

JENNINGS COUNTY ADULT EDUCATION CENTER, 100 S Webster St., North Vernon, IN 47265

812-346-7830 dbentz@jcsc.org; ccross@jcsc.org; or mbertram@jcsc.org

*Each training opportunity is dependent on funding and must meet the minimum number of students, not to exceed the maximum number. **Some of the training requires students to attend an adult education training registration at the JCEC. *Those who do not meet the required TABE level on their Pretest will need to attend additional hours.** All participants must be at least 18 years old with the exception of CNA.

Each training instructor will discuss the procedures that will be followed if closures are needed due to COVID-19.

FREE OCCUPATIONAL TRAININGS			Revised date: 08/02/2021
Training	Training Provider	Orientation	Training Details
Phlebotomy Technician	Vincennes University	<p>Orientation Information: Required Orientation with the provider, Vincennes University at the JCEC.</p> <p>Items to Bring to Orientation: A copy of high school transcripts or diploma.</p> <p>Orientation Date: August 26th, 2021 6:00 p.m. at JCEC</p>	<p>Training Location: JCEC</p> <p>Start Date: October 4th, 2021</p> <p>End Date: December 16th, 2021</p> <p>Times: Monday 6:30 - 9:30 p.m., Thursday 3:00 - 9:00 p.m.</p> <p>Clinical Experience: To be Determined</p>
Certified Clinical Medical Assistant (CCMA)	Vincennes University	<p>Orientation Information: Required Orientation with the provider, Vincennes University at the JCEC.</p> <p>Items to Bring to Orientation: A copy of high school transcripts or diploma.</p> <p>Orientation Date: August 26th, 2021 6:00 p.m. at JCEC.</p>	<p>Training Location: JCEC</p> <p>Start Date: September 13th, 2021</p> <p>End Date: December 14th, 2021</p> <p>Times: Monday, Tuesday, and Thursday 6:00 p.m. - 9:30 p.m.</p> <p>Clinical Experience: To be Determined</p>

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Training	Training Provider	Orientation	Training Details
<p>Certified Clinical Medical Assistant (CCMA): (DAY TIME)</p>	<p>Trainer Connect</p>	<p>Orientation Information: Required Orientation with the provider, Trainer Connect at the JCEC.</p> <p>Items to Bring to Orientation: Valid Driver’s License or State ID; Social Security Card, Birth Certificate, Updated Resume, and High School Diploma</p> <p>Orientation Date: August 12th, 2021, at 6:00 p.m. at the JCEC</p>	<p>Training Location: JCEC</p> <p>Start Date: August 30th, 2021</p> <p>End Date: November 5th, 2021</p> <p>Times: Monday, Wednesday, and Friday 9:00 a.m. - 2:00 p.m.</p> <p>Clinical Experience: Columbus Regional Hospital</p>
<p>Certified Nursing Assistant (CNA)</p>	<p>Trainer Connect</p>	<p>Orientation Information: Required Orientation with the provider, Trainer Connect at the JCEC During orientation JCEC staff will be scheduling students to complete a qualifying assessment.</p> <p>Items to Bring to Orientation: Valid Driver’s License or State ID; Social Security Card, Birth Certificate, Updated Resume, and High School Diploma</p> <p>Orientation Date: August 12th, 2021, at 6:00 p.m. at the JCEC</p>	<p>Training Location: JCEC Classroom</p> <p>Start Date: August 30th, 2021</p> <p>End Date: September 24th, 2021</p> <p>Times: Monday - Friday, 8:00 a.m. - 4:00 p.m.</p> <p>Clinical Experience: To be determined</p>

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Training	Training Provider	Orientation	Training Details
Certified Production Technician (CPT)	Jennings County Education Center (JCEC)	<p>Orientation Information: A qualifying assessment will be given to determine eligibility for training.</p> <p>Orientation Date: Registration will be August 4th and 5th , 2021, from 8:00 to 12:00 and 5:30-7:30 at JCEC.</p>	<p>Training Location: JCEC Classroom; Tuesdays 5:30 - 9:00pm</p> <p>Start Date: TBD</p> <p>End Date: TBD</p>
ParaProfessional (Teacher's Assistant)	Jennings County Education Center (JCEC)	<p>Orientation Information: A qualifying assessment will be given to determine eligibility for training.</p> <p>Orientation Date: NEED , 2021</p>	<p>Training Location:JCEC Classroom; Monday - Friday 9:00 a.m. - 1:00 p.m.</p> <p>Start Date: , 2021</p> <p>End Date: , 2021</p>
QuickBooks	Jennings County Education Center (JCEC)	<p>Orientation Information: A qualifying assessment will be given to determine eligibility for training.</p> <p>Orientation: Call the JCEC Office to set up a registration appointment.</p> <p>Orientation Date: Registration will be August 4th and 5th , 2021, from 8:00 to 12:00 and 5:30-7:30 at JCEC.</p>	<p>Training Location: JCEC Classroom; Tuesdays, 5:30 p.m. – 9:00 p.m</p> <p>Start Date: August 17, 2021</p> <p>End Date: December 14, 2021</p>
Microsoft Office Specialist Certification (MOS)	Jennings County Education Center (JCEC)	<p>Orientation Information: A qualifying assessment will be given to determine eligibility for training.</p> <p>Orientation Date: Registration will be August 4th and 5th , 2021, from 8:00 to 12:00 and 5:30-7:30 at JCEC.</p>	<p>Training Location: JCEC Classroom; Thursdays, 5:30 p.m. – 9:00 p.m.</p> <p>Start Date: August 19, 2021</p> <p>End Date: December 16, 2021</p>
Training	Trainer Provider	Orientation	Training Details

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IT Fundamentals (ITF +)	Jennings County Education Center (JCEC)	<p>Orientation Information: A qualifying assessment will be given to determine eligibility for training.</p> <p>Orientation Date: Registration will be held during the first day of class.</p>	<p>Training Location: JCEC Classroom; Mondays, 5:30 p.m. – 8:30 p.m.</p> <p>Start Date: NEED, 2021</p> <p>End Date:</p>
National Center for Construction Education and Research (NCCER)	Jennings County Education Center (JCEC)	<p>Orientation Information: A qualifying assessment will be given to determine eligibility for training.</p> <p>Orientation Date: Registration Aug 4th/5th</p>	<p>Training Location: JCEC Classroom #9; Mondays and Wednesdays, 5:30 p.m. – 8:30 p.m.</p> <p>Start Date: August 9th 2021</p> <p>End Date: November 19th 2021</p>
Commercial Driver's License – Class A (CDL):	Offered through a Next Level Jobs Grant administered through WorkOne. Training is pending availability with Next Level Jobs. Please call JCEC at 812-346-7830 for more information.		