Southside Virginia Community College
Workforce Development

Quick Careers & Fast-Track Training
Meet Our Team

Southside Virginia Community College’s Workforce Professionals

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Pam Taylor, Workforce Career & Credentials Coach
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Our Staff...

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Southside Virginia Community College is proud to offer Workforce Development programs designed to help the members of our community receive world-class training designed to serve our business and industry partners here in Southside Virginia.

These programs are designed for those Southside residents who need short-term training resulting in an industry-recognized credential, and leading directly to employment. As you look through our offerings, it is our hope that you will see something that not only interests you, but also will help you get to where you wish to be professionally.

*Don’t worry about the costs!* The Virginia Workforce Credential Grant will pay two-thirds of your tuition, if you are a Virginia resident. In addition, we have many funding partners who may help you pay for the training. In the last year alone, SVCC students have received nearly $1,000,000 in financial assistance for our programs. Contact any of our workforce staff for more information on our many tuition assistance programs.

Our faculty and staff have worked hard to ensure Southside Virginia has the very best programs and facilities available. Take some time and look through our offerings — if you don’t see what you need, let us know, maybe the next great idea will be yours!

On behalf of our entire staff, I wish you the best of luck as you move forward on your journey to a rewarding career!

Respectfully,

Keith Harkins
Vice President of Workforce Development and Continuing Education
The healthcare industry is actively seeking professional Nurse Aides. This seven week course is designed for individuals desiring to work as a CNA. Upon successful completion of the program students receive the certificate needed to take the Virginia NNAAP (National Nurse Aide Assessment Program) Exam to become a Certified Nurse Aide (CNA).

**What are the job duties of a Nurse Aide?**

The Nurse Aide Certificate Program is intended for the individual desiring to work as a CNA in long term or acute care. Skills obtained in the Nurse Aide Program include:

- Obtain vital signs
- Perform non-invasive monitoring as directed by the RN or LPN
- Observe for and report to the RN or LPN unexpected situations
- Express needs and changes in the resident’s condition
- Monitor and document the resident’s intake and output
- Document care and observations thoroughly and accurately
- Assist residents with hygiene and grooming needs
- Feed and assist residents with nutritional intake and follow dietary restrictions
- Transfer and assist residents with ambulation and mobility needs
- Assist residents with active and passive range of motion exercises
- Apply anti-embolism and pneumatic stockings
- Reapply cannula and oxygen masks for residents already receiving oxygen therapy
- Collect specimens as directed by the RN or LPN
- Utilize assistive devices, transfer aides, and other equipment safely

**Career Opportunities**

Occupational objectives for this program include working as a CNA in health-related agencies including nursing homes and hospitals as well as home health positions acquired through placement agencies or private arrangements. There are many job opportunities in Southside Virginia for CNAs! Completion of the requirements to become a Certified Nursing Assistant can be the first step on the educational ladder of the field of nursing.

According to the Department of Labor Statistics, the average wage for CNA in Virginia is $24,110 to $25,330 annually.
‘The best decision I could have made’

Helene McDaniels

Certified Nursing Assistant courses have been offered by Southside Virginia Community College for many years. Recently, there has been a revolutionary change in the delivery of this program with Workforce Credentials being earned for successful completion along with help paying for the course through Virginia Workforce Credential Grant.

A successful Certified Nursing Assistant student from SVCC is Helene McDaniels. She grew up in Green Bay and graduated from Prince Edward County High School. After completing the Nurse Aid program at SVCC, she took her State Board tests to become Certified. She now works at VCU/CMH Hundley Center in South Hill. She has goals of receiving a Medication Aide credential and possibly pursuing a nursing career.

McDaniels said, “Attending this course was the best decision I could have made. It is a true privilege to be able to help those in need. The instructor was so awesome and the experience was more than I could have ever imagined. I have carried everything I learned with me and it truly helps me perform my required duties within my career.”

She also said, “From my experience, SVCC has so much to offer future career minded students that wish to achieve their goals. They are truly there to help you any way they can.”

Na’Shiyaa Robertson

At eighteen years old, Na’Shiyaa Robertson might look like your average high school student: active, happy and working hard to balance studies and social life. Beneath the composed exterior, however, is a highly motivated young woman who is completing the SVCC Nurse Aide program in addition to completing her high school studies at Randolph Henry High School.

Redefining the term “multitasking,” SVCC’s dual enrollment program allows Shy to attend nursing classes at the Southside Virginia Community College’s Keysville campus while still in high school. In May, Shy crossed her graduation stage with not only a diploma, but poised to take the state boards to become a Certified Nurse’s Aide and jump-start her nursing career.

“Being able to help people do things they are no longer able to do is empowering not only to me, but to my patients as well,” she said.
CPR/First Aid Training (One Day)

HeartSavers Certification
NOT FOR HEALTHCARE PROVIDER
Get your CPR Certification in one day!
Learn how to perform CPR on any adult, child, and infant and how to use an AED successfully. Also learn how to treat most simple injuries or medical problems easily.

Cost: $49 includes card

SVCC Christanna Campus
109 Campus Drive Alberta

Lake Country Advanced Knowledge Center
118 East Danville Street, South Hill

Southside Virginia Education Center
1300 Greensville County Circle, Emporia

Pre-registration for non-credit classes is required. Register online at http://southside.augusoft.net. Contact Angela McClintock, 434-949-1026 or angela.mcclintock@southside.edu.

South Boston Workforce Center
2506 Houghton Avenue, South Boston

Pre-registration for non-credit classes is required. Register online at http://southside.augusoft.net. Contact Kathy Whitt, 434-572-5453 or Kathy.whitt@southside.edu.

CPR ONLY – American Heart Association

• For Healthcare Providers
• Meets requirements for SVCC Nursing Students

Get your AHA CPR Certification in one day! Learn how to perform CPR on any adult, child, and infant and how to use an AED successfully.

Cost: $29.00

SVCC Christanna Campus
109 Campus Drive Alberta

Pre-registration for non-credit classes is required. Register online at http://southside.augusoft.net. Contact Angela McClintock, 434-949-1026 or angela.mcclintock@southside.edu.

ACLS Certification (12-hour course)

This course is designed to teach the student how to manage the first 10 minutes of an adult patient in cardiac arrest. This class will cover dysrhythmias, pharmacology, and electrical therapy in dealing with cardiac patients. Upon successful completion of this class, students will receive the Advanced Cardiac Life Support – ACLS Certification. This course is designed for individuals in the community and advanced healthcare providers such as doctors, nurses, and paramedics.

Cost: $29.00

SVCC Christanna Campus
109 Campus Drive Alberta

Pre-registration for non-credit classes is required. Register online at http://southside.augusoft.net. Contact Angela McClintock, 434-949-1026 or angela.mcclintock@southside.edu.

Daniel Campus
200 Daniel Road, Keysville

Pre-registration for non-credit classes is required. Register online at http://southside.augusoft.net. Contact Anita White, 434-736-2004 or anita.white@southside.edu.
**Fast-Track Medication Aide/Phlebotomy**

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**Medication Assistant (Aide) Training**

If you have completed a Nurse Aide program or a Direct PatientCare certificate program you should consider adding this credential. Medication Assistants are allowed under the Code of VA to assist patients with medications in Assisted Living Facilities. The need for this level of training is growing as our population ages and more persons need placement in assisted living care facilities. This is the full 68 hour course as required by the Virginia Board of Nursing.

**TUITION**

*In-State: $367  
Out-of-State: $1,101**

*The Workforce Credential Grant (WCG) will help pay tuition costs for qualifying Virginians. Additional scholarships may also be available.

SVCC-Keysville, 200 Daniel Road, Keysville, VA  
Clinical site to be determined.

Contact Anita White, 434-736-2004 or anita.white@southside.edu.

Lake Country Advanced Knowledge Center, South Hill  
Contact Angela McClintock, 434-949-1026 or angela.mcclintock@southside.edu.

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**Phlebotomy**

Phlebotomists collect blood primarily by performing venipunctures or finger-sticks. The duties of a phlebotomist may include properly identifying the patient, interpreting the tests requested on the requisition, drawing blood into the correct tubes with the proper additives, accurately explaining the procedure to the patients, preparing patients accordingly, practicing the required forms of asepsis, practicing standard and universal precautions, performing the skin/vein puncture, withdrawing blood into containers or tubes, restoring hemostasis of the puncture site, instructing patients on post-puncture care, ordering tests per the doctor’s requisition, affixing tubes with electronically printed labels, and delivering specimens to a laboratory.

Students will learn through a combination of classroom lectures, labs, and clinical rotations. Students will need to complete a background check, drug screen, and provide documentation of vaccines as well as other basic medical procedures depending on requirements of clinical site.

**TUITION**

*In-State: $745  
Out-of-State: $2,235**

*The Workforce Credential Grant (WCG) will help pay tuition costs for qualifying Virginians. Additional scholarships may also be available.

Students are required to obtain an updated PPD, flu shot, and appropriate scrubs for clinical site.

The Woodlands in Farmville  
1802 Cobb Street, Farmville, VA 23901  
Contact Wanda Vaughan for detailed information and to register at 434-736-2093 or wanda.vaughan@southside.edu.

Estes Community Center in Chase City  
316 N. Main Street, Chase City, VA 23924  
Contact Wanda Vaughan, 434-736-2093 or wanda.vaughan@southside.edu or MaShonda Macklin, 434-372-0194 or mashonda.macklin@southside.edu.

Southside Virginia Education Center, Emporia  
Contact Angela McClintock, 434-949-1026 or angela.mcclintock@southside.edu.
Fast-Track Massage Therapy

Massage therapists treat clients by using touch to manipulate the soft-tissues of the body. With their touch, therapists relieve pain, help rehabilitate injuries, improve circulation, relieve stress, increase relaxation, and aid in the general wellness of clients.

In Southside Virginia Community College’s Massage Therapy Program, you will receive hands-on course work: both in a classroom and Massage Therapy setting — this program includes outside clinical experience as well. Our program will prepare you for state and national certifications. You will receive thorough hands-on training in the following and more:

- Human Anatomy and Physiology
- Standard massage techniques as well as techniques during pregnancy, for the elderly, athletes, etc.
- Marketing and networking skills needed to set up your own massage business

TUITION

* In-State: $2,400
* Out-of-State: $5,400

*The Workforce Credential Grant (WCG) will help pay tuition costs for qualifying Virginians. Additional scholarships may also be available.

Location
Southern Virginia Higher Education Center
820 Bruce Street, South Boston, VA

Registration and information contact
Kathy Whitt, 434-572-5453 or kathy.whitt@southside.edu

For potential assistance with tuition, please contact Kris Tuck with WIOA at 434-572-4472.

POWER YOGA: Cost $50 — Keysville

Join Katie Irby on Wednesdays at 4:45 PM for Power Yoga on the John H. Daniel Campus in Keysville to de-stress and re-energize. Classes run for six weeks and are only $50. For additional information, contact Katie Irby, 434-736-2084 or katie.irby@southside.edu or Anita White, 434-736-2004 or anita.white@southside.edu.
“Nursing is still one of the few fields that is very much about face-to-face interaction and I love that. Communicating directly with people on the intense day-to-day level that nurses do forces you to really listen and find ways to empathize and help.”

-Maggie Kendrick, LPN & Nursing Student at Southside Virginia Community College

Nursing is Here.
TAKE THE NEXT STEP.
NursingIsHere.com
Climb to new heights with a career as a power line worker

Enjoy working outdoors? Looking for a career that’s challenging and rewarding? Help ensure reliable electricity for your community by taking the first step to become a power line worker. Electric utility line workers install, remove, maintain and repair both low- and high-voltage distribution lines and associated equipment and facilities. Using curriculum from the NCCER (National Center for Construction Education and Research), the Power Line Worker Program being offered through Southside Virginia Community College covers the fundamental aspects of power line work, including the most crucial element of all: safety. During this 11-week program you’ll receive both classroom and hands-on training in:

- Safety
- Climbing Techniques
- Electrical Theory
- Aerial Framing
- Rigging
- Operating Utility Service Equipment
- Commercial Driver’s License Training

Earn the following credentials:

- Commercial Driver's License
- OSHA 10
- CPR/First Aid
- NCCER Power Line Worker Level 1
- VDOT Traffic Controller

For more information, Susan Early, 434-292-3101 or susan.early@southside.edu

www.southside.edu/content/power-line-worker-program

SVCC Occupational/Technical Center, Pickett Park 1041 W. 10th Street
Blackstone, VA 23824

Housing available on site for $14 – $16 per day

Students should be aware that this is a physically demanding training program requiring heavy lifting, climbing and outdoor activities in all weather conditions. High school diploma or GED required.

*The Workforce Credential Grant (WCG) will help pay tuition costs for qualifying Virginians. Additional scholarships may also be available.
**Fast-Track Truck Driving Training**

The Truck Driver Training curriculum prepares individuals to test for Commercial Driver’s License (CDL). This program teaches proper driving procedures, safe driver responsibility, commercial motor vehicle laws and the basic principles and practices for operating commercial vehicles.

The course work includes:

- Motor vehicle laws and regulations
- Vehicle maintenance
- Safety procedures
- Daily logs
- Security and fire protection
- Defensive driving
- Freight handling
- Highway driving
- Map reading and trip planning

Training range exercises and classroom lectures are used to develop the student’s knowledge and skills.

**Classes held at three locations:**

Blackstone, Virginia  
Emporia, Virginia  
South Boston, Virginia

Contact: Susan Early, 434-292-3101 or susan.early@southside.edu  
SVCC Occupational/Technical Center  
Picket Park 1041 W. 10th Street  
Blackstone, VA 23824

All classes will run Monday, Tuesday, Wednesday and Thursday from 7 AM to 5 PM.

**TUITION**

* In-State: $1,500  
Out-of-State: $4,500

*The Workforce Credential Grant (WCG) will help pay tuition costs for qualifying Virginians. Additional scholarships may also be available.
It comes as no surprise that Penny Flippo of Henrico, Virginia was willing to drive an hour-and-a-half to school every day for two months. She was studying to become a truck driver.

It was on the advice of her cousin, also a tractor-trailer driver, which led Flippo to Southside Virginia Community College (SVCC) in Blackstone, Virginia. She knew of the high demand and vacancies for truck drivers in Virginia and saw an opportunity. She took a chance and left her retail job in 2014 to complete Class A Commercial Driver’s License (CDL) training at SVCC.

“One day I just decided, I’m going to do it. Some people may think you are too old to start something new, but you aren’t. I did it.”

Flippo earned her CDL after completing the six-week training program at SVCC, which included a DMV exam. She now works for Colony Construction in Powhatan, Virginia, driving a dump truck and hauling asphalt for road construction.

“I like to be outside and this is outside work. My personality clicks with that environment because everybody is outgoing. I like a challenge. People may say this is a man’s job, but a lot of women are doing it now.”

Flippo takes pride in breaking down gender stereotypes associated with truck driving.

“I hear people drive by all the time and ask, ‘Is that a lady?’ Some give me a thumbs up. I am always told that I don’t look like a regular truck driver.”

Flippo would recommend truck driving to others, especially women, looking to change their career.

“Trucks deliver everything. You will always need truck drivers and companies are always hiring,” she said.

Luke Storey has always been something of a ranch hand. Growing up in Southside Virginia, he’s worked the fields and farms that crisscross this rural landscape and become a bit of an agricultural expert in the process.

There hasn’t been much else to do. Job opportunities have historically been relatively scarce in this neck of the woods.

But then, word of Southside Virginia Community College’s Power Line Worker training school reached Storey and things began to change quickly.

“I was tired of working on different farms, insulation businesses and stuff like that. I knew I wanted something different and better and I knew it was going to be hard to get a job in this industry without some sort of training. So, I signed up.”

The 19-year-old Storey was one of more than a dozen members of the school’s inaugural class. After 11 weeks of intensive training, he graduated and earned a handful of life-changing certificates and credentials. More importantly, he found a good-paying job.

“While I was in the program, I started applying to jobs and I got an offer to work with Southside Electric Cooperative, which was my number one choice. We graduated on a Thursday and I started work the next Monday.”

Being gainfully employed and doing what he likes, Storey says, has also done wonders for his self-esteem.

“It makes me feel better knowing that my paychecks are coming in and that I’m paying a lot of my bills on my own and not having to rely on my parents because I know it’s hard enough for them having to pay for themselves let alone me and my sister.”
National Career Readiness Certificate helps employers by certifying that a recipient possesses core skills in applied math, reading for information, and locating information — skills that are required by at least 85% of all jobs profiled by ACT Workkeys in the country.

WHY NCRC?

There is great concern in the private sector about the gap that exists between the skills required in today’s workplace and those exhibited by potential and incumbent employees. Businesses have trouble finding and hiring people who have basic employable skills and who are therefore trainable for specific jobs. The Career Readiness Certificate is a portable skills credential, assuring employers that a job applicant actually has the basic skills they need.

Location:
Southside Virginia Education Center
1300 Greensville County Circle,
Emporia

Keytrain CRC Prep Workshop

To register contact Angela McClintock at 434-949-1026 or angela.mcclintock@southside.edu
Fast-Track Welding

Welding Skills Certification Program

Start Your Career
NOW AVAILABLE IN GREENSVILLE COUNTY

Southside Virginia Education Center
1300 Greensville County Circle
Emporia, VA

11-week program
Class will utilize the NCCER Curriculum

For more information: Erica Andrews,
434-634-9358 or erica.andrews@southside.edu

TUITION
* In-State: $3,468
Out-of-State: $10,200

*The Workforce Credential Grant (WCG) will help pay tuition costs for qualifying Virginians. Additional scholarships may also be available.
Machining Skills Certification Program

The manufacturing sector is offering high wage job opportunities for people with the right skills. From 400,000 to 600,000 job openings exist in the United States alone. The Machining Skills Certification Program is training, designed with the cooperation of the Commonwealth Center for Advanced Manufacturing (CCAM), Southern Virginia Higher Education Center (SVHEC), and Southside Virginia Community College (SVCC), to prepare you with the skills needed to get you hired...in just 18 weeks of training.

What Do Computer Numeric Controlled Machinists Do?
Produce machined parts by programming, setting up, and operating a computer numerical control (CNC) machine; maintaining quality and safety standards; keeping records; maintaining equipment and supplies.

Salary Range: $12.50 to $25.00 / Hour

During Training area manufacturers visit and make presentations to the class. Students are able to connect with companies such as:
- American Buildings Company
- Anderson Machine Manufacturing
- Beach Mold and Tool Virginia Inc.
- Bristol Compressors International
- Bauer Compressors
- Central Machine Shop Inc.
- Coesia North America
- DuPont Advanced Fibers Systems
- Enclos Inc.
- General Dynamics
- General Engineering Company
- Georgia-Pacific Wood Products
- Goodyear Tire and Rubber Company
- Jewett Machine
- Kosmo Machine
- L & R Precision Tooling, Inc.
- Newport News Shipbuilding
- Rolls Royce
- Scholle Packaging
- Utility Trailer Manufacturing Company and more...

About the Training Program
Total training time: 18 Weeks
Interactive online learning: 7 weeks
Project Base Labs in Emporia: 11 weeks (5 days per week, 7 to 8 hours per day)
You Will Earn Industry Recognized Certifications
- SVCC Certificate of Completion
- OSHA 10 Safety Certification
- 4 National Institute Metalworking Skills (NIMS)
  - Machining Level 1-Measurement, materials and safety
  - Machining Level 1-Job Planing, bench work and layout
  - Machining Level 1-CNC milling: Operations
  - Machining Level 1-CNC turning: Operations

Contact: Erica Andrews, 434-634-9358 or erica.andrews@southside.edu

TUITION
* In-State: $3,900
Out-of-State: $11,500

*The Workforce Credential Grant (WCG) will help pay tuition costs for qualifying Virginians. Additional scholarships may also be available.
Continuing Education for Tradesmen

Journeymen, Master Plumbers, Electricians, HVAC mechanics, and Gas Fitters are now required by the Virginia Board of Contractors to take a pre-determined number of continuing education hours specific to their trade as part of the licensing process. Anyone obtaining or renewing a license must take continuing education in his/her respective profession. Plumbers, HVAC technicians and Electricians must take three hours of continuing education in their field. Gas fitters must take one hour. (This one hour class for Gas Fitters is intended for Journeyman and Master Gas Fitters, Liquefied Petroleum Gas Fitters, and Natural Gas Fitters.) Each course covers new definitions, code changes, general requirements, impacts on the job, general use and special equipment included in the respective codes.

These classes are recognized by the Commonwealth of Virginia’s Department of Professional and Occupational Regulation and the Virginia Board of Contractors and meet the new continuing education requirement. Certificates of Continuing Education Units (CEUs) are recognized by the Department of Professional and Occupational Regulation and will be issued to all licensed Virginia electrical tradesmen cardholders upon successful completion of the class.

The cost of the three-hour classes (Electric, HVAC and Plumbing) is $125 and the cost of the one-hour class (Gas Fitter including) is $65. A workbook highlighting the changes is included in the cost of the class and will be distributed when participants arrive for class.

Online classes also available
Contact: Anita White, 434-736-2004 or Anita.white@southside.edu
or Angela McClintock, 434-949-1026 or angela.mcclintock@southside.edu

Motorcycle Safety Courses Offered at SVCC

Alberta and Keysville Locations
Cost: $199.00
Fridays: 6–10 PM
Saturday and Sunday: 8 AM–5 PM
Pre-Registration is Required

Register today at http://southside.augusoft.net
Grant Writing Workshop

SVCC will offer a two-day Grantmanship & Grant Writing Skills workshop

Instructor: Dr. Charles Stallard | Cost $75
Space is limited to fifteen attendees
Pre-Registration required
Register online at https://southside.august.net

The non-credit seminar is offered at a reduced rate and is open to anyone interested in developing skills in securing government and private foundation grants. Besides grant seeking advice and proposal writing techniques and skills, the workshop will teach you the tough questions to ask that will help you to create programs that get funded, stay funded, and are aligned with your mission. The course is suitable for both novice and experienced grant seekers. It covers strategies for finding grant opportunities, how to get your proposal past the first read, how to research foundations and corporations that engage in philanthropy, and many other topics often never considered by individuals seeking grants. The seminar will be led by Dr. Charles Stallard, President of the Southern Virginia Botanical Gardens, Inc. Dr. Stallard is a former Assistant Dean of Research at Old Dominion University and an accomplished author who has published more than 150 research journal articles as well as three books. Lunch will be on your own each day.

Workshop is scheduled for 12 hours over a 2-day period.
Lake Country Advanced Knowledge Center
118 East Danville Street, South Hill
Contact Angela McClintock, 434-949-1026 or angela.mcclintock@southside.edu

ed2go


- Speed Spanish
- Grammar Refresher
- Creating Web Pages
- Veterinary Assistant
- Optical Assistant
- Reading Strategies Suite
This course covers food safety training from the National Restaurant Association Educational Foundation. A necessity for all restaurant owners, food service managers, cooks and line staff. Satisfies the “Person in charge” requirement of the Virginia State Health Department.

ServSafe is recognized and accepted by more federal, state and local jurisdictions than any other food safety training program.

ServSafe leads the way in providing the restaurant and foodservice industry with an up-to-date, comprehensive food safety training and certification program.

**Tuition: $79 | Pre-registration required.**

**Southside Virginia Community College**
109 Campus Drive, Alberta

**Southside Virginia Education Center**
1300 Greensville County Circle, Emporia

**Lake Country Advanced Knowledge Center**
118 East Danville Street, South Hill

Pre-registration for non-credit classes is required. Register online at http://southside.augusoft.net. Contact Angela McClintock, 434-949-1026 or angela.mcclintock@southside.edu.

**Southern Virginia Higher Education Center**
820 Bruce Street, South Boston

Pre-registration for non-credit classes is required. Register online at http://southside.augusoft.net. Contact Kathy Whitt, 434-572-5453 or Kathy.whitt@southside.edu.

**SVCC Daniel Campus**
200 Daniel Road, Keysville

Pre-registration for non-credit classes is required. Register online at http://southside.augusoft.net. Contact Anita White, 434-736-2008 or anita.white@southside.edu.
Customized Training Solutions designed for your business

The Division of Workforce Development & Continuing Education at SVCC will bring certified trainers to your workplace at a time most convenient for you. Our extensive curriculum of technology, business and professional development courses will boost productivity and ensure your employees have the skills and training they need.

Customized Training at SVCC

Our Workforce Development team can offer custom training for your organization at your facility or ours. Here is a sample of topics that can be offered on a half day, one day or two day basis.

- Making Change Work
- Motivating Employees
- Performance Management
- Leadership Through Influence: How to Get Commitment
- Creative Problem Solving
- Innovation in Action
- Managing Multiple Priorities & Your Time
- Mentoring Essentials
- Making Meetings Work
- Constructive Conflict Resolution
- Communication Essentials
- Coaching for Top Performance
- Empowering Delegation
- Troubleshooting Teamwork: How to Give the Most to & Get the Most from Your Team
- Exceptional Customer Service: The Key to Building Loyalty
- CPR/First Aid
- OSHA
- Computer Training (Excel, Word, Powerpoint, Access)

DDI Certificated DDI (Development Dimensions International) courses:

- Presentation & Public Speaking
- Business Writing and Grammar
- Behavior Management (Maximizing the Performance of Others)

Customer Service Modules:

- Customer Service Module — Communications
- Customer Service Module — The Difference is you
- Customer Service Module — Understanding each other
- Customer Service Module — Problem Solving
- Customer Service Module — Seeing the Customer’s Point of View
- Customer Service Module — Handling Criticism & Complaints
- Customer Service Module — Dealing with Customers by Telephone
- Customer Service Module — Creating Your Customer Service Mission Statement
What is the Workforce Credential Grant

Virginia will be offsetting the tuition of select workforce training programs at community colleges by 66% with the new Workforce Credential Grant (WCG). New incentive funds to offset the cost of tuition on select high-demand credentials programs are now available and programs are open for registration. The funds are available to Virginia residents who meet Virginia domicile requirements. See list of eligible programs below.

**SVCC’s WCG Eligible Programs Include:**

- Certified Nursing Assistant
- Commercial Driver’s License
- Medication Aide
- Power Line Worker
- Certified Massage Therapist
- Precision Machining
- Welding
- Phlebotomy
- Medication Aide
- Machining Skills Certification

Sometimes the cost of programs that prepare you for high-demand careers can create a financial barrier. The Workforce Credential Grant (WCG) underwrites the cost of select pre-approved high-demand training programs by covering two-thirds of the cost with the expectation of you obtaining the related workforce credential. You are financially responsible for the first-third. If you are financially unable to pay the first-third as determined by the predefined set of criteria, you may qualify for Workforce Financial Assistance (FANTIC). Funding for both WCG and FANTIC programs is limited.

What is the Workforce Credential Grant (WCG)?

Workforce Credential Grant (WCG) is a program funded by the Virginia General Assembly to encourage the attainment of high-demand workforce credentials by underwriting the cost of approved credential preparation programs for Virginia residents that meet Virginia domicile requirements. You are required to pay one-third of the cost of the program with the explicit expectation you will seek and obtain the related credential identified for your program of choice. Failure to complete the class will result in your financial obligation to pay an additional one-third of the cost of the program back to the Commonwealth of Virginia. Funding for this program is limited.

Workforce Financial Assistance (FANTIC) provides funding for you if you demonstrate the required financial need in order to enroll in an approved workforce training program leading to the attainment of an industry recognized credential or license and are not eligible for other funding grants or financial assistance. Applicants are awarded on a first-come, first-served basis. This financial assistance will pay for 90% of your cost for the program. If you qualify, you will be responsible for 10% of your portion at the time of registration. Funding for this program is limited.

What is Expected?

Those participating in this program will be expected to regularly attend and participate in all classes (attend at least 90% of all class meetings) AND successfully attain a designated credential at the end of the program, regardless of whether that credential is embedded in the cost of the class or requires an additional fee for a credential assessment/certification exam at a third-party site.

If you qualify for the WCG Workforce Financial Assistance (FANTIC) you will pay 10% of the student obligation (one-third of the cost of the program). WCG Workforce Financial Assistance (FANTIC) will pay the remaining 90% of the student obligation. Funding for this program is limited and will be disbursed on a first come first served basis to those that meet the required qualifications. Funding for both the WCG and FANTIC programs are limited.

**Please see one of our Workforce Staff to see how to qualify!**
**Fast-Track WIOA Benefits**

Students may qualify for WIOA benefits to help fund their tuition costs. Contact your local WIOA representative to see if you qualify.

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**South Central Workforce Development Board**

130 LeGrande Avenue, P.O. Box 580, Charlotte Court House, Virginia 23923 • 434-542-5871

Serving the Counties of Amelia, Brunswick, Buckingham, Charlotte, Cumberland, Halifax, Lunenburg, Mecklenburg, Nottoway & Prince Edward

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### Virginia Workforce Center Contacts – Area 8

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Location</th>
<th>Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sari Goff</td>
<td>Director of Workforce Centers</td>
<td>400 Thomas Jefferson Hwy. P. O. Box 440</td>
<td>Office – 434-542-5164 ext. 121 <a href="mailto:sari.goff@dss.virginia.gov">sari.goff@dss.virginia.gov</a></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Charlotte Court House, VA 23923</td>
<td></td>
</tr>
<tr>
<td>Christin Jackson</td>
<td>Coordinator of WIA Adult and Youth Programs</td>
<td>130 LeGrande Avenue P. O. Box 580</td>
<td>Office – 434-542-5871 Cell – 434-391-4876 <a href="mailto:christin.jackson@southside.edu">christin.jackson@southside.edu</a></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Charlotte Court House, VA 23923</td>
<td></td>
</tr>
<tr>
<td>Workforce Center Manager</td>
<td>Workforce Center</td>
<td>2506 Houghton Avenue South Boston, VA 24592</td>
<td>Office – 434-572-4467</td>
</tr>
</tbody>
</table>

**FULL-TIME POSITIONS**

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Location</th>
<th>Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>LaToya Brooks</td>
<td>Employment Specialist</td>
<td>Southside Virginia Community College</td>
<td>Office – 434-736-2035 Fax – 434-736-2082 <a href="mailto:latoyabrooks@southernvajobs.com">latoyabrooks@southernvajobs.com</a></td>
</tr>
<tr>
<td></td>
<td>(Full-time)</td>
<td>200 Daniel Road Keysville, VA 23947</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Amelia, Buckingham, Charlotte, Cumberland,</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Lunenburg, Nottoway, and Prince Edward Counties</td>
<td></td>
</tr>
<tr>
<td>Terra Napier</td>
<td>Business Services and Employment Specialist</td>
<td>Workforce Center</td>
<td>Office – 434-542-5605 Fax – 434-542-4945 <a href="mailto:terranapier@southernvajobs.com">terranapier@southernvajobs.com</a></td>
</tr>
<tr>
<td></td>
<td>(Full-time)</td>
<td>400 Thomas Jefferson Highway P. O. Box 440</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Charlotte Court House, VA 23923</td>
<td></td>
</tr>
<tr>
<td>Kris Tuck</td>
<td>Employment Specialist</td>
<td>Workforce Center</td>
<td>Office – 434-572-4472 Cell – 434-222-7018 (Texting- Only) <a href="mailto:kristuck@southernvajobs.com">kristuck@southernvajobs.com</a></td>
</tr>
<tr>
<td></td>
<td>(Full-time)</td>
<td>2506 Houghton Avenue South Boston, VA 24592</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Halifax County</td>
<td></td>
</tr>
<tr>
<td>Shannon Hinkle</td>
<td>Employment Specialist</td>
<td>Workforce Center</td>
<td>Office – 434-955-2252 ext 5513 Fax – 434-447-3931 <a href="mailto:shannonhinkle@southernvajobs.com">shannonhinkle@southernvajobs.com</a></td>
</tr>
<tr>
<td></td>
<td>(Full-time)</td>
<td>111 East Danville Street South Hill, VA 23970</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Mecklenburg and Brunswick Counties</td>
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</table>

**PART-TIME POSITIONS**

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Location</th>
<th>Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carol Locke</td>
<td>Follow-up/Clerk</td>
<td>400 Thomas Jefferson Hwy.</td>
<td>Office – 434-542-5605 Fax – 434-542-4945 <a href="mailto:carollocke@southernvajobs.com">carollocke@southernvajobs.com</a></td>
</tr>
<tr>
<td></td>
<td></td>
<td>P. O. Box 440</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Charlotte Court House, VA</td>
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<tr>
<td></td>
<td></td>
<td>23923</td>
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</tr>
</tbody>
</table>

**CRATER WIOA**

In our service area, Crater WIOA only covers Greensville County

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Location</th>
<th>Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>Suzanne D. Taylor</td>
<td>Workforce Innovation Opportunity Act</td>
<td>1300 Greensville County Circle Room 126</td>
<td>Office – 434-632-0935 Fax – 434-634-9943 <a href="mailto:suzannedtaylor57@yahoo.com">suzannedtaylor57@yahoo.com</a></td>
</tr>
<tr>
<td></td>
<td>Southside Virginia Community College</td>
<td>Room 126 South Emporia, VA 23847</td>
<td></td>
</tr>
</tbody>
</table>

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Southside Virginia Community College  
Workforce Development  
ONLINE REGISTRATION AT WWW.SOUTHSIDE.AUGUSOFT.NET  

19
What is an Apprenticeship Program?

The Apprenticeship program is a flexible job training program that allows an employee to acquire on the job skills combined with related instruction (often college classes) to produce a highly skilled employee. The goal is to help the employee achieve a nationally recognized training credential.

Apprenticeship Examples for Advanced Manufacturing: Electrician, Maintenance Mechanics, Precision Machinist, Welding and Engineering Technicians.

Apprenticeship Examples for IT: Systems Analyst, Network Administrator, CAD, Graphic Designer, and Cybersecurity Analyst.

How would an Apprenticeship Program help me?

Many students find it necessary to work while going to school. As an apprentice the hours you work count towards the credential you are working towards. Apprentices also receive increases in pay as their skills and knowledge grow.

Where would I work and get the training I need?

Many local companies are actively participating in the Apprenticeship program in Southside Virginia. In 2015, a grant was awarded to SVCC to help train students for the Apprenticeship program. This grant also encourages local companies to adopt the Apprenticeship model as a way to train the workforce for 21st century jobs. Here is the website for the grant: http://apprenticeva.com/

I need more information....

For more information on the programs offered at SVCC, contact Kelly Arnold, (434) 579-7260 or kelly.arnold@southside.edu.

More information can be found at the Virginia Department of Labor’s Apprenticeship website: www.doli.virginia.gov/apprenticeship/sponsors_occupations.html
Fast-Track Career Readiness Bootcamp

This FREE three week Career Readiness Bootcamp will navigate the road to finding a successful career. Topics include:

- resume writing
- interview skills
- WorkKeys NCRC Assessment
- work initiatives
- career and education goals
- financial success
- and much more!

Bootcamp also covers entrepreneurship taught by professionals from Longwood University's Small Business Development Center.

Contact: Angela McClintock, 434-949-1026 or angela.mcclintock@southside.edu.

Panther Up

PROGRAMS OF STUDY
Southside Virginia Community College offers Degrees, Certificates & Industry Certifications in the following areas:

- Accounting
- Administration of Justice
- Administrative Support Technology
- Agribusiness
- Air Conditioning, Heating and Refrigeration
- Automotive Technology
- Business
- Clerical Studies
- Cosmetology
- Diesel Technology
- Education
- Electricity
- Emergency Medical Services
- General Studies (Transfer degrees)
- Human Services
- Industrial Maintenance Technology
- Information Systems Technology
- Massage Therapy
- Medical Office Assisting
- Medication Aide
- Nurse Aide
- Nursing
- Phlebotomy
- Power Line Worker Training
- Practical Nursing
- Precision Machining
- Science
- Truck Driver Training
- Welding
Your Career Pathway Begins HERE

Prepare for the GED® test while developing workforce and college readiness skills.
FREE classes are offered morning and/or night at the following convenient locations:

<table>
<thead>
<tr>
<th>Location</th>
<th>Location</th>
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</thead>
<tbody>
<tr>
<td>Amelia Court House</td>
<td>Emergency Operations Center</td>
</tr>
<tr>
<td>Brunswick</td>
<td>Christanna Campus</td>
</tr>
<tr>
<td>Buckingham</td>
<td>Ellis Acres</td>
</tr>
<tr>
<td>Charlotte</td>
<td>Daniel Campus</td>
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<td></td>
<td>Charlotte Adult Learning Center</td>
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<tr>
<td>Cumberland</td>
<td>Community Center</td>
</tr>
<tr>
<td>Halifax</td>
<td>Southern VA Higher Ed Center</td>
</tr>
<tr>
<td>Lunenburg</td>
<td>Victoria Library &amp; Ripberger Library</td>
</tr>
<tr>
<td>Mecklenburg</td>
<td>Lake Country Advanced Knowledge Center</td>
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<td>Lake Country Workforce Center</td>
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<td></td>
<td>Estes Community Center</td>
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<td></td>
<td>YMCA (Clarksville)</td>
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<td>Boydton Library</td>
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<tr>
<td>Nottoway</td>
<td>Pickett Park</td>
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<tr>
<td></td>
<td>Goodwill, Inc. (Blackstone)</td>
</tr>
<tr>
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<td>Crewe Library</td>
</tr>
<tr>
<td>Prince Edward</td>
<td>The Woodland, Inc.</td>
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</tbody>
</table>

Call today to register
434-736-2048  434-949-1090  434-736-2084
You can now use our convenient online registration system to find classes, register, enroll and pay in a few easy steps.

**How to Register**

Online registration is fast, easy, and secure. Here’s how to get started!

Go to the link:  https://southside.augusoft.net.

Click on each category to see current classes.

Click ADD TO CART button for the course(s) you want to take.

If you’ve previously registered online for SVCC Workforce Training courses, simply enter your user name and password to continue.

If this is your first time registering online for a SVCC Workforce Training course, click the maroon Create a New Profile button and follow the easy steps to set up your account and complete your registration.

Register by fax, mail or phone:

**Daniel Campus**
Workforce Development
SVCC
200 Daniel Road
Keysville, Va 23947
Phone: 434-736-2004
FAX: 434-736-2082

**Christanna Campus**
Workforce Development
SVCC
109 Campus Drive
Alberta, VA 23821
Phone: 434-949-1026
FAX: 434-949-0107
NON-CREDIT APPLICATION

Have you ever applied to any Virginia Community College?  _____ Yes  _____ No  
If yes, most recent year:__________________

Have you ever been employed by a VCCS College?  _____ Yes  _____ No  
If yes and you know your EMPL.ID, please provide:________________________

SOCIAL SECURITY NUMBER  __________/_________/__________  or  EMPL.ID / STUDENT ID #  ____________________________

DPOR License # (Tradesman Classes only)_______________________________________________________________________________________

NAME  ___________________________________________________________  __________________________________________________________
(Last)    (First)    (Middle)    (Maiden or Former)

PREFIX:  ___Mr. ___Miss ___Ms. ___Mrs. Other:_________  SUFFIX:  ___Jr. ___Sr. ___II ___III Other:_________

MAILING  ___________________________________________________________  __________________________________________________________
(Street/Road)           (City)    (State)     (Zip Code)

TELEPHONE  ___________________________________________________________  __________________________________________________________
(Home)       (Work)       (Cell)

Email ADDRESS __________________________________________

Please check this box if you would NOT like to receive information regarding upcoming seminars and events at SVCC.

DATE OF BIRTH  _______/_______/____________  GENDER:  □ Male □ Female  
Month (00) Day (00)    Year (0000)

Are you a U.S. Citizen?  _____Yes  _____No  
If no please answer the following questions:

What is your Country of Citizenship?

What is your current immigration status with the U.S.?

□ Not in U.S. – I am requesting __________________________ visa status  
□ Currently in the U.S.  
Permanent Status:  □ Resident Alien  □ Asylum  □ Refugee A# (number) if any:________________
Temporary Status: Specify visa type__________________ and Expiration Date_______________
Are you requesting a change of status to an F-1 or M-1 visa?  □ yes □ no

Is English your native language?  _____Yes  _____No

Racial / Ethnic Group  □ American Indian or Alaskan Native  □ Asian  □ Black/African American
□ Native Hawaiian/Other Pacific Islander  □ Hispanic/Latino  □ White

Military Information:  □ I never served in U.S Military  
□ My Spouse has served in the U.S. Military  
□ I am the dependent of someone who has served in the U.S. Military  
□ I have served in the U.S. Military
What is your current military status?__________________  (active/inactive/retired) Branch:_____________________  
What date did you enter the military? Month ___________Day __________Year ___________

Have you lived in Virginia for the past 12 months?  _____Yes  _____No  
If no, where did you live?_________________________________________

If you live in Virginia, please provide your City or County Residence:_____________________________________________________________________

If you live outside of Virginia, please provide the State and/or Country of Residence:___________________________________________________________

Employer's Name:_________________________________________  
I wish to begin classes in year 20__________  □ Fall  □ Spring  □ Summer

Did your employer?  □ Recommended you attend this class  
 □ Will reimburse you tuition for this class  
□ Required you attend this class  
□ Paid for the class

Applicant's Signature:_________________________________________  Date:________________________

---

NON-CREDIT REGISTRATION FORM

<table>
<thead>
<tr>
<th>Class Nbr</th>
<th>PeopleSoft</th>
<th>Course Prefix</th>
<th>Catalog Number</th>
<th>Section</th>
<th>Course Title</th>
<th>Tuition</th>
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<tbody>
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</tbody>
</table>

Method of Payment (Please Circle):  Cash  Check  Money Order  VISA  MasterCard
Bank Card No.:_________________________  Expiration Date:_________________________

□ Employer-Paid Tuition. Please fill out a Letter of Authorization or include payment via company check or credit card.

NOTE: FORM MAY BE COPIED OR DUPLICATED AS NEEDED  Revised: August 4, 2014
SVCC Locations

**Alberta**
Christanna Campus
109 Campus Drive
Alberta, VA 23821
434-949-1000

**Blackstone**
Occupational Technical Center/ Pickett Park
1041 W. 10th Street
Blackstone, VA 23824
434-292-3101

**Chase City**
Estes Community Center
316 N. Main Street
Chase City, VA 23924
434-372-0194

**Clarksville**
The Complex
1567 Noblin Road
Clarksville, VA 23927
434-949-1026

**Emporia**
Southside VA Education Center
1300 Greenville County Circle
Emporia, VA
434-634-9358

**Keysville**
John H. Daniel Campus
200 Daniel Road
Keysville, VA 23947
434-736-2000

**South Boston**
Southern Virginia Higher Education Center
820 Bruce Street
South Boston, VA 24592
434-572-5451

**South Hill**
Lake Country Advanced Knowledge Center
118 East Danville Road
South Hill, VA 23970
434-955-2252
Southside Virginia Community College
Workforce Development

Get on the Fast Track

PUBLIC NOTICE: Southside Virginia Community College does not discriminate on the basis of race, color, national origin, sex or disability in its programs or activities. Southside Virginia Community College offers programs in many vocational areas under its open admissions policy. Specifically, Southside Virginia Community College offers admissions based on selective criteria in Nursing through a separate application process that is nondiscriminatory. For more information about the application process, contact the admissions office at 1-888-220-7822. Lack of English language skills will not be a barrier to admission and participation in vocational programs. The following person has been designated to handle inquiries regarding the nondiscrimination policies: Affirmative Action Officer, 109 Campus Drive, Alberta, VA 23821 (434) 949-1000. For further information, call 1-800-421-3481 for the address and phone number of the OCR enforcement office that serves your area. www.southside.edu