

September – December

CCWA2024

EXPLORE
NEW
CAREERS
TODAY



CCWATRaining.org



CCWA is the Workforce Development Division of Brightpoint and Reynolds Community Colleges

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Tuition Assistance

To learn more about funding programs available through CCWA, go to:

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NEW CCWA SPACES!

CCWA is expanding programs in two newly renovated locations. See details on page 18.

Community College Workforce Alliance (CCWA) seeks to be the go-to resource and partner for businesses and economic development organizations seeking workforce solutions and the first stop for job seekers across central Virginia looking for a runway to a career or advancement. As the shared workforce development division of Brightpoint and Reynolds Community Colleges, CCWA supports regional economic advancement and individual financial empowerment through industry sector strategies.

Coaching Connects



Combining skills training with coaching and confidence-building, CCWA supports your needs, from enrollment to employment.

Network2WorkRVA connects job seekers with employers looking to fill vital roles within their companies.

Focused on healthcare, IT, manufacturing, logistics and construction and related trades, Network2WorkRVA helps you find a job that leads to a successful career pathway.



CAREER EXPLORATION & PLANNING

Assistance in determining your best job fit and developing a plan for your next steps

EMPLOYABILITY SKILLS

Resume assistance, mock job interviews and employment application support

SUPPORT SERVICES

Access to resources that will help you prepare for and maintain your job (such as transportation and childcare)

JOB PLACEMENT

Connections to employers and jobs that align with the training provided at CCWA

For more information about CCWA career coaching and Network2WorkRVA, email careercoach@ccwa.vccs.edu



Open Doors to In-Demand Jobs with Industry Credentials

FASTFORWARD PROGRAMS with TUITION ASSISTANCE include:



BUSINESS AND LEADERSHIP

- Customer Service & Sales Certification
- Project Management Prep (PMP)
- Certified Associate in Project Management (CAPM)



TRADES AND MANUFACTURING

- Apartment Maintenance Technician
- Commercial Driver's License (CDL)
- Manufacturing Technician 1 (MT1)
Dual credential with Manufacturing Specialist (MS)
- Lean Practitioner
- Certified Logistics Technician
Dual credential with Certified Logistics Associate
- VDOT Construction Inspector Series
- NCCER Core Construction
- NCCER Electrician Level 1
- NCCER HVAC Level 1
- NCCER Heavy Equipment Operator Level 1
- NCCER Plumbing Level 1
- Fiber Optic Installer 1-2-3
- Pharmaceutical Manufacturing
Triple credential with Manufacturing Specialist (MS) and Chemical Manufacturing (ChemMT)

EDUCATION

- Teacher Licensure
Through EducateVA

The Greater Richmond job market is active and credentials are becoming more critical. FastForward credentials open doors to in-demand jobs.



*Scan code to register for
your certification today!*

NOW AVAILABLE:

Online and Hybrid* Class Formats for most FastForward Certification Courses

*combination of online classes and small in-person classroom groups

TUITION ASSISTANCE

FastForward tuition grants, available to all Virginia residents, pay two-thirds of the tuition costs; students qualifying for financial aid may be eligible for additional funding. Businesses interested in a certified workforce may also benefit from FastForward funds.



INFORMATION TECHNOLOGY

- CompTIA Tech+
- CompTIA Security+
- CompTIA Network+
- CompTIA Linux+
- CompTIA A+
- Python Programming
- AWS Cloud Practitioner
- AWS Certified Solutions Architect (Associate)
- AWS Security Specialist



HEALTHCARE

- Clinical Medical Assistant
- Nurse Aide
- Certified Professional Biller
- Certified Professional Coder
- Electrocardiography (EKG) Technician
- Phlebotomy Technician
- Emergency Telecommunicator (9-1-1 Operator)
- Pharmacy Technician

**PAY ONLY ONE-THIRD
OR LESS OF TUITION FOR
SHORT-TERM TRAINING
THAT GETS YOU TO WORK**



FastForward
CREDENTIALS FOR A CAREER THAT MATTERS

Go to ccwatraining.org/certifications

Credential Programs

CLASS LOCATIONS — details on page 23



TECHNOLOGY

CompTIA Tech+

Sep 17 – Nov 12 TR 6:00 PM – 8:00 PM Online

Oct 14 – Nov 25 MWR 6:00 PM – 8:00 PM Online

Fee: \$1,299 ➡➡

CompTIA Network+

Oct 7 – Dec 2 MWR 6:00 PM – 8:00 PM Online

Fee: \$3,750 ➡➡

CompTIA Security+

Sep 16 – Nov 11 MWR 6:00 PM – 8:00 PM Online

Fee: \$3,750 ➡➡

AWS Certified Cloud Practitioner

Oct 7 – Dec 2 MTR 5:30 PM – 7:30 PM Online

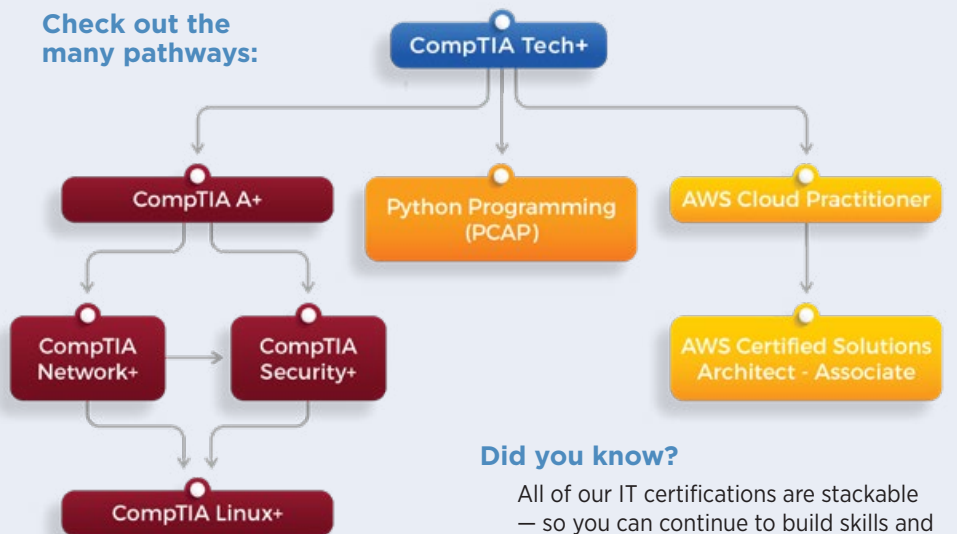
Fee: \$1,800 ➡➡

Choose Your Path to a Valuable Career in IT

Information technology continues to grow. This means jobs in the IT field are stable and reliable. IT can take you anywhere — healthcare, finance, government and more.

Earning an IT certification at CCWA begins with CompTIA Tech+ — and there are many opportunities available with this foundation course.

Check out the
many pathways:



Did you know?

All of our IT certifications are stackable — so you can continue to build skills and become even more valuable!


PHARMACY TECHNICIAN:

Begin Your Career This Fall!

Our comprehensive 426-hour program prepares you to enter the pharmacy field as a technician, under the supervision of a licensed pharmacist.

Pharmacy technicians work in hospitals, home infusion pharmacies, community pharmacies, and other settings.

This course combines online learning, in-person simulations, and real-world internships where students are able to perform supervised pharmacy technician duties in a real pharmacy setting.

 **Low-to-no cost with FastForward and G3 tuition assistance. See pages 4, 5, and 20.**

This course is accredited by American Society of Health-System Pharmacists® (ASHP) and meets the current Virginia Board of Pharmacy requirements.

Classes are held at the Bremo Office & Training Center on 2002 Staples Mill Rd. in Richmond, VA.



New hybrid classes starting this fall!

SEPTEMBER 9

MTWRF 8:00 AM – 4:30 PM
Bremo Training, Richmond

Fee: \$6,000 


TO GET STARTED: Sign up for your Pharmacy Tech orientation session today! Scan code »



HEALTH CARE

Nurse Aide Program

Sep 23 – Nov 15 MTWRF 9:00 AM – 3:00 PM DTC
Dec 2 – Feb 7 MTWRF 9:00 AM – 3:00 PM DTC

Fee: \$3,495 


EKG Technician Certification Program

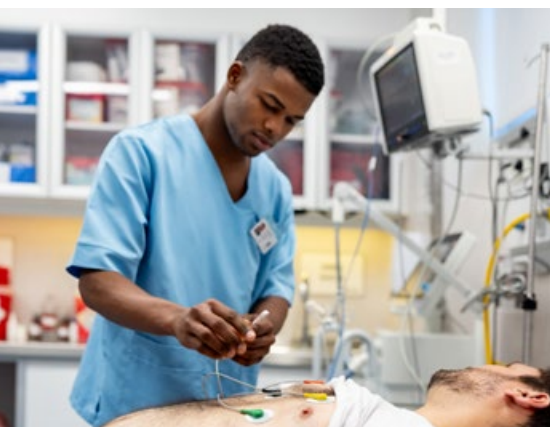
Oct 4 – Nov 9 F 10:00 AM – 2:00 PM
& S 10:00 AM – 4:00 PM DTC


Fee: \$1,800 

Clinical Medical Assistant Program

Nov 12 – Apr 10 TR 10:00 AM – 2:00 PM CH
Nov 12 – Apr 10 TR 10:00 AM – 2:00 PM DTC
Nov 12 – Apr 10 TR 6:00 PM – 10:00 PM CH

Fee: \$3,267 



 = **FastForward and G3 Funding Available: See pages 4, 5, and 20.**



**Launch
Your Career
in Nursing!**

Start Today.

The CCWA Nurse Aide Program prepares participants for a rewarding career in the nursing field with 8 weeks of hands-on, instructor-led skills training and clinicals.

This comprehensive program focuses on improving and enhancing the quality of life for long-term care residents while addressing the growing need for this type of care.

Course is approved to allow students to sit for the National Nurse Aide Assessment Program® (NNAAP) Nurse Aide Exam.

Upcoming Class Dates:

- **September 23 – November 15**
- **December 2 – February 7**

Classes are held at our healthcare labs located on the Reynolds Community College Downtown Campus.



Low-to-no cost with FastForward and G3 tuition assistance. [See pages 4, 5, and 20.](#)

Sign up for a healthcare orientation session to get started! (Scan code.)



HEALTH CARE — *continued*

**Medical Coding -
Certified Professional Coder**

Sep 9 – Dec 23 MW 6:00 PM – 9:00 PM Online

Fee: \$3,897 ➤➤

Pharmacy Technician Program

Begins Sep 9* MTWRF 8:00 AM – 5:00 PM OS

Fee: \$6,000 ➤➤ *Program ends Sep 9, 2025.

Certified Phlebotomy Technician

Oct 11 – Dec 7 F 10:00 AM – 2:00 PM & S 10:00 AM – 4:00 PM CH

Oct 11 – Dec 7 F 6:00 PM – 10:00 PM & S 10:00 AM – 4:00 PM CH

Fee: \$2,334 ➤➤



➤➤ = *FastForward and G3 Funding*
Available: See pages 4, 5, and 20.

INSTRUCTOR SPOTLIGHT



Kathy Godard

► **Nurse Aide Instructor**

“ Success in the classroom builds confidence and pride and nurtures the care professionals who contribute to our community’s well-being. Our adult learners bring invaluable life lessons to the classroom. I focus on leveraging these experiences to empower students in acquiring new skills and knowledge. ”

Unlock Your Future in Healthcare!

Get Started with CCWA

A healthcare certification from CCWA opens doors to employment opportunities in physician offices, clinics, chiropractor offices, hospitals, and outpatient facilities.

Orientation is mandatory for those interested in CCWA healthcare certification.

Orientation sessions allow you to explore CCWA course offerings, initiate the registration process, and apply for funding that could cover up to 100% of tuition fees.

ORIENTATION LOCATIONS:

- **Brightpoint Chester Campus**
- **Reynolds Downtown Campus**

Location details: page 23



Scan the QR code to register for a healthcare information session!

**HEALTHCARE
CERTIFICATION
PROGRAMS**

**Pharmacy
Technician**
Medical Assistant
Nurse Aide
**Phlebotomy
Technician**
EKG Technician
Medical Coder
Medical Biller
**Emergency
Telecommunicator
(911 Dispatcher)**

Short-term classes are offered on a rotating basis for your convenience.

Financial aid and employment assistance are available based on eligibility.

healthcare@ccwa.vccs.edu | 804-706-5177 | ccwatraining.org/healthcare

MANUFACTURING
AND TRADES

Certified Logistics Associate (CLA)

Sep 3 – Oct 10 TWR 9:00 AM – 12:00 PM CH
Oct 22 – Dec 18 TWR 5:30 PM – 8:30 PM CH

Fee: \$900

Lean Practitioner Certification

Sep 3 – 18 TWR 5:30 PM – 8:30 PM CH
Nov 12 – Dec 3 TWR 5:30 PM – 8:30 PM CH

Fee: \$1,200

Pharmaceutical Manufacturing
Technician Certification

Sep 24 – Dec 4 TWR 5:30 PM – 8:30 PM CH

Fee: \$2,916

Manufacturing Technician Level 1
Certification

Sep 24 – Nov 7 TWR 5:30 PM – 8:30 PM CH
Oct 28 – Dec 4 MTWR 5:30 PM – 8:30 PM CH

Fee: \$816

NCCER National Center for Construction
Education and Research

INSTRUCTOR SPOTLIGHT

Lawrence
Brewton

► Manufacturing
& Trades
Outreach Specialist



“ I work to engage with adult learners by actively listening and focusing on identifying experiences that will lead to a certification. My goal is to share credentials which have the potential to be transformational while developing connections with the communities I serve. ”

NCCER Introductory Craft Skills

Each course leads to a Level 1 specialty.

Leads to HVAC 1

Sep 10 – Oct 9 TWR 5:30 PM – 9:00 PM DTC

Leads to Plumbing 1

Sep 10 – Oct 9 TWR 5:30 PM – 9:00 PM DTC

Leads to Heavy Equipment Operator

Sep 24 – Oct 17 TWR 5:30 PM – 9:00 PM CH

Leads to Apartment Maintenance

Sep 10 – Oct 24 TR 5:30 PM – 9:00 PM DTC

Fee for each program: \$1,098

» = FastForward and G3 Funding
Available: See pages 4, 5, and 20.

INTRODUCING:



Mobile Flex Lab

With training locations on four campuses of our two community colleges as well as on off-site locations in downtown Richmond and Petersburg, there still is a need to get career coaching, education advising, tuition assistance, and workforce training to residents of our region for whom traveling to a campus is unfamiliar or challenging. That's why we now have a new mobile lab that will bring career coaching, academic advising, financial aid assistance, and workforce training into areas where residents may need CCWA services delivered closer to home.

Our outreach specialist, who will be driving the new mobile lab, is ready to assist residents in preparing for quality jobs in growing industry sectors.

To reserve the Mobile Flex Lab, call CCWA Outreach Specialist Lawrence Brewton at 807-706-5180.



NEW!

APARTMENT MAINTENANCE TECHNICIAN

Become a Master of Maintenance!

CCWA's **Certified Apartment Maintenance Technician (CAMT)** course will help you earn the valuable CAMT credential.

Learn the basics of electrical, appliance maintenance and repair, HVAC and plumbing, as well as the maintenance and repair of property interiors and exteriors.

OCT 29 - JAN 16 (2025)

TR 5:30 PM - 9:00 PM (DTC)

Fee: \$2,700 >> *Funding details: pages 4, 5, 20*

- Processing work orders efficiently and satisfactorily
- Electrical, plumbing, HVAC, mechanical, construction, appliance, and lock-related services and repairs
- Painting services
- Minimizing personal and property damage
- Maintenance safety
- Fair housing regulatory compliance
- Environmental responsibility and regulatory compliance

MORE INFORMATION EMAIL emcgarry@ccwa.vccs.edu

The CAMT course is accredited by the American National Standards Institute (ANSI).

Certified Apartment Maintenance Technician

Oct 29 - Jan 16 TR 5:30 PM - 9:00 PM DTC

Fee: \$2,700 >>

NCCER: HVAC Level 1

Oct 10 - Dec 19 TWR 5:30 PM - 9:00 PM DTC

Fee: \$1,698 >>

NCCER: Electrical Level 1

Sep 19 - Nov 12 TWR 5:30 PM - 9:00 PM DTC

Fee: \$1,500 >>

NCCER: Heavy Equipment Operator Level 1 - HYBRID

Oct 22 - Dec 11 TWR 5:30 PM - 9:00 PM CH

Fee: \$2,748 >>

NCCER: Plumbing Level 1

Oct 10 - Dec 19 TWR 5:30 PM - 9:00 PM DTC

Fee: \$1,599 >>



Truck Driver Training (CDL)

Classes in CHESTER:

WEEKDAY / Monday – Friday

Sep 16 – Oct 11	Nov 11 – Dec 6
Sep 30 – Oct 25	Nov 25 – Dec 20
Oct 14 – Nov8	Dec 9 – Jan 10
Oct 28 – Nov 22	

WEEKEND / Saturday & Sunday

Sep 28 – Dec 8	Nov 2 – Jan 26
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Chester Classes: 8:00 AM – 5:00 PM



Call 804-523-2292 for pricing.*

NEW!

Classes in RICHMOND:

WEEKDAY / Monday – Thursday

Sep 16 – Oct 10	Nov 11 – Dec 6
Oct 14 – Nov 7	Dec 9 – Jan 3

WEEKEND / Saturday & Sunday

Oct 5 – Nov 24	Nov 30 – Jan 19
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Richmond Classes: 8:00 AM – 5:00 PM

For more information visit ccwatraining.org/truck-driving-training

**Financial support is provided for this course to all Virginians, subject to availability.*

VDOT: Plan Reading for Inspectors

Sep 4 – 6 WRF 8:30 AM – 4:30 PM MIDLO

Fee: \$600

VDOT: Documentation and Recordkeeping for Inspectors

Oct 1 – 3 TWR 8:30 AM – 4:30 PM MIDLO

Fee: \$600

VDOT: Surveying for Inspectors

Oct 15 – 16 TW 8:30 AM – 4:30 PM MIDLO

Fee: \$624

VDOT Virginia Dept. of Transportation

VDOT: Roadway Construction and Drainage for Inspectors

Sep 17 – 20 TWRF 8:30 AM – 4:30 PM MIDLO

Fee: \$795

VDOT: New Structures and Bridges for Inspectors

Nov 5 – 7 TWR 8:30 AM – 4:30 PM MIDLO

Fee: \$750



= FastForward and G3 Funding Available: See pages 4, 5, and 20.

CERTIFICATIONS IN MOTION

CCWA'S PARTNERSHIP with the VIRGINIA DEPARTMENT OF TRANSPORTATION

Materials and Inspector Certification Courses are available year-round with statewide offerings.

Custom dates for on-site courses are available upon request.

Inspector Courses are offered at a discounted rate (66% off) for all Virginia residents through the FastForward/Workforce Credential Grant (subject to availability).



ccwatraining.org/VDOT / 804-523-2290

VDOT: Bridge Preservation for Inspectors

Nov 19 – 21 TWR 8:30 AM – 4:30 PM MIDLO
Fee: \$600 >>

VDOT: Central Mix Aggregate Plant with Proficiency

Sep 17 – 19 TWR 8:30 AM – 4:30 PM WDCC
Fee: \$600 >>

VDOT: Intermediate Work Zone Traffic Control (WZTC) Certification

Nov 11 – 12 MT 8:30 AM – 4:30 PM CH
Fee: \$402 >> — \$134 for Virginia residents

VDOT: Soils and Aggregate Compaction

Sep 24 – 27 TWRF 8:30 AM – 4:30 PMWDCC
Fee: \$350

VDOT: Soils and Aggregate Compaction Certification Proficiency Exam

Sep 5	R 8:00 AM – 5:00 PM	WDCC
Sep 12	R 8:00 AM – 5:00 PM	WDCC
Sep 19	R 8:00 AM – 5:00 PM	WDCC
Sep 26	R 8:00 AM – 5:00 PM	WDCC

Fee: \$250

VDOT: Concrete Plant

Oct 22 – 23 TW 8:30 AM – 4:30 PM WDCC
Fee: \$250



BUSINESS ADMINISTRATION AND MANAGEMENT

National Retail Certification in Customer Service & Sales

Sep 23 – Nov 20 MW 6:00 PM – 8:00 PM Online
Fee: \$840 >>

Project Management (PMP) Prep Course

Sep 4 – Dec 11 W 6:00 PM – 8:30 PM Online
Fee: \$2,400 >>

Certified Associate in Project Management – CAPM

Sep 10 – Nov 19 T 6:00pm – 8:30pm Online
Fee: \$2,100 >>

Make a Difference: Become a Teacher

If you are a professional with a bachelor's degree and at least three years of full-time work experience, you may qualify for the EducateVA Career Switcher licensure program. This affordable, fast-track program is approved by the Virginia Department of Education, and provides the academic training and practical experience needed to make an impact in the classroom.

DEADLINE:
NOV 8, 2024
FOR COHORT STARTING
SPRING 2025

FREE WEBINAR:

To learn more about the program, visit our website to sign up for the monthly hour-long webinar, held on the third Wednesday of each month at 12:00 PM.

Upcoming Webinars:

Sep 18 | Oct 16 | Nov 20 | Dec 11

Become licensed in 18 weeks through a combination of online and weekend courses.

>> Offered as a FastForward credential. Participants pay 1/3 or less of the cost.



Teaching: The most rewarding career you will ever have.

To learn more, visit the website:
educateva.com

Technology

CLASS LOCATIONS — details on page 23



BUSINESS APPLICATIONS

Making ChatGPT and Generative AI Work for You

September classes: *See page 15 for details.*

Fee: \$695

Excel Pivot Tables & PowerPivot Tools

Dec 6 F 9:00 AM – 4:00 PM WDCC

Fee: \$299

Excel Data Management

Nov 1 F 9:00 AM – 4:00 PM WDCC

Fee: \$299

Excel - Level 1

Sep 17 T 9:00 AM – 4:00 PM WDCC

Oct 9 W 9:00 AM – 4:00 PM WDCC

Fee: \$299

Excel - Level 2

Oct 24 R 9:00 AM – 4:00 PM WDCC

Fee: \$299

Excel - Level 3

Nov 12 T 9:00 AM – 4:00 PM WDCC

Fee: \$299

CREDENTIAL PROGRAMS

To earn industry credentials in information technology, review our certifications programs on **page 6**.

INSTRUCTOR SPOTLIGHT



Rosemary
McCracken

► Microsoft & QuickBooks Certified Trainer

“When teaching, I always try to focus on the purpose of each software function I demonstrate. By understanding a feature’s purpose, participants are more likely to utilize it and thereby become a more proficient software user.”

Making ChatGPT and Generative AI Work for You

A COURSE DESIGNED TO
DEMYSTIFY GENERATIVE AI
FOR BUSINESS PROFESSIONALS

AI brings significant value to organizations.

A major milestone in business automation has been reached—generative AI. Despite its recency, it has already started having a significant impact on our lives. But, the rapid pace at which generative AI is growing can be overwhelming. And, there are so many facets to this field that it can be difficult to know how to use it effectively to improve the business.

This course is designed to demystify generative AI, as well as to trace its power to actionable, real-world business goals. It will give you the essential knowledge of generative AI you'll need to elevate your organization in these exciting times.

Upon course completion you will be able to:

- **Describe** the fundamentals of AI and generative AI
- **Generate** text, code, images, video, and audio using AI
- **Identify** the challenges of generative AI
- **Implement** organizational strategies for generative AI

CHOOSE A FALL CLASS:

Sep 13 F 9:00 AM – 4:00 PM WDCC

Sep 20 F 9:00 AM – 4:00 PM Online

Fee: \$695

TO REGISTER, scan the code »



Schedule the training for your team by calling (804) 523-2297.

Business Administration and Management

CLASS LOCATIONS — details on page 23

BUSINESS

Financial Course for Business Owners

Align your personal and business goals and make important decisions about the security of your business.

SUMMER COURSES:

- **Sep 18 & 25**
W 6:00 PM – 9:15 PM (MIDLO)
- **Oct 22 & 29**
T 9:00 AM – 12:15 PM (MIDLO)
- **Nov 13 & 20**
W 6:00 PM – 9:15 PM (MIDLO)

(See location information on page 19.)

For more information visit
ccwatraining.org/businessu



COMMUNICATIONS

Business Writing for Professionals

Sep 20 F 9:00 AM – 4:00 PM Online

Fee: \$299

Grammar Workshop

Oct 11 F 9:00 AM – 1:00 PM Online

Fee: \$249

CREDENTIAL PROGRAMS

To earn valuable credentials in business and project management, review programs on **page 13**.

10 Building Blocks FOR EXCELLENT CUSTOMER SERVICE



Follow our track of focused classes to build and enhance your customer service skills.

Block 1 A Winning Attitude

Develop a new awareness of the attitude that you project to your customers both on the telephone and face-to-face. In this workshop, we'll look at models of excellent attitudes to help us become more aware of our own — from a customer's perspective.

Block 2 Commitment to the Customer

Learn the ground rules for keeping your customers coming back and turning indifference and bad service into behaviors of the past.

Block 3 Grammar and Enunciation

Refresh your grammar skills by tackling the most common grammar problems and discovering ways to improve them. In addition, practice better enunciation and pronunciation to develop more self-confidence when talking with your customers.

Block 4 Oral Communication

Examine your own communication skills to help you better understand how your customers and co-workers communicate. Discover ways to practice improved customer courtesy with better word selection and to gather the information you need by choosing the best types of questions to ask.

Block 5 Phone Power

Discover ways of improving your telephone voice and showing your customers that you care. Learn to demonstrate self-confidence on the telephone and represent your organization in a professional manner.

Block 6 Active Listening Skills

Listening is the most valuable communication tool. Assess your individual listening skills. Learn to listen better to your customers and make them feel valued. Enhance your personal skills and leave a lasting impression.

Block 7 Problem-Solving Techniques

Assess your current skills in dealing with customer-related problems. Identify the obstacles to solving problems and assumptions that limit problem-solving capabilities. Learn to look for more than one right answer.

Block 8 Confidence with Difficult Customers

Identify ways to prevent and diffuse potential problems with difficult customers through communication and advanced planning. Learn to respond better in a variety of difficult customer situations.

Block 9 Managing Job Stress

This workshop will focus on managing your own stress level before helping with others. Learn the impact that stress has on workplace productivity and effectiveness. Learn to become more aware of your stress and new strategies for handling it.

Block 10 Exceeding Customer Expectations

Participants will bring the 10 building blocks together by utilizing techniques of well-known customer service giants to apply a vision of customer service excellence for their organizations.

Specialized Training

CLASS LOCATIONS — details on page 23



WRITING AND GRANTS

Grant Proposal Writing 101

Nov 8 F 9:00 AM – 4:00 PM Online

Fee: \$299

Grants Management 101

Dec 6 F 9:00 AM – 4:00 PM Online

Fee: \$299

DRONE OPERATION

FAA Remote Pilot Certification Part 107 Prep

Sep 24 – Oct 29 See details on opposite page.

Manual Flight, Safety and Crew Resource Management

Oct 5 – 12 See details on opposite page.



**NEW
CCWA
SPACES**

We are expanding CCWA programs and services in two newly renovated locations to meet the needs of the community.

**We look forward
to seeing you
in class this fall!**

SKILLED TRADES / HEALTH CARE COURSES

Reynolds Community College

Downtown Campus
700 Jackson Street • Richmond

CAREER SERVICES / TRAINING COURSES

Petersburg Resource Center

22 W. Washington Street • Petersburg

Learn more at ccwatraining.org/locations

Elevate Your Operation to New Heights!

NEW!

Unlock the doors to professional opportunities and ensure compliance with FAA regulations with CCWA's comprehensive FAA Part 107 Drone Certification Prep Course.

Whether you're looking to expand current operations, start a career in commercial drone business, or work for a non-profit organization, obtaining this certification will open doors.

FAA 107 Drone Certification Prep Course

Anyone flying a drone for business, commercial or non-profit entity must have a Part 107 Remote Pilot Certification from the FAA. Upon successful completion of this course, the student will be prepared to take the FAA Part 107 Exam. 100% of the instructor Julie Young's students have passed the Part 107 exam.

Sep 24 - Oct 29 | Online
Tuesdays, 6:00 PM - 9:00 PM
Julie Young | eAviation
\$450* per person

**Tuition includes materials;
does not include exam.*

Manual Flight & Safety Course

Offered on Saturdays,
9:00 AM - 4:00 PM

Oct 5 & 12 | \$299

This course provides beginning operational mission related concepts to remote pilots. The focus is on manual flight, and emphasize will be placed on the ethical and safe use of drones. Students will practice flying different drones in a variety of applications. Upon course completion, students will be able to plan and implement missions to collect data.

Enroll today and take the first step towards unlocking the full potential of your drone operations.

**Space is limited, so
reserve your spot now!**

Register online at **ccwatraining.org**
or call 804-523-2292 for registration details.



Manufacturing and Trades

CLASS LOCATIONS — page 23



SAFETY

Forklift Operator Training

Sep 21	S 8:30 AM - 12:30 PM	WDCC
Nov 2	S 8:30 AM - 12:30 PM	WDCC
Fee: \$149		

CREDENTIAL PROGRAMS

To earn industry credentials in manufacturing, construction, and transportation trades, review our certifications programs on **pages 10–13**.



FULL SCHOLARSHIP
NO COST TUITION*

GET SKILLED
GET A JOB
GET AHEAD

MORE THAN 30
CERTIFICATION COURSES
AT CCWA IN

HEALTHCARE, LOGISTICS,
TRANSPORTATION,
INFORMATION TECH,
MANUFACTURING AND
TRADES INDUSTRIES



*For qualified participants

Learn more at ccwatraining.org/g3

CCWA CUSTOM TRAINING and CONSULTING

CCWA can help you achieve BIG results.

Working closely with your team, CCWA implements a proven development process to build high quality custom training and consulting solutions that are tailored to meet the specific needs of your employees and organization.



What are YOUR goals?

- Increasing productivity?
- Streamlining work flow?
- Improving employee engagement?
- Maximizing profits?



INSTRUCTOR SPOTLIGHT

Nkanta Hines, MSc., MBA

► Leadership and Management

“ While maintaining the core integrity of course curriculum, I've had tremendous success by making the academic objectives and learning process applicable to real life (work or personal) scenarios. As a lifelong learner, I gain insights from my students by creating a safe academic environment with inclusive and candid dialogue. We all become more informed by endorsing an intellectually honest atmosphere that encourages collective intelligence. ”

Contact us at 804-523-2297 or visit ccwatraining.org/customtraining to discuss your talent development with our expert instructors.

Online Courses

Instructor-facilitated online courses are informative, fun, convenient and highly interactive. You can complete any course entirely from your home or office, any time of the day or night. Many of these courses are open throughout the term. Visit us online at ccwatraining.org for more details and additional course offerings.

Starting September 3

Accounting and Finance for Non-Financial Managers	\$195
Entrepreneur Boot Camp	\$195
QuickBooks Online Level 1	\$195
Business Writing	\$195
Introduction to Game Design	\$145
Conflict Management	\$245
Introduction to Data Analysis	\$245
Mastering Microsoft Excel	\$195
Introduction to Power BI	\$195
Spanish for Medical Professionals	\$195
Leadership Principles	\$290
Introduction to Project Management	\$195
Introduction to Six Sigma Green Belt	\$295
Introduction to Strategic Planning	\$495
Advanced Marketing Concepts	\$245
Beginning Conversational Spanish	\$195
What is DEI?	\$195
Introduction to Web Design	\$195
Introduction to Coding	\$245
Mastering Microsoft Excel	\$225

Starting October 7

The Business Plan	\$195
QuickBooks Online Level 2	\$195
The Basics of Bookkeeping	\$195
Effective Copywriting	\$195
Extraordinary Customer Service	\$145
Intermediate Video Game Design	\$245
Collaborative Management	\$245
Negotiation: Get What You Want	\$195
Intermediate Data Analysis	\$195

Intermediate Excel	\$195
Intermediate Power BI	\$195
Developing Your Leadership Skills	\$195
Project Management Processes	\$145
Collaborative Management	\$195
Intermediate Six Sigma Green Belt	\$245
Managing Remote Workers	\$195
Inclusive Communication	\$195
Marketing Using Social Media	\$195
Intermediate Web Design	\$195
HTML Fundamentals	\$245
Adobe Photoshop Essentials	\$245
Mastering Microsoft Word	\$225

Starting November 4

Financial Analysis for Non-Financial Managers	\$195
Entrepreneurial Marketing	\$195
Writing News and Press Releases	\$195
Using Personality Profiles for Better Work Performance	\$195
Advanced Data Analysis	\$295
Advanced Excel	\$195
Advanced Power BI	\$195
Developing Your Professional Career	\$195
Project Management Knowledge Areas	\$195
Managing Generations in the Workplace	\$195
Advanced Six Sigma Green Belt	\$195
DEI and Organizational Success	\$195
Advanced Web Design	\$195
Adobe InDesign Essentials	\$245
Mastering Microsoft PowerPoint	\$195

Courses run for one month. Many of these courses are open throughout the term. Visit us online at ccwatraining.org for more details and additional course offerings.

Information

Refunds

CCWA class participants may choose to drop their course and receive a refund, if they notify CCWA of this decision in writing. Open Enrollment, or Professional Development, students may drop a class for refund up to five working days **prior** to the start of course. FastForward students may drop a class up to five days **after** the start of course. Visit ccwatraining.org/policies for more information.

Non-Credit Financial Aid

CCWA has funding that can help you pay for industry credential training. FastForward tuition assistance is available to all residents of Virginia, regardless of income. Please contact us and find out how we might be able to support your efforts. Call 804-523-2292 or email us at help@ccwa.vccs.edu to inquire about our non-credit financial aid.

Canceled Classes

Each course is offered on the condition of adequate enrollment; CCWA reserves the right to cancel or discontinue any course because of low enrollment or for other reasons deemed sufficient. Necessary changes in this schedule may be dictated by enrollment, personnel requirements, or availability of facilities.

Continuing Education Options

All classes in this schedule offer Continuing Education Units (CEUs) and Continuing Professional Education (CPE). The number of CEUs awarded depends upon successful course completion and varies according to course length. For each hour of actual instruction 0.1 CEU is awarded. For CPEs, students simply need to request them from CCWA before class.

Mailing Lists

To request more information or to unsubscribe from the mailing list, please write to help@ccwa.vccs.edu.

HOW TO REGISTER

Tuition must be paid at the time of registration by VISA or MasterCard, check, or money order.

Paying by Third Party: By completing a registration, you hereby agree to release information regarding your registration to the third party responsible for payment.

Online: ccwatraining.org

In-Person/Phone/Fax:

Registration may be completed in person or by phone at three convenient locations (*) — Mon-Fri, 9 AM – 4 PM.

CCWA LOCATIONS

- | | |
|--------------|---|
| CH | Brightpoint Chester Campus*
William H. Talley III Center
for Workforce Development
13101 Route 1
Chester, Virginia 23831
804-706-5175 |
| DTC | Reynolds Downtown Campus
700 East Jackson Street
Richmond, VA 23219
804-523-5345 |
| MIDLO | Brightpoint Midlothian Campus*
Eliades Hall (E208)
800 Charter Colony Parkway
Midlothian, VA 23114
804-897-7600 / Fax: 804-897-7617 |
| WDCC | Reynolds Parham Road Campus*
Workforce Development
& Conference Center
1651 E. Parham Road, Suite 103
Richmond, VA 23228
804-523-2292 / Fax: 804-371-3414 |
| OS | Off-Site Location
Details provided online with
complete class description. |

*REGISTRATION available at this location.

Photo Release: CCWA participants grant permission to staff/instructors to use photographs/video taken on the date(s) and at the location(s) for use in publications or on the web and to use such photographs/video in electronic versions of the same. With registration, participants waive any right to inspect or approve the finished photographs/video or printed or electronic matter that may be used in conjunction with them, and any right to royalties or other compensation arising from or related to the use of the photograph. Participants may address any specific questions by submitting those questions in writing prior to the course date and agree that failure to do so will be interpreted as a free and knowledgeable acceptance of the terms of this release.

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Brightpoint Community College

13101 Route 1
Chester, VA 23831-5316

J. Sargeant Reynolds Community College

Post Office Box 85622
Richmond, VA 23285-5622

CCWA has helped thousands of businesses and individuals take their companies and careers to new heights.

We can do the same for you.



Locations in Richmond, Midlothian, Chester, and Henrico

at Brightpoint and Reynolds Community College campuses — details on page 23



CCWATRaining.org