Learning for Life
Workforce Training & Community Education

Scholarships, Payment Plans, and Funding Available...Call for more information; (208) 769-3333
NIC Workforce Training graduates first MA Apprenticeship class

North Idaho College’s Medical Assistant Apprenticeship program was created last year in an effort to address workforce shortages in the healthcare sector. It’s working.

The program – the first of its kind in northern Idaho – graduated its first cohort of nine students in June and the next cohort is already full with 15 apprentices.

“Nationally, there is a shortage of medical assistants,” says Colleen Krajack, VP of Human Resources at Heritage Health. “This apprenticeship program is excellent because it allows employers to develop and reward talent internally.”

In 2018, NIC was awarded a $207,590 Industry Sector grant through the Workforce Development Council to fund the Medical Assistant Apprenticeship program along with a Patient Care Technician program. Employment for medical assistants in North Idaho is projected to grow 26.8 percent between 2014 and 2024, according to the IDOL. Healthcare support occupations are expected to increase 23.2 percent between 2016 and 2026, making them one of the fastest growing occupational groups in the country. The demand for a trained workforce is there.

“The apprenticeship model allows students to “earn and learn,” said Dotty Heberer, NIC Health Professions coordinator.

“While apprenticing, students can be working towards a certification and earning higher wages and never have to drop out of the workforce,” Heberer said.

Students apprentice with the leading healthcare providers in the region: Bonner General Health, Heritage Health, Kaniksu Health, Kootenai Health, Marimn Health, Northwest Specialty Hospital, and Orthopedic Surgery & Sports Medicine.

The students in this program receive competency-based formal training that connects patient care skills at an accelerated rate,” Heberer said. “They are able to achieve national certification in eight and a half months.”

For information on Registered Medical Apprenticeship, please contact Dotty Heberer at 208.665.5448 or www.nic.edu/maa
Whether you want to advance your professional career or enrich your personal life, the NIC Workforce Training Center can help you achieve your goals. We offer credit free, short-term courses at convenient times to fit your busy lifestyle. Choose live, self-study, or online courses. Registration is easy, just call or go online.

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<th>Computers and Technology</th>
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A very enthusiastic instructor presenting excellent material in an engaging fashion.

— Virginia O’Conner

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**Learning for Life** Workforce Training & Community Education is a program of North Idaho College

[www.nic.edu/wtc](http://www.nic.edu/wtc) | (208) 769-3333
Assistance with Medications

This course is required for any unlicensed assistive personnel who are delegated the task of assisting with oral, topical, suppository, ear drops, eye drops, nasal, gastrostomy tube, or pre-mixed inhaled medications. This program is targeted for individuals who care for residents in assisted living and clients in the home setting, but is beneficial to anyone assisting with medications. Reading medication instructions and prescription labels is a crucial skill to safely practice in health care.

Instructors: Licensed nurses

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CNA-Nursing Assistant Training

Begin your health care career as a Certified Nursing Assistant. This course prepares you to enter the workforce as a health care professional and for the state exams required to be placed on the Idaho Nurse Aide registry. The 120-hour class includes online assignments, in-class skills practice and clinical experience at local health care facilities. Class registration covers required textbooks, and state testing fees. Additional class costs are health screening for clinical access and scrubs.

Instructors: Licensed nurses

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Certified Nursing Assistant-Externship

Gain additional experience using your newly acquired Certified Nursing Assistant (CNA) skills in an unpaid externship. The CNA externship is available for students who have successfully completed the CNA course and meet the eligibility requirements. You will receive a minimum of 48 hours rotating in a department at Kootenai Health. Prerequisite: Must complete the CNA program and meet the eligibility requirements of 90 percent or better and professional standards.

Instructor: Dotty Heberer

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CNA Nursing Assistant Apprenticeship

The nursing assistant apprenticeship is a course that is only offered to students who are sponsored by their employer. The following employers typically sponsor: Life Care Centers, Ivy Court, LaCrosse and Valley Vista. Students will complete their technical related instruction at North Idaho College-Workforce Training Center. These students are receiving on the job training with their employer as an apprentice and receive structured clinical education in the long-term care setting with a NIC instructor.

Instructor: June Nafziger-Eberly

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Medical Assistant Apprenticeship

Complete your Medical Assistant Apprenticeship in this accelerated program for current health care professionals. Achieve the clinical and administrative skills necessary for this high demand career. Under the supervision of health care providers, medical assistants are a valued support member for the health care team. Doctors, nurses, and other team members rely on the medical assistant to provide clinical services for patients and ensure the clinic flows smoothly. Prerequisite: Must be a certified nursing assistant (CNA) or phlebotomy technician (CPT or PBT), and obtain employment as a Medical Assistant apprentice. List of employers available upon request.

**Instructor:** Danielle Miller

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Continuing Education for Healthcare

**Certified Patient Care Technician**

Patient Care Technicians possess a diverse range of skills and knowledge to provide care to patients in hospital emergency departments, clinics, long-term acute care, and rehabilitation centers. Build upon your nursing assistant technical and interpersonal skills while advancing in your career. This program includes the following embedded certifications: Phlebotomy, EKG, Mental Health First Aid, and Wound Care. Upon successful completion of the course, students will be prepared to sit for the national Certified Patient Care Technician examination which is included in the registration fee. Prerequisite: Must be a current Certified Nursing Assistant with minimum three months experience or National Registered EMT.

**Instructors:** Multiple Licensed Professionals

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**Certified Restorative Assistant**

Increase your career potential with this advanced course for Certified Nursing Assistants (CNAs) focusing on rehabilitation and restorative care. Students must be CNAs to be eligible to take the certification exam. Completion or concurrent enrollment in the Medical Terminology course is recommended. This course also meets the clinical observation requirement for admission into the Physical Therapist Assistant program at North Idaho College. Upon successful completion, you will receive an Idaho SkillStack® Badge certification. Textbook included. Additional student costs for immunizations.

**Instructor:** Jeff Byers

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**Wound Care I Certification for Nursing Assistants**

Learn the skill of assisting the licensed nurse in wound care. Provide outstanding care to your patients by becoming proficient in wound observation, sterile technique, and assisting in the healing process. This workshop will provide four hours of continuing education for Restorative Assistant Certification renewal. Upon successful completion, you will receive an Idaho SkillStack® Badge certification.

**Instructor:** Buster Cole

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**Wound Care II for Health Care Professionals**

Learn the essentials of wound care designed for licensed nurses and patient care technicians. Gain confidence in identifying, treating, and helping prevent acute and chronic wounds. Receive hands-on instructions on applying and removing dressings. In depth discussion on advanced wound care, technology, and various types of dressings round out the course.

**Instructor:** Buster Cole

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<td>WTC</td>
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**Mentor Specialist**

Do you enjoy sharing your professional skills and knowledge with others? Learn how to be a mentor specialist in peer development, coaching, and mentoring. You will receive effective tools to enable you to mentor students or new team members. This course is ideal for nursing assistant and medical assistant apprentice preceptors.

**Instructor:** June Nafziger-Eberly

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<th>Fri</th>
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<td>3 sessions</td>
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**HIV/AIDS Training**

This self-paced, online course is designed to meet the seven-hour HIV/AIDS training requirement for nursing assistants in the state of Washington and any entity requiring HIV/AIDS training. (7 hours)

**Online:** Start anytime $39

**CNA Continuing Education (Idaho)**

This self-paced, online course is designed to meet Idaho state continuing education requirements for nursing assistants in skilled nursing homes and assisted living facilities. (12 hours)

**Online:** Start anytime $69

**In-Home Care (Idaho)**

Individuals working in homecare settings can take this self-paced, online course to meet Medicare/Medicaid requirements in Idaho for in-home care workers. With topics ranging from communication and patient rights to the caregiver’s own self-care, this course prepares individuals to provide many of the needed services for the elderly staying at home. This seven-hour class can be accessed anytime within 12 weeks.

**Online:** Start anytime $69
Patient Care Coordinator/HUC
This course was formerly called Health Unit Coordinator and has been updated and enhanced to best meet current healthcare practices. The Patient Care Coordinator will assist in facilitating patient care services, learn strong organizational, computer technology and interpersonal communication skills. Course includes medical terminology. This course is an instructor led online class with one introductory lab on September 11 (9 am-11 am). Students will be prepared to sit for the National Health Unit Coordinator Certification Exam. Textbooks and Class Materials included. Upon successful completion of the course, a 40-hour unpaid externship is available for $195. Call for more information: 208-769-3221.
Instructor: Tammy Annotti
Online access Sept 11 – Nov 13 $595

Phlebotomy Technician
This 130-hour program prepares professionals to collect blood specimens from clients for the purpose of laboratory analysis. Classroom and lab work includes terminology, anatomy and physiology, blood collection procedures, hands-on specimen practice, and training in skills and techniques to perform puncture methods. There is an online component to this class and you will be oriented on its use the first day of class. The National Healthcare Association Certified Phlebotomy Technician exam is included in registration. You must have a high school diploma or equivalent to sit for the certification exams. Note: Must be at least 18 years of age. Externship is available as a separate class for graduates of this course, and is a prerequisite for ASCP certification.
Instructor: Jennifer Baker
T & Th 5:30 pm-9 pm
3 Sat 9 am-3 pm
24 sessions WTC $1,799

Phlebotomy Externship
Gain valuable on-the-job training while preparing for the ASCP Certification. The phlebotomy externship is available to students who have successfully completed the Phlebotomy Technician course and meet the eligibility requirements. Once your eligibility application is accepted, you will be placed in the clinical environment for 100 hours in a local laboratory. Upon completion of your nonpaid externship, you will be able to sit for the ASCP certification exam and include this experience on your resume for employment. Fee includes a background check and drug screen.
Dates, times, and location vary. $349

Mental Health

Certified Mental Health Assistant
Take your Certified Nursing Assistant (CNA) training or Mental Health Assistant role to the next level with advanced training in behavioral and mental health. Prepare to provide care for the unique needs of people with mental illness, dementia and/or developmental disabilities under the direct supervision of the mental health professional. Students may be eligible to take the level 1 American Association of Psychiatric Technicians (AAPT) exam. Textbook, lab manual, and National Exam included in class fee (175.00 value). Additional student costs include fingerprinting, scrubs and immunization. It is recommended but not required that students be a Certified Nursing Assistant (CNA).
Instructor: William Normington
M & T 8 am-Noon
16 sessions WTC Sep 24 – Nov 18 $795

Adult Mental Health First Aid
Just as CPR helps you assist an individual having a heart attack, Mental Health First Aid helps you assist someone experiencing a mental health-related crisis. Learn risk factors and warning signs for mental health and addiction concerns, strategies for how to help someone in both crisis and non-crisis situations, and where to turn for help.
Instructor: William Normington
Mon 8 am-Noon
2 sessions WTC Sep 30 – Oct 7 $85

Youth Mental Health First Aid
Youth Mental Health First Aid is designed to teach parents, family members, teachers, school staff, peers, and health care personnel how to help an adolescent (age 12-18) who is experiencing a mental health or addiction challenge or is in crisis. Youth Mental Health First Aid is ideal for adults who regularly interact with young people. The course introduces common mental health challenges for youth, reviews typical adolescent development, and teaches a five-step action plan for how to help young people in both crisis and non-crisis situations. Topics covered include anxiety, depression, substance use, disorders in which psychosis may occur, disruptive behavior disorders (including AD/HD), and eating disorders. Textbook included.
Instructor: William Normington
Mon 8 am-Noon
2 sessions WTC Oct 14 – Oct 21 $85

Dementia Care Workshop
Provide outstanding care with specialized training in dementia from this dynamic workshop. Ideal for the health care professional or primary caregiver. Topics include current information on Alzheimer’s and Dementia disease, effective strategies for care, understanding behavior, and therapeutic communication.
Instructor: Lee Voagen
Tue 8 am-Noon
1 session WTC Oct 22 $45

Self-Care for Health Care Professionals
As dedicated health care professionals, have you considered a strategy to buffer the impact of stress and create a self-care plan? It is crucial for your effectiveness and success in honoring your professional and personal commitments to first and foremost take care of yourself. Learn to identify self-care practices that enable you to care for others. This interactive workshop will focus on four key principles: coping with stress, employing professional boundaries, identifying personal self-care activities, and developing a strategic plan for holistic well-being.
Instructor: Tammy Annotti
Wed 9 am-Noon
1 session WTC Sep 25 $49

Medical Office

CBCS Certified Medical Administrative Assistant with Medical Billing and Coding
The Certified Billing and Coding Specialist (CBCS) Certified Medical Administrative Assistant with Medical Billing and Coding is geared towards students who are interested in obtaining a career in the healthcare industry and who have experience in healthcare.
Online: Ed2go - Start anytime. Call to register. $2,695

CPC Certified Medical Administrative Assistant with Medical Billing and Coding
This program will train students to handle the increasing complexities of health care management including medical billing and coding, and will give you a competitive edge in the health care field. Ideal for individuals already working in healthcare.
Online: Ed2go - Start anytime. Call to register. $3,195
Dental Assisting

Dental Assistant

Choose an exciting and challenging career in dental assisting. Dental assisting is one of the fastest growing occupations. Through a competency-based learning approach, you will gain essential skills to enter the dental assistant profession. This program will prepare you to sit for the National Entry Level Dental Assistant (NELDA) certification exam through the Dental Assistant National Board (DANB), http://www.danb.org. A 40-hours externship at a local dental office included. Prerequisites: High school diploma or equivalent and current Basic Life Support (BLS) Provider by the American Heart Association. Must provide evidence of completed prerequisites at the time of registration. Fee includes background check and drug screen.

Instructor: Emily Penberthy

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<td>44 sessions</td>
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Dental Assistant - Expanded Functions Series

Complete the expanded functions series for dental assistants. You will receive online and hands-on lab instruction with a registered hygienist. The series includes: administration of nitrous oxide/oxygen analgesia, polishing restoration, application of pit and fissure sealants, coronal polishing, and temporary crown restoration. You will save time and money by taking the series versus single modules. A registered hygienist will evaluate your competencies for each function in the lab. Prerequisites: Proof of employment with a minimum of six months experience as a dental assistant. Current certification by Dental Assistant National Board (DANB), OR graduate of an accredited dental assistant program, OR DANB approved dental assistant program. Or you may challenge the Fundamentals of Dental Assistant exam approved by Idaho Career and Technical Education.

Instructor: Carrie Crosby

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<td>6 sessions</td>
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Choose one or more of the following expanded function module(s) for dental assistants. You will receive instructor facilitated 6-week online instruction with a registered hygienist. Your supervising dentist may provide initial skills training and on-the-job clinical experience. Your final competency evaluation must be with a different dentist within your office or at another practice. Computer access with high speed internet is essential in order to take these expanded function’s modules. To get started, call (208) 769-3214.

Instructor: Carrie Crosby

Expanded Functions-Coronal Polishing Module

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Expanded Functions- High Speed Handpiece to Remove Orthodontic Cement Module

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Expanded Functions- Nitrous Oxide/O2 Analgesia Module

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Expanded Functions- Pit and Fissure Sealants Module

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Expanded Functions- Polishing Restorations Module

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Expanded Functions- Temporary Crown Restoration Module

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<th>Online access</th>
<th>Aug 19 – Sep 29</th>
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<td>Online access</td>
<td>Nov 22 – Jan 10</td>
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Basic Life Support BLS Provider

If you work in the healthcare field, you will need this course. Includes adult, child, and infant CPR and use of the AED. Written and skills test will be given at the conclusion of the course. Does not include first aid.

Instructor: Blaine Porter

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<tr>
<th>Tue</th>
<th>1 session</th>
<th>5 pm-9 pm</th>
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<td>5 pm-9 pm</td>
<td>Nov 7</td>
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Heartsaver CPR and AED

Learn how to save a life! This course teaches CPR (cardiopulmonary resuscitation) and relief of choking in adults and children. Earn or renew your CPR card; good for two years.

Instructor: Blaine Porter

| Tue | 1 session | 6 pm-9 pm | Nov 19 | $79 |

Heartsaver First Aid

Do you know what to do in case of a medical emergency? This course will give you confidence and knowledge of how to manage illness and injuries in the first few minutes until professional help arrives. Earn or renew your First Aid card; good for two years. Textbook optional.

Instructor: Blaine Porter

| Tue | 1 session | 6 pm-9 pm | Oct 8  | $69 |
UNEMPLOYED OR UNDER-EMPLOYED?

We can help.

The Qualified Worker Retraining Program/WIOA Adult Services is designed to help you gain the skills you need to succeed in the workforce.

• Job preparation skills
• Resume/Interview
• Skill and interest assessments
• Occupational skills training
• Internships/On-the-job Training
• Apprenticeship opportunities

Are you:

• Age 18 or older
• A U.S. citizen or authorized to work in the U.S.
• An Idaho resident (5 northern counties)
• Unemployed, or under-employed
• Low Income
• Seeking full-time employment

The WIOA-Qualified Worker Retraining Program might be right for you! To find out, contact us at (208) 666-8012, or www.nic.edu/workforcetraining
Accounting/Bookkeeping

Making or Breaking Business: Good Bookkeeping Matters!  
Topics that will be covered in this class are types of business and accounting software, terminology, bookkeeping best practice tips, payroll, accounts receivables and payables, inventory, chart of accounts, trial balances, bank reconciliation, and major financial statements.

Instructor: Gaylene Lewin

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<tr>
<th>Day</th>
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SAVINGS! Sign up for both classes for $358.

Get Going with Quickbooks

Topics that will be covered in this class will be getting started with QB, setting up a company, working with lists, setting up inventory, selling product and/or services, processing payments, bank accounts and paying bills.

Instructor: Gaylene Lewin

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Keep Going with Quickbooks

Topics that will be covered in this class will be memorizing transactions, customizing forms, journal entries, fixed assets, long-term liability, creating reports and graphs, sales tax and payroll.

Instructor: Gaylene Lewin

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The Basics of Bookkeeping

This course will help you understand and know how to record every penny that comes into your business and every penny that goes out of your business as well as how to create a chart of accounts that meets your needs.

Online: Oct 7 - Nov 1 $195

Business Skills

Certificate in Customer Service

Customer service is now essential for business and all work organizations. With the increase of technology, human interaction with customers becomes all the more important, and good customer service is now one of the central factors in organizational success. Learn to improve your customer service skills to enhance your career skill set, improve productivity, and increase your organization’s success. You will also take away some extraordinary customer service techniques you won’t find anywhere else.

Online: Sep 3 - Nov 1 $245

Writing News and Press Releases

Acquire the skills good journalists have and learn how to craft a news story, press release, or publicity notice that will get attention.

Online: Nov 4 - Nov 29 $195
Entrepreneurs

Entrepreneurship Certificate
Take home a step-by-step approach to attract and keep customers, with an emphasis on customer-driven marketing decisions and building a strong brand. Develop an outline for your plan, and take home techniques to successfully manage and market your new business.

Online: Sep 3 - Nov 29 $495

Management and Leadership

Business Coaching Certificate
Learn skills in the development, implementation, and support of coaching and mentoring programs in your workplace. Take home the much-awaited toolkit you have been searching for to improve your employees' performance and create the working environment that your employees will find truly rewarding.

Online: Sep 3 - Nov 1 $395

Certificate in Leadership Development
Find out what it takes to become an effective leader. Discover your style of leadership. Discuss task completion, building relationships with your subordinates, becoming socially perceptive to changes in the workplace, utilizing your emotions in a positive and effective manner, and addressing challenging goals.

Online: Sep 3 - Nov 29 $395

Management Certificate
Discover the keys to effectively managing your employees. Find out how to create clear expectations, engage and motivate employees, and increase your effectiveness.

Online: Sep 3 - Nov 29 $395

Supervisory and Leadership Certificate
Your employees are your most valuable resources. Ensuring the efficiency of your team is the key to your success and is your most important responsibility. Get practical, easy to understand, and insightful methods for new and even experienced supervisors and managers.

Online: Sep 3 - Oct 25 $395

Marketing and Sales

Certificate in Sales
Gain a better understanding of the importance of the sales function and learn new skills in relationship management, prospecting, customer management, and delivering a compelling sales presentation. Move yourself or your sales team to increased success.

Online: Sep 3 - Nov 29 $495

Digital Marketing Certificate
Come get a fundamental, yet advanced introduction to eMarketing. Including improving email promotions, analyzing your website traffic, doing search engine optimization, and how to successfully employ online advertising.

Online: Sep 3 - Nov 29 $495

Professional Development

Certificate in Presentation Media
Be exposed to a powerful, concise way to present information using infographics. Learn the finer points of Photoshop for presentations. Then discover the design elements for creating visual presentations for success using any media. You will come away with the latest, most advanced practical and design knowledge in presentation media.

Online: Sep 3 - Nov 29 $495

Project Management

Certificate in Project Management
Project management is one of the fastest paths to promotion by increasing your network through greater exposure. Gain the skills, tools and templates to confidently develop and maintain a project.

Online: Sep 3 - Nov 29 $495

Strategic Project Management Skills for Human Resource Professionals
This course is designed to broaden your understanding of project management principles, develop skills needed to successfully facilitate projects, as well as develop an understanding of potential risks that often prevent successful project implementation.

Online: Oct 7 - Nov 1 $245

Social Media

Facebook for Business
Discover applications and design strategies that are necessary to get the most out of your Page. Learn how customized applications are developed and what they can do to increase business and fans.

Online: Oct 7 - Nov 1 $245

Social Media for Business Certificate
Learn how social networks are used to develop a two-way communication and marketing strategy for your organization. Then find out what you can be doing, what you should be doing, and take back a plan to integrate social networks into your communication and marketing.

Online: Sep 3 - Nov 29 $495
Business Skills

Accelerate Your Business Series

Learn the essential skills and tools every business owner needs to take their business to the next level - a thriving profitable business. Current business owners should consider taking classes I through IV. For individuals thinking of starting a business, classes I through IV should be taken after attending the Thinking of Starting a Business in Idaho? workshop. Take the entire four-class series for the discounted price of $120. Call (208) 769-3214 or (208) 665-5085.

I. Marketing Strategy for Profit
Marketing is the engine of your business. What problem is your business trying to solve? How big a problem is it? Who has these problems more than any others? How much would they pay for your solution? Answers to these questions are the difference between thriving and just surviving. Understand what specific need you are meeting and how to create value for which your customers will be willing to pay a premium.

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II. Operational Excellence for Profit & Hiring Winners
Learn what key processes make up your business operations and improve productivity, effectiveness, and efficiency for higher profit. Also, your employees are the future of your business. Learn how to hire and keep winners!

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III. Financial Management for Profit
Business financials are not just for paying taxes, they are essential for making good business decisions. Gain an understanding of essential financial statements and learn how to use them for business success.

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IV. Planning for Business Success
If you fail to plan, you plan to fail. Learn why planning is so crucial and the right way to chart a course for your business success. Discover the essential ingredients for developing meaningful goals and a plan that will help you and your team achieve them.

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Thinking of Starting a Business in Idaho?
This workshop gives a basic overview of what it takes to be a business owner and will help you perform a feasibility analysis of your business idea. Learn about the business registration process and regulatory issues, as well as an overview of federal and state tax responsibilities.

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Social Media

All are hands-on workshops, designed for attendees to bring a web-ready device: laptop (preferred), tablet, smartphone, etc. To register for the entire three-class series at discounted price of $120 please call (208) 769-3214 or (208) 665-5085.

Facebook Marketing for Small Business
Tailored to people just starting out with Facebook for business, this workshop will cover how to manage Facebook for personal and business use. This class is for those who are at a beginner to intermediate level with social media. This is also a hands-on workshop. Please bring your web friendly device laptop (preferred), tablet, cell phone-that you will use to manage your social media channels. Also bring your questions about the challenges you face with social media.

Instructor: Josh King

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LinkedIn and Twitter Marketing for Small Business
Tailored to people starting out with LinkedIn or Twitter for business, this workshop will cover how to manage these sites for personal or business use. This class is a hands-on workshop. Please bring your web friendly device laptop (preferred), tablet, cell phone-that you will use to manage your social media channels. Also bring your questions about the challenges you face with social media.

Instructor: Josh King

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Instagram and Pinterest Marketing for Small Business
Tailored to people starting out with Instagram and Pinterest for business, this workshop will cover how to manage these sites for personal or business use. Please bring your web friendly device laptop (preferred), tablet, cell phone-that you will use to manage your social media channels. Also bring your questions about the challenges you face with social media.

Instructor: Josh King

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Don’t Have a Website For Your Business?
This training will walk you through how to create a functional, easy to manage website for your business using one of the many template website platforms out there: Squarespace, Wix, or Weebly. You will learn about functional page structure, formatting, and best practices for maximizing your new website.

Tue 8:30 am-Noon Sep 17
1 session NIC Cd’A Campus $49

Social Media—How to Build an Audience
You have taken several other social media classes and you have set up all your social media accounts for your business, but all you hear are crickets chirping. It could be that you are not telling the proper story. This will be an introduction to digital storytelling and using social media to build your client base.

Wed 8:30 am-Noon Nov 13
1 session NIC Cd’A Campus $49

Special Interest

Pricing for Profit Growth
Sustainable profit growth is a key business objective. Many small business owners are unsure how to price their products and services to achieve sustainable profit growth. This course will discuss the basic requirements and strategies for effective pricing, the art of increasing prices, the pros and cons of discounting, along with effective pricing management techniques for sustained profit growth. Prerequisites include: A basic understanding of profit/loss or income statements, or completion of the ISBDC course: Financial Management for Profit.

Thu 5:30 pm-8:30 pm Sep 26
1 session NIC Cd’A Campus $49

Advanced Pricing for Profit Growth
Building on the concepts covered in the first class, this second class will explore some advanced pricing strategies that reward a business for the value it is delivering to the market place, in order to achieve sustainable profit growth. Several strategies to defend pricing and maintain profit margins will be covered in an enhanced Pricing Management discussion. Prerequisites include a basic understanding of the Profit/Loss or Income Statement and the first class-Pricing for Profit Growth.

Tue 5:30 pm-8:30 pm Oct 29
1 session NIC Cd’A Campus $49

You Have a Website—Now What?
Learn how to optimize your website for search. SEO is the active practice of optimizing a web site by improving internal and external aspects in order to increase the traffic the site receives from search engines. In this class, you will learn some essential SEO tips and tricks to get started down an optimized web presence path.

Wed 5:30 pm-9 pm Oct 23
1 session NIC Cd’A Campus $49

Employment—Hiring to Firing: Today’s Opportunities and Obligations
One-hour lunchtime talk. This class will touch on managing the employee life-cycle, which every company should prioritize because it involves the company’s most critical asset: its people. Employers need to know which questions to ask, or avoid, during an interview, how to engage the employee throughout the onboarding process, maintain compliance, and properly terminate employees to help reduce unnecessary legal risks with each of these steps.

Wed Noon-1 pm Oct 9
1 session NIC Cd’A Campus $19
Thu Noon-1 pm Nov 21
1 session NIC Cd’A Campus $19

APPRENTICESHIP
ELECTRICAL, PLUMBING, HVAC
LIVE CLASSES
Registration opened July 1st.
Classes begin in early September.

Apprenticeship combines paid on-the-job experience with classroom instruction to prepare individuals to become journey-level workers in electrical, plumbing, and heating, ventilation and air conditioning (HVAC) trades. Most classes meet on Saturdays.
Basic Computer Skills

**Overcome Computer Anxiety: Bit by Bit!**

This Computer Basics course is designed specifically for those who are completely new to computers. The goal is to provide general, beginning skills for Windows PC’s and Microsoft Word. The lessons will include physical components of the computer, introduction to basic vocabulary and terminology related to computers and word processing, Microsoft Windows navigation, Microsoft Word basic commands, introduction to the internet, and basic web searches. This is a slow-paced, hands-on way to explore and feel more comfortable with basic technology.

*Instructor: Kathy Albin*

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**Mastering Computer Skills for the Workplace**

Master the most common skills to succeed in the workplace including the ability to create, edit, and manage presentations in MS PowerPoint, documents in MS Word, email and calendars in MS Outlook, and spreadsheets in MS Excel.

*Online:* Sep 3 - Sep 27 | $195

**Computer-Aided Design (CAD)**

**AutoCAD 1–Basic 2D**

Learn the basic 2D features of the latest versions of AutoCAD. This introductory course covers drawing setup, basic construction and editing tools, layer management, object properties, basic annotation with text and dimensions, and an introduction to layouts and plotting.

*Start anytime* | $835

**AutoCAD 2–Advanced 2D**

Learn the advanced 2D features of the latest versions of AutoCAD. This course covers paper space detailing, multiple layout setup, advanced dimension techniques, blocks and symbol libraries, tables and schedules, attributes, dynamic blocks and parameters, and external references.

*Start anytime* | $835

**Data Analysis and Research**

**Certificate in Data Analysis**

Whether your business is home based or a large company, this certificate will take you to the next level where important decision-making is concerned.

*Start anytime* | $495

**Certifications/CompTIA**

**A+, Network+, CCNA**

This course prepares students to take the CompTIA A+ 220-801, 220-802, N10-006: Network+, and Cisco CCNA 200-120 certification exams.

*Start anytime* | $2,995
Microsoft Applications

Introduction to MS Office Software
Instructor: Kathy Albin

Microsoft Word
Designed for students new to MS Word. Highlights include hands-on direct instruction. Topics explored: creating documents, formatting and editing text; introducing tables-formatting and modifying, data sorting, visual objects-shapes, WordArt, SmartArt, pictures and text boxes, creating business report-arranging text in columns, tab stops, headers and footers and more.
Instructor: Kathy Albin

Microsoft Excel Level 1
Designed for students new to MS Excel. Highlights include hands-on direct instruction. Topics explored: Introduction to worksheets-formatting sheets and cells, numbers, dates, basic calculation; rearranging data-working with rows, cells and columns; managing multiple worksheets, common formulas, cell references, data visualization with charts and images-using tools for formatting and editing; and organizing large amounts of data-sorting, freeze panes and window split.
Instructor: Kathy Albin

Microsoft Outlook
This class is designed for those who are new to Microsoft Outlook. Highlights include hands-on direct instruction. Topics explored: Navigating the Outlook Window-The Ribbon, folder panel, quick access toolbar; working with email-account settings, sending messages, attachments, signatures; organizing email-folders, moving and copying messages, sorting; working with people-creating, sorting and editing contacts; working with the calendar-views, scheduling and editing appointments, reminders, recurring appointments, sharing calendars; working with notes, tasks and mobile integrations.
Instructor: Kathy Albin

Microsoft Access - Level 1
Designed for students new to MS Access. Highlights include hands-on direct instruction. Topics explored: Introducing databases and tables-data types, field properties, sorting, importing data sources; working with forms-layout and design view; querying a database-using criteria, sorting and limiting results, calculated fields; using reporting to display information-how to organize, structure and modify reports.
Instructor: Kathy Albin

Sign up for all four classes and save $200.

Microsoft Application

Certificate in Mastering Excel
Discover how various menu items, commands, settings and processes affects the look of your Excel worksheets and workbooks.

Online:
Sep 3 - Nov 29
$495

Programming and Networking

Coding Certificate
Coding has become a core skill that bolsters one's chances for becoming a higher value to organizations. Begin by getting introduced to the basics of computer programming and various programming languages. Then go to the next level and acquire all the basics of HTML and CSS.

Online:
Sep 3 - Nov 29
$595

Web Design and Development

Certificate in Web Design
Understanding what it takes to produce effective web design is essential in today's market of highly saturated digital competition. Discover the basics of web design using HTML and CSS. No prior knowledge of HTML or web design is required.

Online:
Sep 3 - Nov 29
$545

Certificate in Graphic Design Software Essentials
The Adobe software tools are the leading software for graphic design. Use Illustrator to draw shapes and design logos, flyers, posters, banners, business cards or any other vector graphics for print or web. InDesign allows you to create simple to complex multi-page documents such as brochures, books and magazines. Use Adobe Photoshop to effectively work with selection and editing tools, layers, and masks to edit, retouch and enhance existing images or create your own composite digital art work.

Online:
Sep 3 - Nov 29
$595

Certificate in Web Design and Development
The North Idaho College Foundation is proud to provide over $1 million in scholarship funding this year to assist North Idaho College students!

How to apply:
1. Go to www.nic.edu/wtc
2. Click on "Scholarship Application"
3. Click on the application image to download

All NIC students are encouraged to apply for scholarships as there are hundreds of opportunities available for students enrolled in credit courses and short-term training programs.

www.nic.edu/wtc (208) 769-3333
Legal Studies

Legal Office Administration
Improve the productivity within the legal office by obtaining effective tools that promote a smoother operation. Get a better understanding of the importance of competency, confidentiality, and the administration of ethics in a legal office environment.

Online: Nov 4 - Nov 29 $245

Paralegal Certificate Course©
This intensive, nationally acclaimed program, offered through our partner The Center for Legal Studies, is designed for beginning as well as advanced legal workers. Students will be trained to interview witnesses, investigate complex fact patterns, research the law, prepare legal documents, and assist in preparing cases for courtroom litigation. Online or correspondence courses available. Books are extra.

Online: New sessions starting every month. $1,395

Advanced Paralegal Certificate Course
Advanced topics build upon the nationally acclaimed Paralegal Certificate Course©, including advanced legal research, alternative dispute resolution (mediation), bankruptcy law, business law, criminal procedure, estate planning, intellectual property, and more. Participants successfully completing at least six of the advanced topics are awarded a certificate of completion. Prerequisite: Paralegal Certificate Course©. Books extra.

Online: New sessions starting every month. $2,100

Victim Advocacy Certificate Course
Course topics include legal terminology, legal process, legislation regarding victims’ rights, jurisdiction and venue, ethics, effects of victimization on the victim, victim advocate skills, guardianships, and crisis intervention. It also covers counseling skills for victims of assault, battery, robbery, domestic violence, sexual assault, child abuse, murder and homicide. Online, or correspondence courses available. Books extra.

Online: New sessions starting every month. $729

Career Training

Voice-Overs... Now is Your Time!
You have heard Lisa Foster on TV and radio commercials! Come hear her live as she illustrates how you can actually begin using your speaking voice for commercials, films, and videos. This class content is designed for ages 16 thru adults.

Instructor: Lisa Foster
Mon 6:30 pm-8:30 pm Sep 23
1 session WTC $39

Language

Creative Time Management
This course will introduce fun and creative ways to manage time, plan projects, and increase motivation for you and your family. Topics covered will be: bullet journals, color and symbol coding tips, and creative ways to assign chores/duties and give rewards.

Instructor: Jeanelle Davis
Fri 1 pm-3 pm Oct 18
1 session NIC Cd’A Campus $19
Sat 1 pm-3 pm Dec 7
1 session NIC Cd’A Campus $19

Conversational American Sign Language
This course will cover conversational topics and vocabulary in ASL as well as historical information regarding ASL and basic grammatical structure. This course is great for those interested in learning basic phrases and conversational topics but is not intended to provide adequate training for professional interpreting.

Instructor: Jeanelle Davis
Sat 9:30 am-11:30 am Sep 14 – Nov 2
8 sessions NIC Cd’A Campus $129
**Beginning Spanish I**

This course is intended for learners with little or no previous background in Spanish. The primary focus will be oral communication and basic grammar. Students will learn how to understand and start simple conversations about personal interests; talk about themselves, family, friends, the weather, and begin to set the foundation to explore the cultural context of the Spanish-speaking world, through a series of activities and exercises. By the end of the course students will be able to introduce themselves, name items, and ask simple questions.

**Instructor:** Valeska Almarza  
**Wed:** 5 pm-6:50 pm  
**Sep 4 – Oct 9**  
**6 sessions**  
**NIC Cd’A Campus**  
**$99**

**Beginning Spanish II**

This course follows the Beginner Spanish 1. We will advance our focus on oral communication and basic grammar. Students will continue to learn how to understand and have simple conversations about personal interests; talk about themselves, family, friends, or the weather. We will continue to expand on the foundation of the cultural context of the Spanish-speaking world through a series of activities and exercises.

**Instructor:** Valeska Almarza  
**Wed:** 5 pm-6:50 pm  
**Oct 16 – Nov 20**  
**6 sessions**  
**NIC Cd’A Campus**  
**$99**

**Intermediate Spanish II**

This course level will continue building on vocabulary, grammar, and common expressions necessary to express yourself orally and in writing. Students will engage in practical and communicative sessions through dynamic and interactive activities. This course covers vocabulary words and expressions related to food, travel, and daily routines; focusing on likes and dislikes, making requests, conducting simple transactions, using a more advanced set of verbs, and comprehension exercises. By the end of this class, students will be able to use communicative strategies to interact with others with greater ease.

**Instructor:** Valeska Almarza  
**Thu:** 5 pm-6:50 pm  
**Sep 5 – Oct 10**  
**6 sessions**  
**NIC Cd’A Campus**  
**$99**

**Intermediate Spanish III**

Mas espanol? If you have studied Spanish before at the novice level and need to continue learning to master your skills, this class will allow you to explore the language even deeper. Students will be introduced to new vocabulary and expressions; compound grammatical forms, the progressive tense, and begin to speak in past tense. This course explores the language used to talk about sports, trips, adventures, and the house. By the end of the class, students will have developed a strong foundation of the Spanish grammar, expressions and vocabulary allowing them to feel more confident when speaking in a foreign language.

**Instructor:** Valeska Almarza  
**Thu:** 5 pm-7:10 pm  
**Oct 17 – Nov 21**  
**5 sessions**  
**NIC Cd’A Campus**  
**$99**

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**Customized Training**

Building and maintaining a highly-skilled and productive workforce through customized training. Call (208) 769-3333 to see how we can build a training program for your business.

**North Idaho College**  
**Workforce Training**  
www.nic.edu/wtc

**Integrating Education With Industry.**
INDUSTRY & TRADES

Commercial Drivers License

CDL NIC/DRIVE 509 CDL Training Program

There is a shortage of over 200,000 truck drivers in the US right now. In a few short weeks you could be earning a good living as a commercial truck driver either driving long haul or working locally. This 160 hours CDL Class A training includes 40 hours of classroom instruction, 50 hours of driving, backing maneuvers and proficiency development, and up to 70 hours of lab, range training and observation. DOT physical, drug screening, driving skills test are included in course fees; Additional student costs include endorsement tests, permit, and license fee. Special Notice: It is preferred that you attain your permit prior to the start of class. A study guide can be picked up at the DMV. Class schedule will be M-F from 7am-4pm, for 4 weeks.

Instructor: Various Instructors

<table>
<thead>
<tr>
<th>T/W/Th/F</th>
<th>7 am-4 pm</th>
<th>Sep 3 – Sep 27</th>
</tr>
</thead>
<tbody>
<tr>
<td>19 sessions</td>
<td>NIC Parker Technical Education Ctr.</td>
<td>$3,880</td>
</tr>
</tbody>
</table>

| M-F | 7 am-4 pm | Sep 30 – Oct 25 |
| 20 sessions | NIC Parker Technical Education Ctr. | $3,880 |

| M-F | 7 am-4 pm | Oct 28 – Nov 22 |
| 20 sessions | NIC Parker Technical Education Ctr. | $3,880 |

| M-F | 7 am-4 pm | Nov 25 – Dec 20 |
| 19 sessions | NIC Parker Technical Education Ctr. | $3,880 |

Industrial Maintenance/Mechanics

Reading Schematics and Symbols—Online

Reading Schematics and Symbols training course covers all types of schematics and symbols used in commercial and industrial settings. Examines schematic symbols, electrical symbols and diagrams, piping symbols and diagrams, hydraulic and pneumatic diagrams and symbols. Discusses air conditioning and refrigeration systems, including explanations of electrical/electronic control schematics. Covers welding and joining symbols.

Online Access: Sep 2 – Nov 22 $165

Basic Hydraulics—Online

The Basic Hydraulics training course covers hydraulic principles of mechanical maintenance, types of hydraulic fluids and their characteristics. Describes components of the hydraulic system and their functions for maintenance procedures, including filters and strainers, reservoirs and accumulators, pumps, piping, tubing and hoses, control valves, relief valves, and actuating devices. This hydraulics course covers a variety of cylinders and training on hydraulic motors.

Online Access: Sep 2 – Nov 22 $165

Hydraulic Troubleshooting—Online

The Hydraulic Troubleshooting online training course covers understanding hydraulic systems, using schematic diagrams, installation procedures, maintenance, cleanliness and safety. Includes tubing cutting, bending, and flaring, identification and selection of proper fluid, and charging the system. Discusses planned mechanical maintenance, specific repair/replacement recommendations, system diagnosis, and troubleshooting.

Online Access: Sep 2 – Nov 22 $165

Basic Pneumatics—Online

The Basic Pneumatics online training course covers how work, force, and energy are applied to principles of pneumatics. Shows operating principles of reciprocating, positive displacement, rotary, and dynamic air compressors. Covers primary and secondary air treatment. Includes valves, logic devices, cylinders, and air motors.

Online Access: Sep 2 – Nov 22 $165

Boiler-Kiln

Boiler Steam Training

This course will provide a comprehensive overview of the safe and efficient operation of high-pressure boilers and related equipment. Students will learn the latest combustion control technology, as well as EPA regulations and implications. This 8-week course meets once a week at NIC’s Workforce Training Center and will cover topics that include boiler systems and controls, combustion equipment, water treatment, steam system fittings and accessories, fuels, instrumentation, boiler operation, control systems, licensing and much more.

Instructor: Fred Kayler

| Wed | 8 am-5:30 pm | Oct 2 – Nov 20 |
| 8 sessions | WTC | $1,250 |
Pneumatic Troubleshooting—Online

The Pneumatic Troubleshooting online training course covers pneumatic systems, schematic symbols and diagrams, installing system components, planned mechanical maintenance, system diagnosis, and troubleshooting. Includes maintenance of air compressors, control valves, air motors, electrical components, and hybrid systems.

Online Access: Sep 2 – Nov 22 $165

Blueprint Reading—Online

The Reading Blueprints training course covers all types of blueprints used in industrial plants. Discusses reading blueprints outlining machine parts and machine drawings. Features blueprint drawings of a compound rest and a clutch-brake control. Examines hydraulic, pneumatic, piping, plumbing, electrical, air-conditioning, and refrigeration drawings. Introduces reading blueprints and sketching used in industrial plants.

Online Access: Sep 2 – Nov 22 $165

Programmable Logic Controllers

Programmable Logic Controllers Level 2 Hybrid—Online

In this Hybrid online course with live labs, you will apply concepts learned in the PLC introductory course. Learn effective use of instructions and basic functions in PLC programming. Construct intermediate level ladder logic programs with RSlogix 5000 software simulators in our lab sessions. Apply knowledge and understanding of the following topics: PLC processors, timer/counter instructions, program control instructions, data manipulation, math functions, shift registers/sequences, analog I/O, and networks. Idaho SkillStack® Badge certificate will be awarded upon completion of technical skills assessment exam. This course is also approved for Idaho Electrical Journeyman CE of eight (8) hours.

Instructor: Joe Smith

Online Access: Sep 9 – Oct 19
Sat 8 am-2 pm Sep 14 to Oct 19
4 lab sessions WTC $999

Programmable Logic Controllers Level 3 Hybrid—Online

In this hybrid online and lab course you will gain an understanding of the use of VFDs and Soft Starters. Learn AC motor concepts, parts, and operations of VFDs. You will learn VFD control schemes, installs and basic troubleshooting. Gain an understanding of the uses of HMI’s, RSlnx communications, using DDE topics and excel macros. Create an HMI project with graphics and animations. Learn to understand alarms, RSlinx communications, using DDE topics and excel macros. Create an HMI project with graphics and animations. Learn to understand alarms, activity logs, data and logging runtime. This course is a blend of online teaching and live lab sessions for hands on training. Certificate of completion will be awarded upon the completion of the technical skills assessment exam. Idaho SkillStack® Badge certificate will be awarded upon completion of technical skills assessment exam. This course is also approved for Idaho Electrical Journeyman CE of eight (8) hours.

Instructor: Joe Smith

Online Access: Oct 28 - Dec 21
Sat 8 am-2 pm Nov 2 - Dec 12
4 lab sessions WTC $1,200

Programmable Logic Controllers Level 4 Hybrid—Online

In this Hybrid online and lab course, students will gain a further understanding of the use of Control Logix and Ladder Logic programs. The class will begin with a review of FactoryTalk View/Studio 5000 and communication protocols between FactoryTalk applications and RSLogix program. The review portion includes most of the basic Allen Bradley Ladder Logic Instructions. From there, the students will move to more advanced features such as tasks, User Data Types (UDT), as well as structured text. Students will learn startup macro’s to provide high level security to an HMI application, create screens that animate aspects of industrial equipment, and provide smooth navigation schemes. Students will learn the threats posed by Malware, Phishing and Ransomware as well as be able to identify ways to prevent Cyber-attacks on the Industrial Control environment. Idaho SkillStack® Badge certificate will be awarded upon completion of technical skills assessment exam. This course is also approved for Idaho Electrical Journeyman CE of eight (8) hours.

Instructor: Joe Smith

Online Access: Jan 13 - Feb 29
Sat 8 am-2 pm Jan 18 - Feb 29
4 lab sessions WTC $1,300

Journeyman Continuing Education

Grounding and Bonding

Topics include the purpose of grounding and its operations, system grounding versus circuit grounding, the location of grounding connections, enclosure grounding, equipment grounding, methods of grounding, and bonding of services and transformers. This class meets the 8-hour requirement for Code Related CE Credits for journeymen.

Instructor: Charles Williams

M & T 5 pm-9 pm Sep 23 – Sep 24 $129
2 sessions WTC

RCW/WAC Update


Instructor: Charles Williams

Mon 5 pm-9 pm Oct 28 $69
1 session WTC

Alternate Energy Systems

Alternate energy systems are introduced including solar photovoltaic, geothermal, and wind farms. References will be made to the National Electrical Code - please bring your copy to class. Eight hours of Journeyman CE credit (Industry-related hours in Idaho).

Instructor: Charles Williams

M & T 5 pm-9 pm Oct 14 – Oct 15 $129
2 sessions WTC

2020 National Electric Code (NEC) Update

Meet Idaho and Washington requirements for 2020 National Electric Code change continuing education. Learn how to navigate, use and understand 2020 NEC as it applies to the electrical work you do. A copy of Mike Holt’s Changes to the NEC textbook is included. Bring your copy of 2020 NEC and a calculator to class. This class meets the 8-hour requirement for Code Update CE credits for journeymen.

Instructor: Charles Williams

M & T 5 pm-9 pm Nov 4 – Nov 5 $129
2 sessions WTC

Safety

HAZWOPER 40-hour Certification Training

Our 40-hour HAZWOPER course is specifically designed for workers who are involved in clean-up operations, voluntary clean-up operations, emergency response operations, and storage, disposal, or treatment of hazardous substances or uncontrolled hazardous waste sites. HAZWOPER 40 Hour is required for employees working on a project consisting of Uncontrolled Hazardous Waste Operation mandated by the Government.

Instructor: Anne Bailey

M-F 8 am-5 pm Oct 14 – Oct 18 $650
5 sessions WTC
HAZWOPER Refresher 8-hour Refresher Training

This class satisfies the OSHA requirement for annual 8-hour refresher training per 29 CFR 1910.120 or 29 CFR 1926.65. All participants in this class must have either a 40-hour or a 24-hour certificate (you need to bring the certificate to the class). This class is appropriate for anyone involved in clean up or assessment of hazardous waste sites. It is not applicable to emergency response personnel or TSD/RCRA facilities. Topics will include a review of the OSHA standard, an update on environmental regulations and current rulemaking, new OSHA initiatives including combustible dust, hazard analysis techniques and control measures, selection of chemical protective clothing, fire protection approaches and spill control methods. Certificates of completion will be awarded.

Instructor: Anne Bailey

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<thead>
<tr>
<th>Day</th>
<th>Session Times</th>
<th>Location</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wed</td>
<td>8 am-5 pm</td>
<td>WTC</td>
<td>$150</td>
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</table>

Forklift Operator Certification

Comply with the latest OSHA 29 CFR 1910.178 training requirements and earn forklift certification required for warehouse and other jobs.

Instructor: Dalena Tripplet

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<tr>
<th>Day</th>
<th>Session Times</th>
<th>Location</th>
<th>Cost</th>
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<tbody>
<tr>
<td>Fri</td>
<td>8 am-Noon</td>
<td>NIC Parker Technical Education Ctr.</td>
<td>$99</td>
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</tbody>
</table>

Flagger Certification

Start your career in traffic control by earning your Flagger Certification card now. This course meets the Idaho Transportation Department requirements and is accepted in Washington, Montana, and Oregon. Flagger certification is valid for three years and minimum age required is 18 years.

Instructor: Kathy Cardwell

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<tr>
<th>Day</th>
<th>Session Times</th>
<th>Location</th>
<th>Cost</th>
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<tbody>
<tr>
<td>Mon</td>
<td>9 am-4 pm</td>
<td>NIC Silver Valley Ctr.</td>
<td>$79</td>
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<tr>
<td></td>
<td>1 session</td>
<td></td>
<td></td>
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<tr>
<td>Mon</td>
<td>9 am-4 pm</td>
<td>WTC</td>
<td>$79</td>
</tr>
<tr>
<td>Wed</td>
<td>9 am-4 pm</td>
<td>NIC Sandpoint Ctr.</td>
<td>$79</td>
</tr>
<tr>
<td>Wed</td>
<td>9 am-4 pm</td>
<td>WTC</td>
<td>$79</td>
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Welding

Shielded Metal Arc Welding Certification (SMAW)

Gain fundamental skills in structural steel welding. Techniques taught in this 60-hour course will be in oxygen and acetylene cutting and welding and safe practices for shielded metal arc welding (SMAW). Prepare for and perform two skills tests for American Welding Society (AWS) qualification. Students provide their own personal protective clothing, including welding jacket or cotton overalls, gauntlet style welding gloves, and clear safety glasses. Textbooks are provided for in-class use.

Instructor: Jason James

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<tr>
<th>Day</th>
<th>Session Times</th>
<th>Location</th>
<th>Cost</th>
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<tbody>
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<td>M-Th</td>
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<td>$1,320</td>
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<td>NIC Parker Technical Education Ctr.</td>
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</table>

Gas Metal Arc Welding (GMAW)

Gain fundamental skills in structural steel welding. Techniques taught will be oxygen and acetylene cutting and welding and safe practices for gas metal arc welding (GMAW). There will be no certification/qualification for this class as GMAW-S is not in the structural welding code. Students provide their own personal protective clothing, including welding jacket or cotton overalls, gauntlet style welding gloves, and clear safety glasses. Textbooks provided for in-class use.

Instructor: Jason James

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<th>Day</th>
<th>Session Times</th>
<th>Location</th>
<th>Cost</th>
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<tbody>
<tr>
<td>M-F</td>
<td>5:30 pm-9 pm</td>
<td>NIC Parker Technical Education Ctr.</td>
<td>$869</td>
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</tbody>
</table>

Flux-Cored Arc Welding Certification

Gain fundamental skills in structural steel welding. Techniques that are taught will be a course in oxygen and acetylene cutting and welding and safe practices for flux-cored arc welding (FCAW), in all positions. Prepare for and perform two skills tests for American Welding Society (AWS) qualification. Students provide their own personal protective clothing, including welding jacket or cotton overalls, gauntlet style welding gloves, and clear safety glasses. Textbooks are provided for in-class use.

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<tr>
<th>Day</th>
<th>Session Times</th>
<th>Location</th>
<th>Cost</th>
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<tbody>
<tr>
<td>M-Th</td>
<td>5:30 pm-9 pm</td>
<td>NIC Parker Technical Education Ctr.</td>
<td>Oct 28 – Nov 21, 2019</td>
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</table>

Mine Safety

New Miner Training

These courses prepare new miners and contractors for safety and health hazards involved in surface and/or underground mining and meet U.S. Department of Labor–Mine Safety and Health Administration (MSHA) 30 CFR Parts 46 and 48 requirements for New Miner Training. Upon successful completion of the course, a 5000-23 Certificate of Training will be issued.

New Miner Training: Surface Part 46/48

This 3-day course will prepare New Miners and Contractors for Safety and Health hazards involved in surface mining. Topics include Miners Rights and Responsibilities, Industrial Hygiene, Water Hazards, Explosives, Fall Prevention, First Aid, Respiratory Protection, Powered Haulage Accident Prevention, Sliding Material Hazards, and much more.

Instructor: Jason James

<table>
<thead>
<tr>
<th>Day</th>
<th>Session Times</th>
<th>Location</th>
<th>Cost</th>
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<tbody>
<tr>
<td>M/T/W</td>
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<td>WTC</td>
<td>$300</td>
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<td>3 sessions</td>
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<td>NIC Parker Technical Education Ctr.</td>
<td>Sep 9 – Sep 11</td>
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<tr>
<td>M/T/W</td>
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<td>WTC</td>
<td>$300</td>
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<tr>
<td>3 sessions</td>
<td></td>
<td>NIC Parker Technical Education Ctr.</td>
<td>Nov 4 – Nov 6</td>
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</table>

New Miner Training: Underground Part 48

This 4-day course will prepare new miners and contractors for safety and health hazards involved in underground mining. Topics include Miners Rights and Responsibilities, Industrial Hygiene, Water Hazards, Explosives, Fall Prevention, First Aid, Respiratory Protection, Powered Haulage Accident Prevention, Sliding Material Hazards, and much more.

Instructor: Jason James

<table>
<thead>
<tr>
<th>Day</th>
<th>Session Times</th>
<th>Location</th>
<th>Cost</th>
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<td>M-Th</td>
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<td>Sep 9 – Sep 12</td>
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<td>M-Th</td>
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<td>$400</td>
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<tr>
<td>4 sessions</td>
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<td>NIC Parker Technical Education Ctr.</td>
<td>Nov 4 – Nov 7</td>
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</table>

Annual Refresher Training: Surface/Underground

This 1-day class will refresh Experienced Miners and Contractors in Safety and Health hazards involved in surface and underground mining. Topics include Miners Rights and Responsibilities, Industrial Hygiene, Water Hazards, Explosives, Fall Prevention, First Aid, Respiratory Protection, Powered Haulage Accident Prevention, Sliding Material Hazards, and much more. These courses meet the US Department of Labor–Mine Safety and Health Administration’s (MSHA) requirements per 30 CFR parts 48 for Annual Refresher Training and are designed for the Experienced Miner who has a current 5000-23.

Instructor: Jason James

<table>
<thead>
<tr>
<th>Day</th>
<th>Session Times</th>
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<th>Cost</th>
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<tr>
<td>Mon</td>
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<tr>
<td>Mon</td>
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<tr>
<td>1 session</td>
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<td>$80</td>
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</table>
So Many Opportunities

North Idaho College offers over 40 career and technical education (CTE) programs. Our CTE programs include 6-month, 1-year, and 2-year certificate and 2-year AAS degree options, which prepare individuals for employment in a wide variety of high-demand careers.

Aerospace

- Aviation Maintenance Technology Education
- Aerospace Advanced Manufacturing

Trades & Industry

- Automotive Technology
- Carpentry & Construction Technology
- Collision Repair Technology
- Computer Aided Design Technology – Architecture
- Computer Aided Design Technology – Mechanical
- Construction Management
- Diesel Technology
- Engineering & Technology Teacher Education
- Heating, Ventilation, Air Conditioning & Refrigeration
- Industrial Mechanic/Millwright
- Machining & CNC Technology
- Mechatronics
- Welding Technology
- Wastewater Treatment Plant Technician

Health Professions

- Medical Assistant
- Medical Laboratory Technology
- Pharmacy Technology
- Physical Therapist Assistant
- Radiography Technology
- Surgical Technology

Business Professions

- Accounting Assistant
- Business Management
- Administrative Office Management Technology
- Computer Applications
- Office Specialist/Receptionist
- Paralegal
- Virtual Administrative Assistant
- Computer Information Technology
- Cybersecurity & Networking
- Healthcare Computer Technician
- Network Security Administration
- Culinary Arts
- Graphic Design
- Web Design
- Law Enforcement
- Health Information Fundamentals
- Medical Administrative Assistant
- Medical Billing Specialist
- Medical Receptionist
Arts

**Stained Glass—Beginning**
Explore the art of creating stained glass in this fun and exciting six-week class. You will get step-by-step instructions as you create a free-form suncatcher using the copper foil art form of stained glass. Students order tools and materials for individually selected projects ($70 approximate cost) at first class.

*Instructor: Elaine Mobarry*

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<thead>
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<th>Days</th>
<th>Time</th>
<th>Dates</th>
<th>Cost</th>
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<tr>
<td>Wed</td>
<td>6 pm-9 pm</td>
<td>Sep 11 – Oct 16</td>
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<td>6 sessions</td>
<td>WTC</td>
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</table>

**Discovering Watercolor Painting**
Learn about various supplies needed to paint watercolors and how to use them. Use different drawing and watercolor painting techniques. Develop different compositional arrangements while using your favorite subjects. You will also learn to use values effectively, apply various color schemes and how to plan, develop and revise your own paintings.

*Instructor: Wes Hanson*

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<thead>
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<th>Time</th>
<th>Dates</th>
<th>Cost</th>
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<tbody>
<tr>
<td>Tue</td>
<td>6 pm-9 pm</td>
<td>Oct 8 – Oct 29</td>
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<td>WTC</td>
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**Drawing to Discover**
Discover how to see and draw the world around you using various mediums including pencil and colored pencil. Practice drawing individual subjects and subjects in scenes using contour lines and values. Add color to your drawings to bring them to life.

*Instructor: Wes Hanson*

<table>
<thead>
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<th>Days</th>
<th>Time</th>
<th>Dates</th>
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<td>4 sessions</td>
<td>WTC</td>
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**Acrylic Dot Art**
*NEW*
Learn about the Mandala, its purpose and how it can serve as a compliment to the healing arts. Creating beautiful images with dots using acrylic paints with common household items. Learn how to prepare a palette using a compass, ruler, and acrylic paint. The instructor will show you step-by-step how to create a symmetrical geometric pattern, known as a Mandala. You will be amazed at what comes through you by the instructors examples.

*Instructor: Susan Mayo*

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<tr>
<th>Days</th>
<th>Time</th>
<th>Dates</th>
<th>Cost</th>
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</thead>
<tbody>
<tr>
<td>Mon</td>
<td>5:30 pm-7:30 pm</td>
<td>Oct 7 – Oct 28</td>
<td>$49</td>
</tr>
<tr>
<td>4 sessions</td>
<td>WTC</td>
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**Fluid Art-Acrylic Pouring**
*NEW*
Learn a variety of techniques such as dirty pours, straight pours, flip cup and colander pours. Discover how to mix and prepare mediums to obtain the desired viscosity for fluid art. Prepare palettes and learn about creating cells and how to seal and preserve your finished product.

*Instructor: Susan Mayo*

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<th>Days</th>
<th>Time</th>
<th>Dates</th>
<th>Cost</th>
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<tbody>
<tr>
<td>Tue</td>
<td>6 pm-7:30 pm</td>
<td>Nov 5 – Nov 12</td>
<td>$37</td>
</tr>
<tr>
<td>2 sessions</td>
<td>WTC</td>
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<tr>
<td>Tue</td>
<td>6 pm-7:30 pm</td>
<td>Dec 3 – Dec 10</td>
<td>$37</td>
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<tr>
<td>2 sessions</td>
<td>WTC</td>
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Welding Craft Basics  
*Ages 16+ to adults*
Learn fundamentals of metalworking while creating a simple, yet elegant sculpture. Explore metal separation and joining processes. Cut and weld a project that you’ll be proud of. This class will focus on oxy-fuel setup and safety and wire feed welding. Clear safety glasses are required for the first class session and at all times in the lab. Required personal protective clothing will be discussed at the first session. This class is targeted for ages 16 thru adults.
*Instructor: Colleen Ward*
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<tr>
<th>T &amp; Th</th>
<th>6 pm-9 pm</th>
<th>Sep 10 – Sep 26</th>
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</thead>
<tbody>
<tr>
<td>6 sessions</td>
<td>NIC Parker Technical Education Ctr.</td>
<td>$399</td>
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</table>

**Dance**

*Let’s Dance*
Get dance ready for weddings, parties, and cruises. Learn a few popular, useful, and easy dance moves that can be used in many social situations. This course is for absolute beginners with easy steps and simple, clear instruction.
*Instructor: Rick Frangione*
| Tue | 6:30 pm-7:30 pm | Sep 3 – Sep 24 |
| 4 sessions | NIC C’d'A Campus | $49 |
| Tue | 6:30 pm-7:30 pm | Oct 8 – Oct 29 |
| 4 sessions | NIC C’d'A Campus | $49 |
| Tue | 6:30 pm-7:30 pm | Nov 5 – Nov 26 |
| 4 sessions | NIC C’d'A Campus | $49 |

**Graphic Arts and Photography**

*Sign up for all three classes for $199*

**Digital SLR Photography–Beginning**
Explore the bells and whistles of your digital SLR camera. Learn how a digital camera works, why it works the way it does, and how to use the features of your camera to create great pictures. Bring your digital camera and owner’s manual to class.
*Instructor: Drake Mesenbrink*
| M & W | 6:30 pm-8:30 pm | Sep 9 – Sep 18 |
| 4 sessions | NIC C’d'A Campus | $79 |

**Digital SLR Photography–Intermediate**
Advance your digital picture taking skills. Review the science and art of creating memorable photos using the timeless photographic principles of composition, lighting, and balance. Take memorable photos then interact with class members in a friendly critique of those photos.
*Completion of Digital SLR Photography Beginning is required.*
*Instructor: Drake Mesenbrink*
| M & W | 6:30 pm-8:30 pm | Sep 30 – Oct 9 |
| 4 sessions | NIC C’d'A Campus | $79 |

**Digital SLR Photography–The Art of Composition**
Discover techniques of taking stunning photographs of landscapes and nature, architecture, people, and activities. Train your eye to make better photos and create memorable images. Completion of Digital SLR Photography Intermediate is required.
*Instructor: Drake Mesenbrink*
| M & W | 6:30 pm-8:30 pm | Oct 21 – Oct 30 |
| 4 sessions | NIC C’d'A Campus | $79 |

**Mind and Body**

*Ballroom Dance Workout  
*Ages 16+ to adults*
Learn how to dance while tightening the belly, sculpting the waistline, and lifting those bums. Shed pounds and trim inches with this complete body-sculpting routine. Follow along and you will Cha-Cha, Samba, and Jive. No partner required.
*Instructor: Natalia King*
| Thu | 6 pm-7 pm | Sep 12 – Oct 10 |
| 5 sessions | NIC C’d'A Campus | $59 |
| Thu | 6 pm-7 pm | Oct 17 – Nov 21 |
| 5 sessions | NIC C’d'A Campus | $59 |

**Lower Back, Core and More**
A unique combination of Pilates, Yoga, strength conditioning, flexibility, and dynamic balance. Learn movements that elongate muscles, strengthen the back, and release tension, improving joint stability, balance and range of motion.
*Instructor: Natalia King*
| Tue | 6 pm-7 pm | Sep 10 – Oct 8 |
| 5 sessions | NIC C’d'A Campus | $59 |
| Tue | 6 pm-7 pm | Oct 15 – Nov 12 |
| 5 sessions | NIC C’d'A Campus | $59 |

**Yoga for You**
Come experience the many benefits of yoga. Your instructor, Gerry Bryak, is an experienced teacher trained in the Hatha tradition and is registered with Yoga Alliance. She will offer adaptations and gently guide you in the stretching and strengthening postures. Her classes include centering, seated and standing poses, balance and breathe work. Each class ends with a meditation/relaxation. Come experience the melding of body, mind, and spirit that a yoga practice offers YOU!
*Instructor: Gerry Bryak*
| Mon | 4:15 pm-5:15 pm | Sep 9 – Sep 30 |
| 4 sessions | NIC C’d'A Campus | $37 |
| Mon | 4:15 pm-5:15 pm | Oct 7 – Oct 28 |
| 4 sessions | NIC C’d'A Campus | $37 |
| Mon | 4:15 pm-5:15 pm | Nov 4 – Dec 9 |
| 4 sessions | NIC C’d'A Campus | $37 |

**Foundations of Mindfulness**
Cultivating mindfulness is one of the most beneficial and direct paths to reducing stress and living with more balance, ease and peace of mind. Guided instruction will teach you a variety of mindfulness meditation movements and practices that can be used in everyday circumstances.
*Instructor: Carol Ann Reager*
| Tue | 6:30 pm-8 pm | Sep 24 – Oct 29 |
| 6 sessions | NIC C’d'A Campus | $120 |

**Regain Health and Vitality-Whole Food Plant Based Eating**
Exciting health studies show the benefits of Whole Food Plant-Based eating that prevents and reverses heart disease, type 2 diabetes, hypertension, high cholesterol, obesity and more. Learn how the right foods can help you regain your health and vitality. You will be highly encouraged and motivated when you see the data and taste wonderful food samples. Each class will include a cooking demonstration with food samples that will show you how you can make healthy recipes in minutes. Recipe booklet will be provided.
*Instructor: Valerie Scafford*
| Thu | 6 pm-8 pm | Sep 19 – Oct 24 |
| 6 sessions | NIC C’d'A Campus | $109 |
Digestive Health and Nutrition—Let Food be your Medicine!  
NEW  
Take a journey through the digestive tract. Understand the roles that the stomach, small intestine, colon, liver, gall bladder, and pancreas play in helping to absorb nutrients efficiently, and how to reverse digestive ailments through nutrition and lifestyle choices. Everything we put in our mouth will cause chemical reactions within us, and the health of the digestive system will determine the body’s ability to produce healthy chemical balance in the body. Learn how to fine tune, regenerate, and maintain a healthy digestive system.  
Instructor: Karen Kibbey, MS  
M & W 6 pm-8 pm Oct 28 – Oct 30  
2 sessions WTC $59

Stress Management
Stress isn’t the enemy. It is our perceptions of stress that amp our anxiety and uses up all our steam. Turn stress into a stepping stone, not a stumbling block!  
Online: Oct 7 - Nov 1 $145

Money

Budgeting 101  
Take control of your financial life with a budgeting plan that’s simple, reasonable, and effective. Topics covered in this class will be the importance of financial goals, 5 steps to successful spending plan, managing your spending plan, and setting goals to put your plan into action. A light meal will be served, so plan to arrive a few minutes early.  
Instructor: STCU Credit Union  
Thu 6 pm-7:30 pm Oct 17  
1 session WTC FREE

How to Buy a Home with Average-to-Low Income  
Do you have a dream of owning your own home? First-time home buyers or experienced homeowners, this program is for you! The USDA Rural Development Program is the only 100 percent financing program available from the US Department of Agriculture. There is no required down payment for residential purchase on new or existing homes. Come learn more about this program, it’s easier than you think. Refreshments and a FREE Credit report will be available. Hosted by Darlene Kacalek, Christine Fisher-USDA and Veronica Gamsey-Loan Depot  
Wed 6 pm-8 pm Sep 18  
1 session WTC FREE  
Wed 6 pm-8 pm Nov 20  
1 session WTC FREE

The Savvy Seller Workshop  
This course will help empower homeowners to sell their homes themselves and save thousands of dollars. Learn how to successfully market and sell your home yourself. Learn the most common pitfalls of ‘For Sale by Owner.’ We will cover how to prep your home, how to market it correctly, what safety precautions you need to take when showing your home, what escrow actually is, choosing a title company to handle the closing, among many other important topics to help you become a savvy seller. Students will also have access to an online webinar after completing the course.  
Instructor: Kayla Dickson  
Sat 9 am-Noon Sep 14  
1 session WTC $109  
Sat 9 am-Noon Oct 12  
1 session WTC $109  
Sat 9 am-Noon Nov 2  
1 session WTC $109

Revocable Living Trust  
Learn about estate planning, trusts, and the probate process in Idaho. Understand the legal procedures that enable the transition of property to heirs by means of a living trust without court intervention. The transition of property after death can be smooth, efficient, and cost effective. Your instructor will use diagrams and copies of documents that he uses in his legal practice. This class provides unbiased, balanced information with no sales approach.  
Instructor: Richard Wallace  
Wed 6 pm-8 pm Oct 23  
1 session NIC Cd’A Campus $29

Medicare and Social Security  
Please join us to learn about the fundamentals of our current Medicare system, as well as upcoming changes and new information you will face during open enrollment this year. The information you will learn from this class will give you the education you need in order to be up-to-date and aware of your health and retirement options. Each paid participant may bring a guest for no additional fee, but will still need to be registered.  
Instructor: John Marcheso  
Tue 11 am-Noon Sep 24  
1 session WTC $29  
Thu 6 pm-8 pm Sep 26  
1 session NIC Cd’A Campus $29  
Tue 6 pm-8 pm Oct 8  
1 session NIC Cd’A Campus $29  
Thu 6 pm-8 pm Oct 10  
1 session NIC Cd’A Campus $29  
Tue 11 am-Noon Nov 5  
1 session WTC $29  
Thu 6 pm-8 pm Nov 7  
1 session NIC Cd’A Campus $29

Modern Retirement Planning  
This course is designed to help you comprehend the principles for a successful retirement. You will learn how to set reasonable goals based on your personal means. A primary objective will be to become familiar with the concepts and terminology that are frustrating to individuals approaching retirement age. The course is not biased toward any company or product, but rather focuses on the concepts needed to make informed decisions. With knowledge comes confidence! With confidence comes control! Take control of your retirement.  
Instructor: John Marcheso  
Tue 6 pm-8 pm Sep 17  
1 session NIC Cd’A Campus $29  
Tue 6 pm-8 pm Sep 24  
1 session NIC Cd’A Campus $29

Roadmap to Retirement  
Do you have a long-range plan for retirement? You are only in your 20’s, why think about retirement now? This class will help you determine your financial goals and give you the tools to accomplish your goals. Learn about investment strategies and how to avoid pitfalls that could divert you from achieving your financial retirement goals.  
Instructor: Dan Green  
Th 6 pm-7:30 pm Oct 17 – Oct 24  
2 sessions WTC $29
Retire on Purpose
People who seek meaning beyond themselves are healthier, happier and live longer. Before, at, and beyond retirement it is vital to our well-being that we maintain a strong sense of purpose. This course introduces concepts and exercises intended to help you begin to unlock your purpose. Reconciling your path to purpose revolves around a variety of personal priorities, such as social, financial, physical, mental and spiritual. We will help you create your life purpose statement and discover how you can put it into practice. Each paid participant may bring a guest for no additional fee.

Instructor: John Marcheso

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<tr>
<td>Sep 10</td>
<td>Tue</td>
<td>6 pm-8 pm</td>
<td>NIC Cd’A Campus</td>
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<td>Sep 12</td>
<td>Thu</td>
<td>6 pm-8 pm</td>
<td>NIC Cd’A Campus</td>
<td>$29</td>
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<tr>
<td>Nov 12</td>
<td>Tue</td>
<td>6 pm-8 pm</td>
<td>NIC Cd’A Campus</td>
<td>$29</td>
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The Changing Paradigm of Retiring in the 21st Century
Paul Elliott with Elliot Capital Management will cover: How to minimize taxes in tax-deferred retirement accounts; maximizing social security income; protecting against market loss during retirement; Long-term care planning; and estate planning. Rebecca Eyman with Coyle and Wytychak, Elder Law will also be joining Paul to share her expertise.

Instructor: Paul Elliott

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<th>Location</th>
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<tbody>
<tr>
<td>Oct 23 – Nov 13</td>
<td>Wed</td>
<td>6 pm-9 pm</td>
<td>WTC</td>
<td>$29</td>
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Veterans...Learn How to Buy a VA Home!
Are you a Veteran and want to buy a home with 100% financing? Veterans let us show you how to obtain your DD214 Certificate of Eligibility and how to buy a home with your VA Benefits! Please join us for this free informational session with Guest Speakers that specialize in VA Home Loans and VA Appraisal requirements. Refreshments and FREE Credit Report will be available.

Hosted by Darlene Kacakel and Julia Board of Treaty Rock Realty.

Instructor: Lucas Schell-Platinum Home Mortgage and VA Appraiser

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<th>Location</th>
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<tr>
<td>Aug 21</td>
<td>Wed</td>
<td>6 pm-8 pm</td>
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<tr>
<td>Oct 16</td>
<td>Wed</td>
<td>6 pm-8 pm</td>
<td>WTC</td>
<td>FREE</td>
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Recreation

Keelboat Sailing
There’s no better way to experience Coeur d’Alene Lake than by sailboat. Enjoy 12 hours of hands-on, keelboat sailing instruction aboard Outdoor Pursuits 26-foot teaching sloop. Spending the majority of our lesson time on the water ensures that the student has a better chance of retaining the information after the course is complete. Proper use of equipment, safety, and terminology are all covered. Students must be 18 years of age.

Instructor: Jacob Rothrock

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<th>Fee</th>
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<tr>
<td>Sep 7 – Sep 8</td>
<td>Sat &amp; Sun</td>
<td>9 am-4 pm</td>
<td>NIC Cd’A Campus</td>
<td>$245</td>
</tr>
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Dutch Oven Cooking
Become the pioneer of your camping crew! Dutch oven cooking is a unique and fun way to prepare delicious meals and desserts for your friends and family. From flaky-buttery biscuits to a warm fruit cobbler, anything that you can imagine can be cooked once you know the basic instructions. In this half-day class, you will learn the ins and outs of Dutch oven cooking, and you will get to enjoy a delicious meal. Join us for a new experience that will help make you the culinary crowd pleaser for all of your future outdoor adventures.

Instructor: Jacob Rothrock

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<tr>
<td>Sep 14</td>
<td>Sat</td>
<td>9 am-1 pm</td>
<td>NIC Cd’A Campus</td>
<td>$35</td>
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Avalanche Awareness Clinic
Play and travel safely in mountain snow this winter. Develop your avalanche awareness with knowledge and skills, including identification of avalanche terrain, basic decision making, and risks associated with winter backcountry travel. Learn to perform rescue through fast and efficient transceiver use. This course is designed for the backcountry beginner and should not substitute for Level 1 training. Course fee includes instruction, transportation, and avalanche equipment. Fees do not cover ski/snowboard/snowshoe rentals or meals.

Instructor: Jacob Rothrock

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<tbody>
<tr>
<td>Dec 4 – Dec 7</td>
<td>Wed</td>
<td>5:30 pm-8:30 pm</td>
<td>NIC Cd’A Campus</td>
<td>$95</td>
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<tr>
<td>Oct 1 – Oct 3</td>
<td>Sat</td>
<td>6 am-4 pm</td>
<td>NIC Cd’A Campus</td>
<td>$42</td>
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Special Interest

The Story of Chocolate: Journey through the Cacao Lands
Ages 14+ to adults
Discover the intriguing human history behind chocolate and its influence on American culture, literature and film. Then savor single origin chocolates made from beans grown in select regions of the tropics - geography never tasted so good! We will also explore the evolution of drinking chocolate and make some traditional Mexican hot chocolate together. You will take home extra eating chocolate and your very own molinillo (a Mexican wooden whisk). This class is targeted for ages 14-Adults

Instructor: Savina Darzes

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<tr>
<td>Oct 1 – Oct 3</td>
<td>T &amp; Th</td>
<td>6 pm-8 pm</td>
<td>WTC</td>
<td>$42</td>
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Stage Combat and Stunt Work
Ages 14+ to adults
This class is an introduction to Stage Combat and Stunt Work with seasoned Stuntman and Stunt Coordinator Jack Castle! Students will learn basic terminology and how the professionals on movie sets (and in stunt shows at Walt Disney World and Universal Studios) throw punches, are hit with breakaway props, and stunt/fights. Over the years, many of Mr. Castle’s stunt team members have gone on to work in film, at major theme parks in Florida, Disneyland Paris and around the globe. For those that complete the class, special consideration will be given for next summer’s auditions for the popular Stunt Show out at Silverwood Theme Park.

Instructor: Jack Castle

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<tr>
<td>Oct 22 – Nov 12</td>
<td>Tue</td>
<td>6 pm-8 pm</td>
<td>NIC Cd’A Campus</td>
<td>$195</td>
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</table>
How to Write a Book That Sells
This workshop series is designed for anyone interested in writing a novel, regardless of where they are in the writing process. Jack Castle, one of Amazon’s best-selling authors, will guide you through his step-by-step process of writing, editing, formatting and preparing your novel for agents and publishers. In addition to being a bestselling novelist with a traditional publishing house, three of his self-published books have been consistently ranked on Amazon’s Top 100 Bestselling Books! For more information about Jack Castle and his books, please visit his website: http://www.JackCastlebooks.com.
Instructor: Jack Castle
T & Th 6:30 pm-8:30 pm
Sep 10 – Sep 19 4 sessions
NIC Cd’A Campus $99

How to Become Published
This workshop series is designed for anyone interested in becoming a published author, regardless of where they are in the writing process. Jack Castle, one of Amazon’s best-selling authors, will guide you through the process of preparing your novel, contacting agents and publishers, and marketing your book. His first book, Europa Journal, was #1 on Amazon’s Bestseller list. Over the last three years his books have been consistently ranked on Amazon’s Top 100 Bestselling Books.
Instructor: Jack Castle
T & Th 6:30 pm-8:30 pm
Sep 24 – Oct 3 4 sessions
NIC Cd’A Campus $99

How To Self Publish
Jack Castle, one of Amazon’s best-selling authors, will guide you through the process of preparing your novel as an e-book and in print for Amazon, and marketing it online. In addition to being a bestselling novelist with a traditional publishing house, three of his self-published books have been consistently ranked on Amazon’s Top 100 Bestselling Books! For more information about Jack Castle and his books, please visit his website: http://www.JackCastlebooks.com.
Instructor: Jack Castle
T & Th 6:30 pm-8:30 pm
Oct 8 – Oct 17 4 sessions
NIC Cd’A Campus $99

Writing

Sign up for all three classes for $265.

Join the North Idaho College ALUMNI ASSOCIATION!
The NIC Alumni Association encourages a lifelong connection to North Idaho College by its alumni and friends.
Membership is free, and open to anyone who has completed at least 12 NIC academic credits or the first semester of a certificate course or apprenticeship program. You need not be a graduate to become a member.
The NIC Alumni Association unites individuals in an organization of thousands of alumni who have chosen to express their active support for NIC.
JOIN THE NIC ALUMNI FAMILY TODAY! www.nic.edu/alumni alumni@nic.edu
Maps to NIC/WTC

Map to the NIC Workforce Training and Community Education Center
525 S. Clearwater Loop, Post Falls
(208) 769-3333  www.workforcetraining.nic.edu

From I-90 Westbound:
Take the Pleasant View Rd. (Exit 2) exit. Turn south on Pleasant View Rd. to Riverbend Blvd., turn right. Go to Clearwater Loop (on your left). Turn left into the Riverbend Commerce Park and proceed to 525 S. Clearwater Loop. Free parking.

From I-90 Eastbound:
Take the Beck Rd. (Exit 1) exit. Turn left on W. Pointe Pkwy. to Riverbend Blvd., turn left. Go to Clearwater Loop (on your right). Turn right into the Riverbend Commerce Park and proceed to 525 Clearwater Loop. Free parking.

Map to the NIC Coeur d’Alene Campus
1000 West Garden Ave., Coeur d’Alene
(208) 769-3300  www.nic.edu

North Idaho College Locations

NIC Workforce Training and Community Education Center (WTC)
525 S. Clearwater Loop, Post Falls
(208) 769-3333  www.workforcetraining.nic.edu

NIC Coeur d’Alene Campus
1000 West Garden Avenue, Coeur d’Alene
(208) 769-3300  www.nic.edu

NIC at Sandpoint
102 South Euclid Street, Sandpoint
(208) 283-4594  www.nic.edu/sandpoint

NIC Silver Valley Center
323 Main Street, Kellogg
(208) 783-1254  www.nic.edu/silversvalley

NIC Bonners Ferry Center
6791 Main Street, Ste. B, Bonners Ferry
(208) 267-3878  www.nic.edu/bonnersferry

NIC Parker Technical Education Center
7064 West Lancaster Road, Rathdrum
(208) 929-4040  www.nic.edu/tech

From I-90 East or West, take the Northwest Boulevard Exit (Exit 11) and go south on Northwest Boulevard. Entrances to the college exist at Hubbard Street, River Avenue, and Mullan Avenue. Mullan Avenue is accessible Labor Day to Memorial Day only. For a detailed map of the NIC Coeur d’Alene campus, go to www.nic.edu/maps.

For parking guidelines, go to www.nic.edu/parking.
In Person
North Idaho College
Workforce Training Center
525 South Clearwater Loop
Post Falls ID 83854
Coeur d’Alene Campus
(Lee Kildow Hall)
1000 West Garden Avenue
Coeur d’Alene ID 83814

Online
Register online at
www.nic.edu/wtc

Mail
North Idaho College
Workforce Training Center
525 West Clearwater Loop
Post Falls, ID 83854-9400

Phone & Fax
Phone: (208) 769.3333  • Fax: (208) 769.3223

CLOSURES: The Workforce Training Center will be closed and classes will NOT be held Sept. 2, Nov. 27, 28, 29, and Dec. 25.

CLASS CANCELLATIONS: Courses are subject to cancellation if minimum enrollment is not met. If the Workforce Training Center cancels a class, you will be notified by telephone and/or email. Your registration fee will be fully refunded, or you can transfer to another class, or receive a voucher good for a future class.

GETTING A REFUND: To withdraw your registration and receive a full refund, you must notify our office at least three full business days before the class starts. Your full tuition can be refunded, transferred to another class, or you will be issued a voucher for a future class. If notice is received less than three full business days, we cannot issue refunds, transfers, or vouchers.

PARKING: The Workforce Training Center has over 200 free, well-lighted parking spaces.

SPECIAL ACCESS NEEDS: The Workforce Training Center is wheelchair accessible with convenient handicap parking.

NO OUT-OF-STATE TUITION: There is no additional charge for students who are not Idaho residents for classes offered through the Workforce Training Center.

North Idaho College is a tobacco-free campus. Thank you for your cooperation.

REQUEST FOR CONFIDENTIALITY
The NIC Workforce Training Center designates the following categories of student information as public or “Directory Information.” The following information may be disclosed by the institution for any purpose, at its discretion: student’s name, student’s address or phone number, dates of attendance, e-mail address, course schedule, or previous institutions attended. Currently enrolled students may withhold disclosure of any category of information under the Family Educational Rights and Privacy Act of 1947, as amended. To withhold disclosure, written notification must be received in the Workforce Training Center office. The North Idaho College Workforce Training Center assumes that failure on the part of any student to specifically request the withholding of categories of Directory Information indicates approval for disclosure.

Enroll online at www.nic.edu/wtc or call (208) 769-3333
Learning for Life
Classes weekly | Experienced instructors | Flexible schedules
www.nic.edu/wtc | (208) 769-3333

Boiler Steam Training
page 17

Computer Classes
pages 13 & 14

Acrylic Art Classes
page 21

Stage Combat & Stunt Work
page 24

North Idaho College
Workforce Training

&

DRIVE509
CDL Training - Testing - Rentals

www.nic.edu/cdl

YOUR ROAD TO A NEW CAREER

Four week courses starting monthly.
Call (208) 769-3333
Page 17

Learning for Life
Workforce Training & Community Education
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