



WORKFORCE DEVELOPMENT AND CONTINUING EDUCATION SCHEDULE

Edenton-Chowan Campus

Spring 2012

Registration for classes can be completed by stopping in at our Edenton administrative offices, 800 N. Oakum Street, or by calling 252-482-7900. So that we may keep our class costs low, we have minimum numbers required for each class to be held. We suggest that if you are interested in a particular class, call early to make certain that you will be registered. If a class listed is already underway, please call to have your name added to a waiting list for the next class of its kind. For information about specific classes, or to tell us about a class you might be interested in having in our Continuing Education program, call 252-482-7900, ext. 2433, or ext. 2435.

NEW SUSTAINABLE ENERGY CLASSES NEW

Understanding Wind Power Systems

This course will go over the basics of how wind energy can be used to power a small off-grid cabin or a sailboat. This course will cover an overview of how medium and large wind turbines are used for power generation. Students will gain experience setting up a small wind turbine and be able to communicate effectively with licensed electricians or renewable contractors for more advanced projects. 16 hour class; textbook will be identified at registration.

4/16-4/28 MW 5:30-8:30PM + 1 SAT \$65.00 Instructor: J. Stolarczyk 308

CERTIFICATION CLASSES

Notary Training

Manual required approximately \$29. Student must show instructor valid photo ID and must be HS/GED grad.

Call for placement on interest list and notification of future classes

BPI Building Analyst Class

Students will learn the fundamentals of home performance evaluation and whole home retrofit planning and execution with training provided by certified instructors. Focus will be on the "house as a system" concept, including mechanical equipment and the building envelope. Training consists of both classroom instruction (20 hours) and training in the field (12 hours). A final day of testing will complete the class and students must pass a written test as well as field practical test to receive BPI certification. *Tuition support for this class may be available through Northeast Workforce Development Board; call for information.*

New Class Dates TBA MTWTHF 8AM-5PM \$1,595.00 Instructor: TBD 301

Lead-Based Paint Hazard Training Class

This course will teach students Lead-safe work practices, strategies for implementing work practices, and documentation and recordkeeping requirements as mandated by the EPA. Contractors who renovate or repair housing, childcare facilities or schools built before 1978 are required to have Lead Renovation, Repair, and Painting training. *Tuition support for this class may be available through Northeast Workforce Development Board; call for information.*

4/17 T 8-5PM

Instructor: **TBD****TBD**

BPI Installer Certification Training Class

At the completion of this course the student will achieve the nationally recognized certification from BPI for a Residential Building Envelope Whole House Air leakage Control Installer. Students will learn to install specific air leakage control measures in accessible and inaccessible unconditioned and semi-conditioned spaces of existing residential homes. *Tuition support for this class may be available through Northeast Workforce Development Board; call for information.*

New Class Dates TBA

T WTH/8 am-5 pm

\$1,395.00

Instructor: **TBD****301**

Nurse Aide I and II

See Health Occupation Category below

COMPUTER AND TECHNOLOGY CLASSES

Digital Photography

This class provides an introduction into the basics of digital photography. Topics include evaluation of digital camera technology, photography techniques, use of basic photo editing tools to improve images, file compression of images and conversion for web use.

4/3-5/22

T 6-9 PM

\$70.00

Instructor: **K. Shaw****301**

Photo Editing

Participants will learn how to analyze their photos and improve them through the use of basic editing tools such as cropping, white balance adjustment, exposure and contrast controls and other easy-to-use tools. In addition, we will cover cataloging of photos, backing up, and other types of photo management strategies. Participants will use Photoshop and Lightroom, but we will also discuss other kinds of software available for photo manipulation, if participants wish to purchase on their own.

4/4-5/23

W 6-9 PM

\$70.00

Instructor: **K. Shaw****301**

Computer Applications – Microsoft Office and Beyond

For anyone who needs to learn how to use the Word, Excel, PowerPoint, or Publisher applications of Microsoft, this class is an overview and hands-on working experience with each program. Suitable for those wanting to learn skills for household or workplace knowledge, this class provides the perfect introduction to these learning tools. Participants will also find out about related applications available to them without cost on their computers.

Call for Next class

EDUCATION AND LANGUAGE CLASSES

Conversational Spanish, Introductory

This course is designed for those students desiring a basic introduction to the Spanish language. Students will develop basic communication skills through practice in listening and speaking. Students will also study customs and values in order to develop an increased awareness of the Spanish-speaking cultures. Upon completion of this course students will be able to participate in uncomplicated

conversations on everyday topics.

Call for next class M 6-9 pm \$65.00 Instructor: **B. Cavanagh** 301

Conversational Spanish, Advanced

This course is designed for those students seeking an opportunity to gain proficiency in conversational Spanish. Moving beyond the basics, the course will provide students a more in-depth look into Spanish structure and grammar, emphasizing listening, speaking, reading and writing skills. If you already know some basic Spanish vocabulary and phrases and are ready to build on that foundation, this is the course for you. Introductory Conversational Spanish is recommended, but not required.

Call for next class TH 6-9 pm \$65.00 Instructor: **B. Cavanagh** 301

HEALTH OCCUPATION CLASSES

Nurse Aide I

This course introduces basic nursing skills required to provide personal care for patients, residents, or clients in a health care setting. Topics include communications, safety, patients' rights, personal care, vital signs, elimination, nutrition, emergencies, rehabilitation, and mental health. Upon successful completion of the course, the student is eligible to sit for the competency exam through PearsonVue for listing on the North Carolina Nurse Aide I Registry. Pre-requisites: Official HS/GED transcript, Reading Placement score. Attendance at a Nurse Aide Orientation is mandatory.

5/16—7/11 MTWTH 8:30 am-12:30 pm \$207.50 Instructor: **C. Ricks** 304

Orientation T 5/15 11:00AM 304; also **E-City** W 5/2 Noon FC 121B; also **Dare** M 5/14 9:30 AM

Nurse Aide II

The Nurse Aide II course prepares graduates to perform more complex skills for patients or residents. A skill evaluation is required for documenting student competency. The course includes class, laboratory and clinical learning experiences. Upon satisfactory completion of the course and competency evaluation, the graduate is eligible to apply for listing as a Nurse Aide II by the North Carolina Board of Nursing. In all employment settings, the listed Nurse Aide II will work under the direction and supervision of licensed personnel. Pre-requisites Official HS/GED transcript, Reading Placement score, must be listed on NC Nurse Aide I registry. [Call for class schedule](#)

PERSONAL ENRICHMENT CLASSES

Albemarle Chorale

Participants will learn skill building and music knowledge to enhance working in a large, talented choral setting. Rehearsals are held on a weekly basis with performances in various locales in the area.

Enjoyment of singing and ability to meet rehearsal schedules is very important.

Next Class begins August 2012 M 7-9 pm \$45.00 Instructor: **L. Winslow** Edenton UMC

Creative Cooking – All Aboard

A challenging and fast-paced exploration, for the experienced cook, of international spice sets, global flavors and regional influences upon 6 selected countries. This is a follow-up class to our Monday evening "Around the World" cooking class and offers an expanded opportunity to engage in the culinary arts. Cuisines featured in this class represent Thailand, Turkey, Greece, Eastern Europe, Portugal and Brazil. Fee costs include tuition and supplies; class is 24 hours over six weeks.

4/16 – 5/21 M 5:30-9:30 pm \$180.00 Instructor: **Leslie Lippincott** Culinary

Digital Photography

This class provides an introduction into the basics of digital photography. Topics include evaluation of digital camera technology, photography techniques, use of basic photo editing tools to improve images, file compression of images and conversion for web use.

4/3-5/22

T 6-9 PM

\$70.00 Instructor: **K. Shaw**

301

Fly Fishing Basics and Creative Fly Tying

Learn about the beauty of fly fishing through this introductory class which shows you how to utilize equipment as well as the making your own artistic creations, this class builds upon the basic building blocks of tying. You'll be in the classroom and along the stream banks, so plenty of time to practice as you learn. Minimal supply fees will be identified and list will be provided at first class.

[Call for Next Class](#)

Oil Painting

Learn the basics of creating handsome works of art in a friendly, constructive classroom/studio; taught by Marge Soper, the class will emphasize basic techniques as well as show you how to "see" your subject matter as you paint. Minimal supply fees will be identified and list will be provided at first class.

[Call for next class](#)

Making Pasta and Sauces – Make your Own

A creative cooking series, taught by COA culinary instructor Clinton Betts, this class takes you from learning about the different kinds of pasta to selecting tomatoes and other fresh ingredients to make your own pasta sauce. The fun of this class is that you will be able to dine on your own creation every week; no previous experience necessary, just bring your interest and a good appetite. Supply fee of \$40.00 to cover cost of meats, produce and pasta.

3/21-5/9

W 6-9 PM

\$65.00 + Supply Fee

Instructor: **C. Betts**

Culinary

Photo Editing

Participants will learn how to analyze their photos and improve them through the use of basic editing tools such as cropping, white balance adjustment, exposure and contrast controls and other easy-to-use tools. In addition, we will cover cataloging of photos, backing up, and other types of photo management strategies. Participants will use readily available online tools and software to keep costs to a minimum, but we will also discuss the kinds of software (Photoshop, Lightroom), available if participants wish to purchase on their own.

4/4-5/23

W 6-9 PM

\$70.00 Instructor: **K. Shaw**

301

Home Energy Assessment Seminar

A class designed for the homeowner, participants will learn the basics of how to make their homes more energy efficient through understanding the ways in which heating and cooling loss takes place and taking simple steps to "plug the leaks" and save money. Instructor Ron Koppel is a Certified Home Energy Auditor and will provide practical tips as well as show you how to inspect your home.

[Call for Next Class](#)

WORKFORCE DEVELOPMENT CLASSES

Career Readiness Certification Open Lab

The Career Readiness Certificate (CRC) is an assessment-based credential that gives employers and career seekers a uniform measure of key workplace skills. Employers know that the cost of hiring, training, and retraining good workers significantly affects their bottom line. They also know that by 2010, more than 80 percent of projected jobs will require skills beyond those learned in high school. North

Carolina's Career Readiness Certification (CRC) is an assessment-based credential that gives employers and career seekers a uniform measure of key workplace skills. Fee waived if unemployed or low income.
Call for next class M&T 1-4 pm \$180 Instructor: 411

Computers in the Workplace (Basics)

This course is designed to introduce the student to computers and computer terminology, develop a moderate comfort level of basic computer skills, introduce the Internet, develop email capabilities, and develop skills in navigating the Internet and using search engines.

Fee waived if unemployed or low income; \$5.00 lab fee applies.

4/3-4/26 T&Th 1-4 pm \$70 Instructor: J. Creekmore 301

CERTIFICATION TRAINING

Certification Trainings

These classes are sponsored by Northeastern Workforce Development (NWDB) through the SESP "Energy" grant. Most classes are conducted at College of The Albemarle. **If you are interested in any of the listed classes, please contact Natalie Rountree at 252-426-5753 at ext. 257 or Karen Gilbert at 252-426-5753, ext. 236 to discuss.** NWDB may be able to cover costs of training for businesses, unemployed, and underemployed.

Entry-Level PV Course Providing NABCEP Entry-Level PV Exam

REPV (Renewable Energy Generation with Photovoltaic Systems) is an ISPQ accredited course offering the NABCEP Entry Level Exam and is based on NABCEP's Job Task Analysis for PV installers.

The classroom lectures of the REPV workshop are dedicated to the technical aspect of photovoltaics, including system types, components, applications, and best practices for installation, maintenance, and troubleshooting. A hands-on day installing a fully integrated grid tied PV system pulls together the classroom knowledge and rounds out the five day workshop.

The NABCEP Entry-Level Exam is part of the course and is taken on the last day of class. Please note this is not NABCEP certification, it is simply an indicator of knowledge gained at the Entry Level and a differentiator to a potential employer. You must meet additional experiential requirements to sit for the NABCEP Certification exam. This training counts toward the educational requirement (other requirements needed) on the journey to becoming a NABCEP Certified PV installer.

5/14-18 MTWTFH 8AM-5PM Instructor: TBD Room: TBD

Lead Renovation, Repair & Painting

This course will teach students Lead-safe work practices, strategies for implementing work practices, and documentation and recordkeeping requirements as mandated by the EPA. Contractors who renovate or repair housing, childcare facilities or schools built before 1978 are required to have Lead Renovation, Repair, and Painting training. *Tuition support for this class may be available through Northeast Workforce Development Board; call for information.*

4/17 T 8-5PM Instructor: TBD TBD

Asbestos Inspector-Initial

This 24-hour accredited course uses the EPA curriculum, Inspecting Buildings for Asbestos. This course teaches procedures for inspecting asbestos containing materials, collecting samples, and writing inspection reports.

Participants will learn: Background, Characteristics and Health Effects of Asbestos; Understanding Building Systems; Functions, Qualifications and Role of the Inspector; Inspecting for Friable and Nonfriable ACM; and Writing Inspections Reports.

Call for next class

Mold Inspector-Initial

The 24 hour course teaches procedures for inspecting, collecting mold samples and writing inspection reports, mold management plans and mold remediation protocols. The Inspector course covers federal/state guidelines, industry best practices, causes of mold, eliminating the primary cause of moisture, and correcting existing mold contaminations.

Call for next class

LEED Building Design & Construction (BD&C)

LEED AP Building Design & Construction (BD&C) specialty replaces the LEED AP for New Construction accreditation. BD&C is geared toward professionals participating in the design and construction phases of durable, economical and efficient high-performance buildings. BD&C-accredited professionals apply their knowledge to commercial, institutional and high-rise residential construction projects.

NOTE: Must have taken the LEED GA to enroll in BD&C.

National Association of Realtors Green Designation

The Green Designation provides advanced training in green building and sustainable business practices so that you can seek out, understand, and market properties with green features. Contact us for information on future classes.

Green 100: Real Estate for a Sustainable Future

Green 200: The Science of Green Building

Green 300: Greening your Real Estate Business

Green Valuation Specialist

The "Green Specialist" training is for any professional involved in commercial or residential lending, appraising, insuring or real estate sales. A few of the topics covered include: Overview of "the case" for going green (ecologically and economically); Education, Operations & Maintenance; Rating systems overview for buildings, professionals and materials; update on The Greening of the Multiple Listing Service groups; Latest methods in the Valuation of Green Buildings; Energy Efficient Mortgages, Energy Improvement Mortgages and Green lending principles and the Secondary Market; and Insuring Green Buildings.

Call for next class

Understanding Wind Power Systems

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4/16-4/28 MW 5:30-8:30 PM + SAT 9AM-3PM \$65 Instructor: **J. Stolarczyk** 308

We also offer a full range of classes through our Ed-2-Go online courses; just click on the link and follow to find out more: [ed2go classes](#)