



Chapter 3

Community and Economic Development

Community and Economic Development (CED) is the headquarters for workforce preparation, employee training, business development, and technology deployment for Joliet Junior College's district. CED provides comprehensive economic and professional development services to assist organizations in achieving workforce and workplace excellence. These partnerships enable Joliet Junior College to maximize its employment and training resources and non-training enterprise capabilities, transfer technology and information, target manufacturing and modernization, build coalitions, empower individuals, and nurture collaborative activities that improve the quality of life within the district.

CED strives to be a leader in the growth of value added and quality jobs, a partner in accomplishing the collective vision of developing and maintaining a technologically trained workforce, an adviser in assisting district businesses to be competitive in the world marketplace, and a visionary in preparing for the age of information. The following listed objectives help CED achieve these goals:

1. To be a catalyst for economic growth and improvement by tying education, training, business consultation, and employee development to the economic, critical driving forces, world class manufacturing, and virtual corporation's paradigms of the 21st century.

2. To create and strengthen linkages, win/win philosophies and public-private partnerships among commerce, industry, education, labor, government, and community organizations that promote strong strategic synergy, economic foundations and industry clusters.

3. To inspire trust and counsel local businesses in adjusting to and implementing new technology, best manufacturing and management practices, sound instructional practices, information services, and skills standards to meet the changing workforce and workplace requirements of the global economy.

4. To constantly retrain and update the area workforce through classroom and laboratory instruction, just-in-time education, distance learning, and a lifelong learning process to raise real income, increase job security, and meet the human resource development needs of district residents and businesses.

5. To foster economic diversity, restore and/or enhance the economic vitality of communities, and develop the spirit of entrepreneurship and competitive advantage through small business growth, flexible business networks, innovative, electronic, commerce, and increased productivity.

6. To serve as the portfolio manager of education and training services; a one-stop shop for skills assessment testing and business and industry data; the stimulus to job creation and retention and workforce preparation programs; and interactive learning/information dissemination through technology for this geographical area.

CED provides a full range of workforce and workplace services that are uniquely tailored to the needs of customers. These services include:

1. Comprehensive business counseling, manufacturing assessment, information dissemination, and technology brokering services for area companies.

2. A multi-dimensional provider of occupational, professional, safety, quality, telecommunications, business, technical, maintenance, health care, and computer training services targeted to the individual needs of businesses within the college's district.

3. State-of-the-art computer labs, Internet and marketing programs, Web site development, strategic marketing, distance learning, and computer network consulting and training services.

4. Multiple programs of diverse workforce preparation services, focusing on needs analysis, labor market information, occupational

testing, skills assessment, certification, vocational training, employee recruitment and selection, academic advising, and training program design and evaluation.

5. Comprehensive employment and training programs for unemployed and underemployed individuals.

6. Partnering and collaborating with local, state, and national organizations to expand services, improve quality and value, maximize resources, and achieve common needs.

CED has received numerous forms of state and national recognition for its programs and services, bottom-line performance results, and leadership. CED is recognized as a model economic development program within a community college setting.

Community and Economic Development is located on the City Center Campus and administers the CED Conference Center at the Main Campus. For more information on CED, call (815) 280-1555 or visit www.jjcced.org.

CED PROGRAM INFORMATION

ONLINE TRAINING - Programs include SmartCertify and Digital Multimeter online, Ed-2-Go, ActiveEd, and Gatlin.

PROFESSIONAL DEVELOPMENT - CED provides high-quality training at an affordable price that will help companies remain competitive and recognize industry trends. Programs include occupational certification and licensing, health care and soft-skill training.

COMPUTER SERVICES - Services include IT certification, software training, Web site design and services, and general office assistant training.

TECHNICAL TRAINING AND CONSULTING - Help increase the skill level of employees, manage projects, train personnel, and prepare your company to utilize technology. Programs include electrical maintenance and inspection, mechanical maintenance, small business, building and grounds, manufacturing extensions, process operations, safety and compliance, quality process improvements, and APICS. On-site assessments and customized in-house training also are offered.

EMPLOYER/EMPLOYEE SERVICES - The state of Illinois, through CED, presents a diverse platform of training programs that include employee assessment, displaced worker training, career development, employee selection and outplacement services, and HR function training.

SPANISH TRAINING - CED has developed programs that teach Spanish for business/occupations or teach English to those who need to speak it to be more effective communicators. The programs can be customized to the needs of the company.

OTHER SERVICES - CED offers the perfect place to hold business meetings or other events through its conference center.

LIFELONG LEARNING

LIFELONG LEARNING - Offers a broad continuum of classes, seminars and activities for community residents. Classes are offered for enjoyment and enrichment; there are no letter grades given. These classes and activities are often an individual's first contact with the college.

YOUTH COLLEGE - Youth College offers educational opportunities for young people (preschool through high school). The program, which is based on a liberal arts curriculum, includes a special short-term concentrated sampling of many academic disciplines and features interactive, "hands-on" learning experiences emphasizing the "fun of learning." The Youth College Academy is a new program for highly motivated young people who want in-depth learning experiences in science, mathematics, literature, visual and performing arts, and computer technology.

DIVISION OF ADULT AND FAMILY SERVICES

The Division of Adult and Family Services (DAFS) offers a full range of adult education, job training, and employment and support services for adult students/participants and their families. All education programs are integrated with training programs.

FUNDING

Most programs and services are provided at no cost to participants and provide funds and/or access to funds for tuition, books, transportation, childcare, and more.

STUDENT ASSESSMENT AND ACCOMMODATIONS CENTER

The Student Assessment and Accommodations Center is the entry point for adult education students. Assessment and accommodations staff members provide professional assessment, orientation and placement in appropriate adult education classes and programs. Trained professionals also provide appropriate accommodations for special needs students. Services include:

- Basic skills and English literacy assessment
- GED preparation/practice testing and assessment
- Individualized/small-group tutorial services
- Computer-assisted instruction
- Student Achievement in Reading (STAR), a national research-based program designed to help struggling readers overcome barriers so they can progress to advanced levels of instruction
- Goal-setting and education and training plan development

STUDENT CAREER ASSESSMENT CENTER - Qualified counselors are available to assist students to enroll in college credit or short-term training programs, prepare financial aid applications, complete a career search, prepare for employment interviews, develop resources, and provide job leads.

GED REVIEW COURSE GED 001/002 - This GED test preparation course includes a review of each GED test subject and discussion of specific test-taking strategies. Tips for overcoming test anxiety are also included.

GED CONSTITUTION REVIEW GED 003/004 - Prepare to pass the Illinois and U.S. Constitution test requirements for the GED. Recommended for adults who have registered for the GED test, and those who have previously attempted but not passed the constitution test.

GED ILLINOIS ONLINE - GED Illinois Online is a Web-based instructional program that may be utilized as a "stand-alone" program or may be combined with traditional classroom instruction to help prepare students for the GED test.

ADULT HIGH SCHOOL DIPLOMA PROGRAM - Qualified adults, ages 16 and over, who have left high school prior to graduation are assisted in meeting the requirements for obtaining their high

school diplomas. High school transcripts and an agreement with the high school are required. At intake, the student must provide a written letter/document indicating that he/she does not intend to return to high school. Instruction is offered as independent study. Weekly meetings are scheduled with the instructor to submit completed coursework and take quizzes and tests, etc.

SPANISH GED - The Spanish GED program provides a review of all parts of the GED and practice tests to prepare students to pass the official GED exam in Spanish. A bilingual instructor teaches the course.

ADULT BASIC EDUCATION - The Adult Basic Education (ABE) program and pre-GED courses are designed for out-of school youths and adults who are experiencing difficulties with reading, writing, math and problem solving, as well as students with special learning needs including limited English proficiency. Students are individually assessed from basic literacy to the eighth-grade level and monitored for progress into the GED-level courses. Basic skill and adult basic education classes offer small class sizes, computer-assisted instruction, and individual or classroom tutors.

ENGLISH-AS-A-SECOND LANGUAGE CLASS - Non-native speakers of English, adults, ages 16 years and older, who are not enrolled in high school are eligible. Course includes communication skills in English (speaking, listening, reading, and writing). Pre-assessment assures placement in the appropriate level. Beginning through Advanced English as a Second Language (ESL) courses are offered.

CITIZENSHIP CLASSES - Classes are offered for individuals seeking United States citizenship and preparing to take the Citizenship Test. Classes include information about the naturalization process, the N-400 Form, the 100 INS civics questions, the 30 INS dictated sentences, U.S. History, the U.S. Constitution, U.S. Government, and the INS interview. Citizenship classes meet twice a week for 15 weeks for approximately two hours.

FAMILY LITERACY - The Family Literacy program is designed for English and non-English speaking families and includes integrated activities for parents and their children. Parents are trained to be the primary teacher and partner in their children's education with instruction for working with children provided separately for adult parents or caregivers. Instruction also is available for adults and children working together.

EVEN START - The Joliet Community Even Start Program is designed to help break the cycle of poverty and limited education by providing income eligible families with an opportunity to participate in family and intergenerational programs. Even Start is a family literacy partnership with the Education Service Network (ESN), Joliet Junior College Division of Adult and Family Services, Joliet Public Library, and Joliet Grade School District 86.

READING ACHIEVEMENT PROGRAM - Trained volunteer tutors are available to assist adults, ages 16 years and older, who need extra help with reading, writing, and/or English skills. Volunteers who wish to conduct one-on-one, small group or classroom tutoring also are trained through the program.

ALL KIDS - KidCare is a state program that offers health care coverage to children, pregnant women and their babies, or helps in paying premiums of employer or private health insurance plans. Children through age 18 who are Illinois residents, are U.S. citizens or qualified legal immigrants, and meet income requirements are eligible. Pregnant women

of any age who are Illinois residents and meet the income requirements are eligible. Income requirements vary by KidCare plan and are based on family income and family size.

CAREER PATHWAYS - Our professional staff can help you acquire the education and skills needed to succeed in a growing occupation with high-paying wages. Let the Career Pathways to Success guide you through your academic, vocational, or technical journey. Integrated education and training is available in the following career paths: medical/health care professional; transportation/warehousing and logistics; computer/technology; refrigeration, air-conditioning and heating; and a variety of training programs certified by one-stop providers.

COUNSELING SERVICES - Qualified professional counselors provide personal, emotional and social counseling and support services. Individual and group counseling are available.

WOMEN AND FAMILY PROGRAMS - For those who qualify, there are specialized programs and services available to women and families, such as Welfare-to-Work Center, displaced homemakers, family education, and teen and youth programs.

Services include child care and transportation assistance/referrals, education and career planning, advising and case-management, support groups, employment assistance, and the "Dress for Success" and Professional Women's Groups. Also available are various personal and professional support groups; workshops and retreats; discussion groups on women's issues (health, emotional, personal growth); access to child care resources; financial management/investment seminars; positive parenting workshops; self-esteem, motivation and "success attitude" workshops; and access to "Journey to Success" and other programs.

FAMILY EDUCATION - Parents with at least one child under the age of 16 are encouraged to participate in the Family Literacy and Even Start programs, parenting education, and parent/child activities while completing their GED, basic skills, or ESL classes.

For more information, call (815) 280-1333 or visit www.jjc.edu/dafs.

WORKFORCE DEVELOPMENT

Workforce development at Joliet Junior College is part of the Will and Grundy County Workforce Systems and is funded by the Department of Commerce and Economic Opportunity (DCEO) and the local Workforce Investment Boards under the federal Workforce Investment Act (WIA). Services are provided through the one-stop delivery system, which is also part of the Illinois Employment & Training Center (IETC) network. Employment and training programs are available and are developed by local workforce investment boards.

WIA provides financial assistance to individuals for education and training so they can re-enter the workforce in jobs that will allow them to financially support themselves and their families. WIA funding is designed to train people in short-term certificate or associate degree programs that will make them more marketable for high-growth occupations in the area. Through training, workers are more likely to find better-paying jobs and employers are more likely to have their staffing needs fulfilled.

WIA establishes three basic levels of employment and training services to eligible individuals. All adults, age 18 or older, are eligible to receive "core services." Additional "intensive services" are available to unemployed individuals who have been unable to obtain jobs through core services and those who are employed, but need additional training services to reach self-sufficiency. "Training services" also are available for those who meet "intensive services" eligibility, but were unable to find employment through those services.

Programs and services include: Dislocated Workers, Career Seekers, Work Certified, Females For Employment In Manufacturing, Technical Opportunities Program, National Retail Foundation Customer Service, Will County Workforce System Career Closet, College 101-A Program For Displaced Workers, Career Assessment Seminar, Bridging The Digital Divide, Workforce System Resource Room, Job Board and Illinois Skills Match, Recruitment and Pre-Screening, Facilities For Interviewing and Recruiting, and Testing and Assessment.

For more information on the college's workforce development initiatives, call (815) 280-1526 or visit www.jjcced.org/wd.