PM
Tuition/Fees: \$180

Auto Safety Inspection

The College is approved by the NC Division of Motor Vehicles to offer the Vehicle Safety Inspection course. This eight-hour course is designed to prepare auto technicians and service personnel as safety inspectors for motor vehicles. Pre-registration and pre-payment are required. Hours: 8

Start Dates: 8/10/22 - 8/11/22 (W and TH)
Time: 6-10PM
Tuition/Fees: \$75

Barbering - HYBRID

This course provides instruction in classroom and clinical education necessary to sit for the NC Barber Licensing examination. Per the NC Board of Barbers curriculum, this training requires 1528 hours of training, plus successful completion of practical skills. After successful completion of the program, students are eligible to apply to the NC Board of Barbers and schedule a licensing exam.

Hours: 310
Start Dates: 8/29/22 - 12/15/22 (M-TH)
Time: 8AM – 1PM (T, W, TH)
Location: M – ONLINE
T-TH, Freeland Building Barber Shop
Tuition/Fees: \$182.00, plus required supplies

Defensive Driving – ONLINE

This course is made available through Roanoke-Chowan Community College and the Safety and Health Council of North Carolina to train motorists in the principles of defensive driving. This course is also designed to help

participants identify and implement successful techniques they can use to become better drivers. Teen drivers ages 16–19 are four times more likely to crash a car than older drivers. These proven strategies can improve the safety of young drivers.

Hours: 4
Start Date: Start on Demand
Fees: \$65

Effective Teacher Training

This course provides sessions on learning expectations, time management, instructional methods, preparation, monitoring student interaction, social interaction, non-instructional duties and evaluation. This class is recommended for substitute teachers, teacher assistants, and prospective new teachers.

Hours: 30
Start Dates: 10/17/22 – 10/27/22 (M-TH)
Time: 5:30PM -9:30PM
Fees: \$125, plus fees

Electrical Contractor License Renewal Preparation

The course is designed to provide electrical contractors with updated information on the latest changes in the National Electric Code, NC Electric Code, and local utility company requirements. The course reviews new materials and procedures and related code requirements. Topics examined are Articles 100, 110, 200, 210, 215, and 220.

Hours: 8
Start Date/Time: 10/8/22 (SAT)
Time: 8AM-5PM
Fees: \$70

Forklift

This one-day course will combine classroom instruction and hands-on driving practice to provide you with the knowledge and skills to operate a forklift safely and professionally. Course topics Include: Basic forklift operating instructions, controls and instrumentation, and vehicle stability and capacity. Earn your certification in one-day!

Hours: 8
Start Date/Time: 9/17/22
Time: 8AM-5PM
Fees: \$70



Natural Hair Care Specialist - **NEW**

Natural Hair Care Specialist is a 328-hour course designed to teach how to care for natural hair without the use of chemicals such as perms/relaxers and hair color. The style techniques include braiding, twisting, wrapping, extending and locking natural hair. The coursework also includes teaching the proper health, safety, and sanitation procedures to avoid spreading infections. The students will be able to apply their skills to clients who visit the clinic. After successfully completing the course, the students will be able to sit for the North Carolina State Board of Cosmetic Art's exam to become a licensed Natural Hair Care Specialist.

Hours: 328
 Start Date: 7/11/22 – 12/16/22 (M-TH)
 Time: 5:30PM-9:30PM
 Fees: \$180, plus educational supplies

*Notary Public

This course provides instruction to individuals who want to become commissioned as a Notary Public. Topics include legal, ethical, and procedural requirements of the Notary Act. NC requires a minimum of: successful completion of final exam at 80% or higher, submission of application and fee to NCSOS, and taking the "oath at the Register of Deeds office. Successful candidates must purchase their seal and stamp. Upon completion of all, the individuals are then commissioned to perform notarial acts. Must have high school diploma or GED.

Hours: 7
 Start Date: 9/21-22/2022 (W and TH)
 Time: 6-9:30PM
 Fees: \$70

***Note:** This course will be offered once each semester.

Vehicle Escort Driver

The Initial Certification Course or Recertification Course satisfies the requirements set by the North Carolina Department of Transportation to certify Oversize-Overweight load escort requirements. Escort Driver Certification is valid for 4 years. You must be 21 or at least 18 with a Class A CDL. A person 21 can take the class with any valid NC driver's license. If the person is 18-21, he/she must have a Class A CDL license.

Hours: 8
 Start Date: 8/5/2022 (F)
 11/11/22 (F)
 Time: 8:00 a.m.-5:00 p.m.
 Fees: \$70

Coming Soon! Restaurant Readiness Course



Coming Soon! ServSafe Certification



NOTE: For more information about the Restaurant Readiness and ServSafe courses, please call the Continuing Education Registrar at 252-862-1307.



partner to offer a superior commercial driver's license program on an automatic transmission vehicle. Taking advice from the nation's TOP trucking companies, we guarantee this course is up-to-date with information you'll need to get a driving job.

This program also offers:

- Small Class Sizes
- *Orientation
- Job Placement Assistance Upon Successful completion
- Tuition Assistance (WIOA, Golden LEAF, College Tuition Assistance) ***Pending availability and first come; first serve**
- 5-Week Training (Day Program)
- 8-Week Training (Weekend Program)

*Mandatory Orientation Session – All students must attend an orientation session prior to the start of class. Orientation date provided upon completion of registration. Limited funding may be available.

CDL Class A Truck Driver Training

2022 Classes:

HYBRID - Lecture Online

Yard/Road Training M-TH 7AM-6PM

April 24-May 26

May 29-June 30

July 03-August 04

August 07-September 08

September 11-October 13

October 16-November 17

November 17-December 22

Weekend Sessions:

HYBRID – Lecture Online

Yard/Road Training

Saturday and Sunday 7AM-6PM

May 29-July 17

August 7-September 25

October 16-December 11

172 Hours Total Training

Course Fees: \$3,182.00

ENROLL NOW

Call (252) 862-1307

Slbritt0117@roanokechowan.edu

EOE/AA

Emergency Medical Services (EMS) and Fire Training



Emergency Medical Technician – EMT (Initial)

This Emergency Medical Services (EMS) credential-related course must adhere to the most current guidelines established by the NC Office of Emergency Medical Services (OEMS) as applicable to this initial Emergency Medical Technician (EMT) course. This may include, but not be limited to, OEMS Education Institution approval, program director and instructor standards, classroom and distance education course approval, admissions requirements, course content, equipment standards, clinical and/or field requirements, and skills documentation. OEMS guidelines align with the rules of the NC Medical Care Commission and standards of the National Highway Traffic Safety Administration. For details, contact the Education and Credentialing Office of the NC Office of Emergency Medical Services, NC Department of Health and Human Services. This course will provide education enabling students to obtain their NC-EMT Certification.

Hours: 230
Date: Mid-September – 3/15/23 (T, TH, SAT)
Time: 6-9PM (T, TH); 8AM–5PM (SAT)
Location: ON-CAMPUS Jernigan, Classroom 113
Fees: \$180, plus fees

Hours: 230
Date: Mid-November – 3/15/23 (M, TH, SAT)
Time: 6-9PM (T, TH); 8AM–5PM (SAT)
Location: OFF-CAMPUS – Bertie County Old HS
Fees: \$180, plus fees

Emergency Dispatch Academy

This course is designed to prepare individuals for employment within an Emergency 911 Telecommunications Center. The course provides the foundational functional skills of operating within an Emergency 911 Center. Course work will include instructor led lecture, hands on experience with console and card sets, and opportunities to participate in real time scenarios while learning essential multi-tasking techniques. Upon completion of this course, students will be prepared to effectively operate the functional aspects within an Emergency 911 Center.

Hours: 120
Date: TBD
Time: TBD
Location: TBD
Fees: \$180, plus fees

EMS Instructor Methodology

This course must follow the guidelines established by the NC Office of EMS and must follow the U.S. Department of Transportation's National Guidelines for Educating EMS Instructors (2002 or subsequent amendments) as the official outline meeting the Instructor Methodology Course requirement for credentialing as a NC OEMS Level I Instructor. This course will provide students who are clinically competent in a specific EMS content area with the instructional knowledge, resources, and skills to effectively deliver quality EMS education.

Hours: 65
Date: 07/01/22 – 8/31/22
Time: ONLINE
Location: ONLINE
Fees: \$180, unless fee exempt



Paramedics (Initial)

This Emergency Medical Services (EMS) credential-related course must adhere to the most current guidelines established by the NC Office of Emergency Medical Services (OEMS) as applicable to this initial Paramedic course. This may include, but not be limited to, OEMS Education Institution approval, program director and instructor standards, classroom and distance education course approval, admissions requirements, course content, equipment standards, clinical and/or field requirements, and skills documentation. OEMS guidelines align with the rules of the NC Medical Care Commission and standards of the National Highway Traffic Safety Administration. For details, contact the Education and Credentialing Office of the NC Office of Emergency Medical Services, NC Department of Health and Human Services.

This course will provide education enabling students to obtain their NC-Paramedic Certification with the goal of preparing competent entry-level Paramedics in the cognitive, psychomotor, and affective learning domains. An EMT Certification is required prior to enrolling in this course. Students must also complete an A&P

requirement. Hours: 1000

Date: Mid-October – TBD

Time: TBD

Location: ON-CAMPUS Jernigan, Classroom 113

Fees: \$180, plus fees

Principles of Ethics and Personal Leadership

This course covers many different topics and skill areas: personal and professional values and beliefs, understanding the concept of “service beyond self” personal responsibility for ethical decision making, strategies for conflict resolution, and serving as an ambassador for the profession, agency, and community.

Hours: 16

Date: 8/26/22 – 8/27/22 (F, SAT)

Time: 8AM-5PM

Location: Jernigan, Classroom 113

Fees: \$70, plus fees

Chief 101

The course is designed to provide training and education that must be taken by all chiefs of a Fire Department in NC. Usually offered at least once a year.

Hours: 12

Date: 8/1/22 – 8/2/22 (M, T)

Time: 6PM-10PM

Location: Off-Campus- Kelford Vol. Fire Dept.

Fees: \$70, unless fee exempt

Fire Grounds Ops I

This course includes instructional content for Firefighter Health & Safety. This course will present the candidate with the knowledge, skills, and ability to satisfy the requirements of NFPA 1001: Standard for Firefighter Professional Qualifications (2019 edition). This course should be offered consistent with the most current NC Fire and Rescue Commission guidelines; contact the Office of State Fire Marshal (OSFM) for details. Effective date July 1, 2020/2019 Edition NFPA Standard.

Hours: 24

Date: 8/30/22 – 9/17/22

Time: 6-10PM (T, TH) 8AM-5PM (SAT, SUN)

Location: Union Rural Fire Dept.

Fees: \$70.00, unless fee exempt

Fire Instructor I

This course will present the Instructor I candidate with the knowledge, skills, and ability to satisfy the requirements of NFPA 1041: Standard for Fire and Emergency Services Instructor Professional Qualifications (2019 edition; Chapter 4). This curriculum should be offered consistent with the most current NC Fire and Rescue Commission guidelines; contact the Office of State Fire Marshal (OSFM) for details. Effective date July 1, 2020/NFPA 1041 Standard, 2019 edition.

Hours: 30

Date: Mid-September

Time: TBD

Location: Jernigan, Classroom 113

Fees: \$70.00, unless fee exempt



Fire Instructor II

The course is designed to provide training and education to allow students to be eligible to obtain a Fire and Rescue Instructor certification in NC. There are two different levels and one must be completed before the other or they can be taken in combination. Course offerings vary based on need and demand.

Hours: 42
Date: Mid-September
Time: TBD
Location: Jernigan, Classroom 113
Fees: \$70.00, unless fee exempt

TIMS

This course is designed to establish the foundation for and promote consistent training of all responders to achieve the three objectives of the Traffic Incident Management (TIM) National Unified Goal: responder safety; safety, quick clearance from incidents; and prompt, reliable, interoperable communications. This course will familiarize fire and rescue personnel with the purpose of the Strategic Highway Research Program 2 (SHRP2) and National TIM Responder Training Program and how it relates specifically to North Carolina. Participants will learn to recognize and identify the dangers encountered by emergency responders working in or near traffic. This course is not a state fire & rescue certification course; however, it is a requirement related to one or more state certifications and will transfer electronically to the Office of State Fire Marshal (OSFM) for inclusion on OSFM transcripts. Please contact OSFM for details.

Hours: 4
Date: 11/29/22 (T)
Time: 6PM-10PM
Location: Union Rural Fire Dept.
Fees: \$70.00, unless fee exempt

Please NOTE: Unless fee exempt, stated fees apply for all EMS and fire courses.



Creative and Liberal Arts



Basic Rider Course

This course is designed for new riders who have never ridden a motorcycle, and for re-entry riders who have not ridden in a long time. Even experienced riders who have taken this course have told us afterwards that they learned a lot. Persons interested in attending a BRC must be 16 years of age or older. Students under the age of 18 must have the written consent of a parent or guardian. You do not need to possess a driver's license or learners permit to take the course. However, you must be able to ride a bicycle, and you must possess some degree of strength. **THE COURSE IS PHYSICALLY DEMANDING!!** You should be able to support a 300-pound motorcycle while straddling it and can push the motorcycle for distances up to 120 feet. Heat and cold weather conditions can add to the strenuous conditions you'll encounter while taking the course. The Basic Rider Course is conducted at a pace that results in successful completion for most novice riders. However, if you experience significant difficulty or become a safety risk to yourself or others, you will not be permitted to continue to ride.

We provide the motorcycles. We recommend you bring your own DOT approved helmet, but our sites do have a limited supply of loaner helmets in the event you don't have your own. In addition, you will be required to wear eye protection, a long-sleeved shirt or jacket, long pants (preferably denim), over the ankle footwear and full fingered gloves (preferably leather). "Acceptable Footwear for Riding Activities includes any over-the-ankle "leather" footwear. Hiking boots and tennis type shoes that cover the ankle and are reinforced with padding and thick canvas or leather are also acceptable." To view a video about the BRC, visit the MSF website at www.msf-usa.org.

Upon successful completion of the BRC, you will be issued a skills waiver card for the NCDMV. This means

the DMV will not require you to take their motorcycle riding test. You will still be required to visit your local DMV office and take their written exam before being issued a motorcycle endorsement.

Hours: 20-22
Dates: 8/12-14, 2022 (F, SA, SU)
Time: Fri: 6-10 pm; Sat 8 am-5 pm
Fees: \$152

Please note: This course is offered as a self-supported class. The tuition fee will not be refunded for failure to show up for class or failure to complete the course.



Cake Decorating with Chef ShebaStar

This class, “Sweet Treats” will help you to decorate your cakes like a pro. What you’ll learn: how to make basic icing, fill and use a pastry bag, make flowers and balloons, drip method, figure piping and few surprise baking secrets. At the end of the class, you will leave with a delicious decorated cake and free apron.

Hours: 4
Start Date: 7/9/2022 (SAT)
Hours: 10AM – 2PM
Fees: \$100 (Registration includes supplies)

Cardio Line Dancing

A cardio line dancing class is an exhilarating and effective way to get fit, shape up and slim down. Dancing is perfect for kick-starting weight loss and improving cardiovascular health. Dancing can burn 300-800 calories per hour. Take part in a variety of dance activities that are designed to raise your heart rate and help you tone up.

Hours: 24
Start Date: 8/29/22 – 11/21/22 (M and W)
Hours: 6PM – 7PM
Fees: \$70

Effective Teacher Training

This course provides sessions on learning expectations, time management, instructional methods, preparation, monitoring student interaction, social interaction, non-instructional duties and evaluation. This class is recommended for substitute teachers, teacher assistants, and prospective new teachers.

Hours: 30
Start Date: 10/17/22 – 10/27/2022
Time: 5:30PM-9:30PM (M-TH)
Fees: \$125, plus textbook

Ministry Leadership Certificate:

Part I: Introduction to Ministry Leadership

In this course, students will receive an introduction to the basic leadership principles and an examination of trait, behavioral and contingency theories of leadership. Leadership theories are evaluated theologically. Biblical leadership aspects related to the church and denomination will be explored. Hours: 10

Dates: August 9 – 23, 2022 (T, TH)
Time: 6-8PM
Fees: \$70

Part II: Ministry Leadership

This course will establish biblical principles and requirements for leadership while depicting biblical examples of how to develop leaders in ministry. Emphasis is placed on skill development, organizing, implementing ministerial programs and projects, and other related leadership skills. Hours: 24

Dates: August 25 – October 4, 2022 (T, TH)
Time: 6-8PM
Fees: \$70

Part III: Strategic Communication

This course enables students to develop communication in strategies that help to achieve goals, including problem solving, team building, and developing and launching new programs or service. This course will provide methodologies on how to communicate across diverse sects of spiritual denominations.

Hours: 20
Dates: October 06 – November 8, 2022 (T, TH)
Time: 6PM - 8PM
Fees: \$70

Part IV: Organizational Change/Conflict Management

This course provides an introduction of the principles and challenges of leading organizational change and managing conflict in churches and other spiritual institutions. Students will explore the role of leaders as change agents and in conflict resolution.

Hours: 20
Dates: November 10 – December 15 (T, TH)
Time: 6PM - 8PM
Fees: \$70

Pottery Studio

This course provides basic instruction in clay development and incorporates firing, glazing while completing various projects.

Hours: 24
Start Date: 9/10/22 - 10/29/22
Days: Saturdays
Time: 9AM-12Noon
Location: Art Studio, Freeland Building
Fees: \$125, includes supplies

Zumba

Zumba is a dance-fitness class that combines fast and slow rhythms from Latin and international music. The class adheres to a specific interval pacing formula, maximizing caloric output and body toning using easy steps and high energy music. No dance experience necessary. Classes lead by a certified fitness instructor.

Hours: 24
Start Date: TBD
Hours: 6PM – 7PM
Fees: \$70

Essential Skills Training for Job Seekers



Professional Resume Writing for Office Professionals	08/16	08/30	9A-12P	Online
Indeed Job Search Techniques	08/18	09/08	1P-4P	Online
Employability/Career Ready Lab	08/22	12/09	8A-1P	NCWorks Career Center
Financial Literacy: Basic Budgeting	08/29	08/31	9A-12P	Freeland 100
Basic Computer Class	09/02	09/23	9A-12P	Murfreesboro Senior Center
Human Services Exploration: DSS Caseworker	09/05	10/26	6-9PM	Freeland 100
NCRC/WorkKeys Preparation	09/06	09/29	9-11AM	Online
Resume Writing	09/13	09/27	5P-8P	Online
Career Exploration	09/20	09/29	9A-12P	Online
Dress for Success	10/03	10/31	6P-8P	Freeland 109
Basic Computer Class	10/07	10/28	9A-12P	Winton Senior Center
Increase Your Credit Score	10/17	10/21	5P-8P	Freeland
Computer Awareness: Office Technology for Professionals	10/24	11/16	5P-8P	Online
Team Building Strategies	11/01	11/22	6P-9P	Online
Basic Computer Class	11/04	12/02	9A-12P	Ahaskie Senior Center
Banking Basics	11/07	11/11	9A-12P	Freeland 100
LinkedIn for Job Seekers	11/21	12/05	5P-8P	Online
Bucks to Bargains	11/30	12/07	5p-9p	Freeland 140

For more information, contact Ja'Queta Stevenson
jcpugh5089@roanokechowan.edu 252-862-1235



Continuing Education Course Registration Form

PO Box 1248 * Ahoskie, NC 27910 * www.roanokechowan.edu

Course Title: _____ Section Number/Term: _____

Social Security # or Colleague ID#: _____ *Date of Birth (M/D/Y): _____

Name: _____ Last Name: _____
(please print & no nicknames)

Mailing Address: _____ (check here if new address) ☐

City: _____ State: _____ Zip: _____

State (residence): _____ County (residence): _____ E-mail Address: _____

Home Phone () _____ Cell Phone () _____

Ethnicity: ☐ Hispanic/Latino ☐ Non-Hispanic/Latino Gender: ☐ Male ☐ Female

Race: ☐ White ☐ Black/African American ☐ American Indian/Alaska native
☐ Asian ☐ Hawaiian/Pacific Islander ☐ Other(specify) _____

Please circle highest level of education completed: 1 2 3 4 5 6 7 8 9 10 11 12 GED

One-Year Vocational Diploma 14 Associate Degree 15 Bachelor's Degree 16 Master's Degree or Higher 17

Employment Status: ☐ Retired ☐ Full-Time ☐ Part-Time ☐ Unemployed - Not Seeking ☐ Unemployed-Seeking

Employer: _____ Job Title: _____

Fee Waiver, if appropriate/Check all or any that apply:

☐ Paid Fireman ☐ Volunteer EMT ☐ Law ☐ Human Resources Dev.
☐ Volunteer Fireman ☐ Paid EMT ☐ Inmate

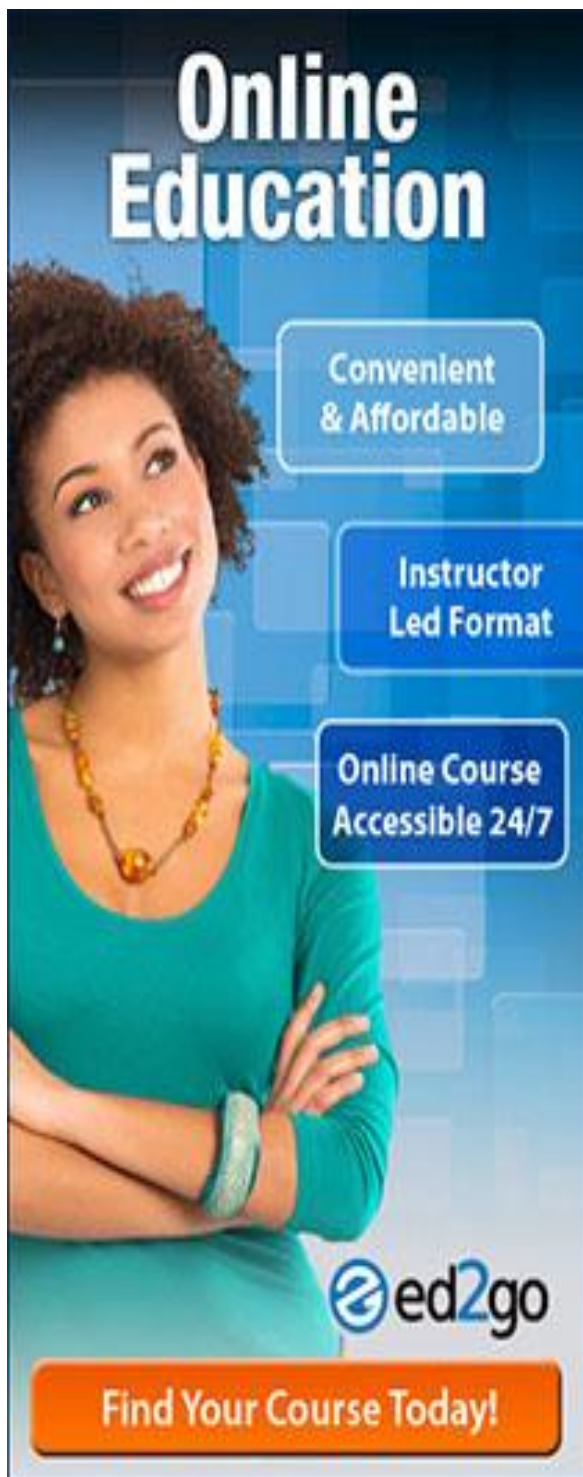
If fee waived list agency affiliation: _____ Job Title: _____

Student Signature: _____ Date: _____

Contact us



252-862-1307



Classes start at \$75

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Self-Paced

Popular Ed2Go Online Courses

Medical Terminology

Human Anatomy and Physiology

Become a Veterinary Assistant

Introduction to Natural Health and Healing

Handling Medical Emergencies

Assisting Aging Parents

Management and Leadership Courses—

Building Teams that Work

**Fundamentals of Supervision and
Management**

Individual Excellence

Interpersonal Communication

Introduction to Business Analysis

Keys to Effective Communication

Leadership

Mastery of Business Fundamentals

Small Business Owners

Employment Law Fundamentals

Creating Web Pages

Designing Effective Websites



For more information or to register, call:

252-862-1307

Visit our webpage at

www.ed2go.com/roanokeced

Business and Industry



The Mission of the Customized Training Program (CTP) is to help businesses maintain their competitive edge through awareness, education, and training. Specialized training offered to fit the needs of your industry with flexible scheduling. We provide training for qualifying industries in Hertford, Bertie and Northampton Counties.

Reliability/Productivity classes include:

- Introduction to Lean Manufacturing
- Yellow and Green Belt Certification
- Poka Yoke-Mistake Proofing
- 5-S

- Lean Six Sigma

- Value Stream Mapping

- Quality classes include:

 - TS16949

 - NAQ-1

 - Commercial Grade Dedication

 - ISO 14001 Environmental Management

 - Measurement System Analysis

 - Kepner Tregoe PSDM: Analytical Problem Solving

 - Blueprint Reading

 - Internal Auditor Training

 - Lead Auditor Training

 - Process Mapping

 - OJT Train-the-Trainer

 - FMEA (Failure Mode & Effects Analysis)

 - GD&T (Geometric Dimensioning & Tolerancing)

 - Math for Measurement

 - IPC 610

Leadership/Management classes include:

- Essentials of Leadership

- Managing Complaints

- Resolving Conflicts

- Effective Discipline

- Time Management

- Achieve Global Supervisory/Manager Training

- Essentials of Communication
- Providing Performance Feedback
- Delegating
- Change Management
- Providing Constructive Feedback
- DDI Supervisory/Manager Training
- Business Management
- Leading Across Generations
- DISC Training

Operator/Mechanic Skills Training

- Solidworks and AutoCad

- PLC

- GibbsCAM

- CNC Level I and II

- Welding

- Machining

- Fabrication

- Robotic Welding

- Injection Molding

- Inventor

- Basic Electrical

- Commercial Grade Dedication

- Mechatronics

Safety classes include:

- Site Workplace Assessment

- OSHA 10 & 30 (General Industry & Construction)

- Overhead Crane Training

- HAZWOPER Training

- Bloodborne Pathogens

- CSIP (Continuous Safety Improvement)

- Ergonomics

- Confined Space Entry

- Hazardous Materials Training

- Fire Extinguisher Training

- Fall Protection

- Lockout/Tagout

- Supervisor's Role in Safety Compliance

- OSHA Records & Accident Investigation

- Duties & Responsibilities of Safety Committees

- Inspection Checklist

If your company is interested in learning more about these training opportunities, or to schedule a class, please call 252-862-1307.

2022 Seminars

Register at: <https://www.ncsbc.net>

(Start Time - 6:30-8:30 p.m.)

May 12 – On-Line

Achieving Small Business Goals

Is your business stagnating? Do you or your employees need motivation? A new level of success can be achieved by adjusting your mindset! L. Diane Wolfe delivers focused training on the five keys to success - a positive attitude, people skills, self-esteem, overcoming fears, and setting smart business goals. Small business owners looking to energize their productivity are encouraged to attend this spirited seminar!

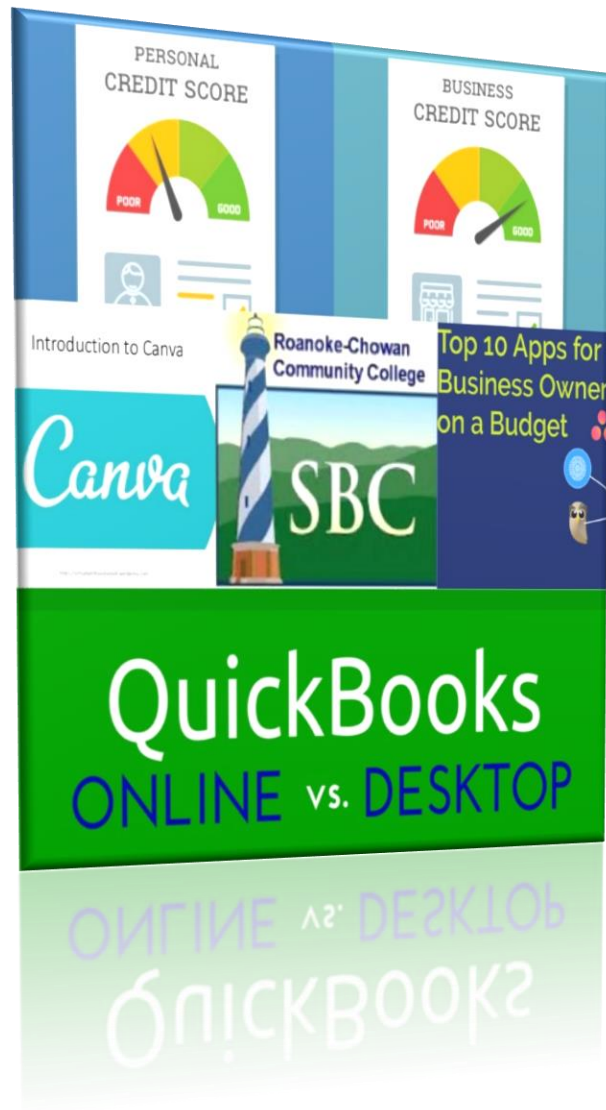
June 16 – RCCC Campus

Passion + Organizational Structure = Business Solutions and Success

Do you have a burning idea or passion? Should your passion become a hobby or a business? Throughout this seminar, participants will learn strategies to build a solid business structure of value and substance that will be an answer to problems. Participants will learn how to complete needs assessments, create vision and mission statements, and identify and build relationships with community stakeholders. Core business competencies will also be developed that will create an alignment between your passion and profitability as a small business.

Customized support provided to small businesses for FREE! For assistance, please call:

252-862-1266



Roanoke-Chowan Community College's

Small Business Center (SBC) provides

small business owners with information they need for success, including advice on marketing, sales, bookkeeping, and management.

We are a community-based provider of education and training, counseling, networking and referrals. Let our Small Business Center help you develop a plan of action to turn your dreams into a reality!

- **Confidential counseling**
- **Training and technical assistance support**
 - **Business seminars and workshops**
 - **Resource and referral services**
 - **A library of resources**





WHAT DO WE OFFER?

HIGH SCHOOL EQUIVALENCY DIPLOMA
MULTIPLE PATHWAYS TO HIGH SCHOOL EQUIVALENCY
EMPLOYABILITY SKILLS ALIGNMENT PROJECT (ESAP)

**FREE
CLASSES**



TAKE THE ONLINE GED TEST

TAKE YOUR GED TEST FROM THE COMFORT OF YOUR HOME, WHILE
SECURELY MONITORED BY AN ONLINE PROCTOR. ONLINE TESTING IS
CURRENTLY ONLY AVAILABLE IN ENGLISH,
BUT WILL BE AVAILABLE IN SPANISH SOON.

*MUST BE 18+

*MUST HAVE PASSED 3 OUT OF 4 TESTS

*MUST SCORE "GREEN" ON THE GEDREAD4 TESTS WITHIN THE LAST 60 DAYS.

Contact Tenia Stevenson @ 252-862-1258

Tishadda Walton @ 252-862-1309

<https://www.roanokechowan.edu/college-and-career-readiness/>

Basic Skills: College and Career Readiness-Math/Science	08/01/22	12/22/22	M-TH	8:30 AM-12:30 PM
Basic Skills: College and Career Readiness-Reading, Writing, Lang. A	08/01/22	12/22/22	M-TH	8:30 AM-12:30 PM
Basic Skills: College and Career Readiness-Basic Skills	08/01/22	12/22/22	M-TH	8:30 AM-12:30 PM
Basic Skills: College and Career Readiness-English for Speakers of o	08/01/22	12/22/22	T,TH	5:30 PM-8:30 PM
Basic Skills: College and Career Readiness-Waves Math Camp	08/01/22	12/22/22	M-th	1:00 PM-5:00 PM
Basic Skills: College and Career Readiness-Digital Literacy	08/01/22	12/22/22	W,TH	1:00 PM-5:00 PM
Basic Skills: College and Career Readiness-Literacy for Life	08/01/22	12/20/22	T	1:00 PM-5:00 PM
Basic Skills: College and Career Readiness-ABE/HSE	08/01/22	12/22/22	M-TH	8:00 AM-12:00 PM
Basic Skills: College and Career Readiness-Basic Skills	08/01/22	12/23/22	M-F	12:30 PM-2:00 PM

CONTACT US



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Allied Health

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Small Business Center

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