WORKFORCE SOLUTIONS

MAKING BUSINESS AND INDUSTRY MORE COMPETITIVE THROUGH INNOVATIVE LEARNING AND WORKFORCE DEVELOPMENT SOLUTIONS.

MANUFACTURING
SAFETY
COMPUTER AND SOFTWARE
HEALTHCARE
LEADERSHIP AND MANAGEMENT
QUALITY AND LEAN SIX SIGMA ASSESSMENTS
ONLINE LEARNING
PARTNERSHIP

UP-SKILLING, TECHNICAL TRAINING, AND CUSTOMIZED LEARNING SOLUTIONS FOR YOUR WORKFORCE

The Workforce Solutions department is the business, industry, and job-training arm of Kellogg Community College (KCC). The department serves the business and industry community by developing and delivering cost-effective, high-quality, and flexible learning solutions specifically customized to meet the unique learning objectives and needs of employers.

If you are an employer in need of employee up-skilling, technical training, or customized learning solutions, contact Workforce Solutions today. Our team has the resources to assess your training needs then design and deliver customized coursework tailored to your schedule and training objectives, saving you time and money. Workforce Solutions instructors are experienced professionals and experts in their fields.

Workforce Solutions can provide training at any of KCC’s campus locations, at your facility, or at a location designated by you. We can also provide laptop computers for small class sizes delivered off-site of campus facilities.

INDUSTRIES SERVED

• BUSINESS AND SERVICE  •  GAMING AND ENTERTAINMENT
• GOVERNMENT AND PUBLIC AGENCIES  •  HEALTHCARE  •  MANUFACTURING

Our employees have benefited greatly from the customized training that Workforce Solutions has provided for Rosler. Working with the instructors to develop the content that is relevant and applicable for our needs has made the training more engaging for the students. Our employees learn the skills they can apply in their daily work and help our company deliver better products to our customers.

— BERNIE KERSCHBAUM  CEO OF ROSLER METAL FINISHING USA, L.L.C.
CONTRAC TED SERVICES

NEE DS ASSESSMENT
Comprehensive needs assessments align training outcomes to organizational training goals and objectives.

COURSE DESIGN AND DEVELOPMENT
Instructors are subject-matter experts and maintain a broad spectrum of real-world business, industry, and professional knowledge to assist with course design and delivery.

C O N T E X T U A L I Z E D C U R R I C U L U M AND CONTENT
Customized training material and learning resources, incorporating employer specific examples, processes, forms, and a schedule tailored to meet specific delivery requirements.

FACILITATION AND CONSULTATION
One-on-one project assistance or highly-specialized technical support in these areas:
• Leadership development
• Meeting facilitation
• Strategic planning
• Strategy deployment and execution
• Train-the-trainer

ASSESSMENT TOOLS
A variety of assessment tools are available to help organizations with pre-employment, training, and development screening and selection.

ONLINE LEARNING
Learn anytime, anywhere with more than 750 online individual learning course options.

WORKFORCE SOLUTIONS

ASSESSMENTS

Workforce Solutions can provide assessment tools to identify future top performers, while removing costs from the recruiting, hiring, and training process. These assessments can be delivered over the internet 24 hours a day, 7 days a week. Workforce Solutions has access to more than 1,000 assessments from 50 of the world's leading test publishers.

BENEFITS
• Consistently measure knowledge, skills, and abilities
• Objective, valid, and reliable
• Pre-screening before hiring or selection into training programs
• Post-assessments to measure training program effectiveness
• Career, promotional, and leadership development
• Administered online 24/7 with available tech support
• Quick delivery of assessment results

PRE-EMPLOYMENT, TRAINING, AND DEVELOPMENT
ASSESSMENTS AVAILABLE
Coaching/Leadership
Management Selection
360 Multi-Rater Feedback
Personality/Personal Skills
Organizational
Mechanical/Technical
Job Analysis
Pre-Employment Screening
Team Development
Self-Development
Information Technology
Career/Vocational Exploration

INDUSTRIES AND OCCUPATIONS SERVED
Architecture/Engineering
Food Service Related
Healthcare Support
Legal
Management
Production/Manufacturing
Office/Administration
Athletics/Coaching
Healthcare Practice
Information Technology
Maintenance/Repair
Office/Administrative
Protective Service
Sales/Customer Service

LET WORKFORCE SOLUTIONS HELP YOUR ORGANIZATION USE ASSESSMENTS
• Establish hiring and promotion processes with demonstrated validity
• Identify and retain top talent
• Deliver positive business results and improve organizational performance
COURSES
WORKFORCE SOLUTIONS

MANUFACTURING & INDUSTRIAL
• Arc Flash
• Basic Metallurgy
• Blueprint Reading
• CNC (computer numerical control) Programming & Set-up
• Electrical Circuits Training
• Fire Protection (NFPA)
• Fluid Power
• Forklift Certification
• Fundamental Machining Skills
• Gas Metal Arc Welding (GMAW)
• Gas Tungsten Arc Welding (GTAW)
• GD&T (basic and advanced)
• Grinding
• HVAC-R
• Hydraulics & Pneumatics
• Infrared Thermographer Level I & II Certification
• Mastercam
• Metrology
• Motor Controls, Drives, VFDs
• Overhead Crane
• Panel View & HMIs
• Pipefitting & Bending
• Plasma Cutting
• PLC Programming Software (Allen-Bradley, Siemens)
• Precision Measurement
• Process Instrumentation & Control (flow, level, temp, measurement)
• Production Assembly & Simulation
• Programmable Logic Controllers (Allen-Bradley, Siemens)
• Rigging
• Robotic Operations & Programming (Denso, ABB, Motoman, Fanuc)
• Robotic Troubleshooting & Maintenance
• Shielded Metal Arc Welding (SMAW)
• Shop Math
• Soldering & Brazing
• Tool & Die
• Vertical/Horizontal Milling
• Welding Processes & Fabrication
• Work Instructions
SAFETY
• Electrical Safety
• Fire Extinguisher
• HVAC-R Safety
• Lifting & Tool Safety
• Lock-out/Tag-out
• Machine Tool Safety
• OSHA 10 & 30 General Industry
• Pipefitting Safety
• Welding Safety

COMPUTER & SOFTWARE
• AutoCAD 15LC
• Basic Access 2010
• Basic Computer Operations
• CorelDRAW®
• Crystal Reports
• Data Modeling
• Micro Pivot Tables
• Microsoft® Office Excel
• Microsoft® Office PowerPoint
• Microsoft® Office Project
• Microsoft® Office Word
• Microsoft® Outlook Level 1&2
• Microsoft® Access Level 1&2
• SAP Crystal Reports for Data
• Solidworks®

HEALTHCARE
• Basic Life Support for Healthcare Providers
• Certified Nursing Assistant (CNA)
• First Aid with CPR & AED
• Medical First Responder (MFR)

BUSINESS LEADERSHIP & MANAGEMENT
• Building Performance-Driven Teams
• Business Process Mapping
• Championing a Lean Six Sigma Organization
• Communication Skills Training
• Conflict Management
• Customer Service
• Lean Fundamentals for Administrative & Service Operations
• Managing Multiple Priorities
• Principles of Supervision
• Project Management & Planning
• Sexual Harassment
• Standard Practice of Workplace Organization in Office Environment
• Strategy Development & Execution
• StrengthsFinder
• Stress Management
• Synchronizing Organizational Focus with Performance Metrics
• Time Management
• Voice-of-the-Customer

QUALITY & LEAN SIX SIGMA
• 8D Problem Solving
• IATF 16949:2016 Standard
• ISO 9001 Standard
• Nonconformance & Corrective Action Plans
• Quality Assurance Control Planning

QUALITY CORE TOOLS
• Advance Product Quality Planning (APQP)
• Failure Mode & Effects Analysis (FMEA)
• Measurement System Analysis (MSA)

LEAN & SIX SIGMA
• 5S Workshop
• A3 Problem Solving
• Gage Repeatability & Reproducibility (Gage R&R)
• Kaizen & Continuous Improvement
• Kanban
• Lean Fundamentals
• Process Mapping
• Replenishment Systems
• Root Cause Analysis
• Set-up Reduction
• Six Sigma Certifications (white belt, yellow belt, green belt, black belt)
• Total Productive Maintenance (TPM)
• Toyota Production System (TPS)
• Waste Identification & Value Stream Identification

DON’T SEE A COURSE LISTED?
Contact Workforce Solutions today at 269-565-2828 to discuss your customized course development options.
Workforce Solutions has partnered with Cengage Learning’s Education to Go (ed2go) to offer more than 750 interactive online courses that can be taken entirely over the internet. These non-credit offerings are designed to meet workforce demand, developed by industry experts, and can be accessed anytime and anywhere there is access to the internet. Online courses are a flexible and cost effective way to meet your training needs.

Ready to explore online offerings? Please visit kellogg.edu/workforcesolutionsonline to browse the online course catalog.

Have questions? Contact your Workforce Solutions account representative today or email us at WorkforceSolutions@kellogg.edu

Workforce Solutions

Online Learning

Training Levels

Awareness 1-5 Hours
Value: Immediate Outcomes

- Increased awareness of new skill topic, idea or method
- Baseline for future development
- Increased productivity and engagement
- Interaction with others

Learning & Practice 6-14 Hours
Value: Short-term

- Hands-on learning with contextualized examples
- Improved individual skill performance
- Increased employee confidence and productivity
- Increased quality and customer satisfaction
- Improved decision making
- Stronger relationships and interaction with others

Mastery 15-150 Hours
Value: Long-term

- Noted proficiency change in skills, competencies, outcomes
- Certification(s) and credentials
- Significant change in quality, customer satisfaction, and employee productivity
- Deep employee engagement and individual performance
- Increased overall business results
- Improved return on investment (ROI)
iACT

innovative Accelerated Credentialed Training

iACT is a job-training initiative of Kellogg Community College that prepares students for semi-skilled entry-level employment. Programs include contextualized and applied curriculum that addresses the personal, professional, and technical skills required by employers.

Current program offerings include production technology training through the iACT Kellogg Advanced Manufacturing Assembly (KAMA) program and nursing assistant training through the iACT Certified Nursing Assistant (CNA) program.

iACT saves employers time and money by delivering the right candidate, with the right training, and with the right job-placement and retention supports.

Visit kellogg.edu/iACT or call 269-565-2828 for more information.

iACT is a workforce initiative of Kellogg Community College, in partnership with Michigan Works! Goodwill Industries of Central Michigan’s Heartland, the City of Battle Creek, and funded through a W. K. Kellogg Foundation grant.
REGIONAL MANUFACTURING TECHNOLOGY CENTER (RMTC)
405 HILL BRADY ROAD
BATTLE CREEK, MICHIGAN 49037

GRAHL CENTER
125 SEELEY STREET
COLDWATER, MICHIGAN 49036

FEHSENFELD CENTER
2950 WEST M-179 HIGHWAY
HASTINGS, MICHIGAN 49058

EASTERN ACADEMIC CENTER
14055 26 MILE ROAD
ALBION, MICHIGAN 49224

MAIN CAMPUS
450 NORTH AVENUE
BATTLE CREEK, MICHIGAN 49017

TRAIN AT YOUR SITE OR ANY ONE OF KCC’S FIVE LOCATIONS.

CALL TODAY 269-565-2828.