



NORTH CAROLINA COMMUNITY COLLEGE SYSTEM

H. Martin Lancaster, President

August 1, 2006

RESPONSE DEADLINE: 8/11/06 & 8/28/06

Memorandum

To: Select HRD Directors/Career Start Coordinators
From: Robin Coates, HRD Director
Alicia Booker/Jan Hastings, Career Start Program Coordinators
Subject: Career Start Regional Training

The 2006 Career Start Regional Training will be held during the months of August and September throughout North Carolina. This training will focus on supplying colleges with the tools and techniques to prepare them for the next phase of the Career Start program. The training will be held at the four locations listed below:

Region	Date	Location	Building/Room	Time
Southeastern	Wednesday, August 16, 2006	Fayetteville TCC Fayetteville	Room 118 Continuing Ed. Bldg.	9:00 – 3:00
Central	Wednesday, September 13, 2006	Randolph CC Asheboro	Foundation Center Meeting Room	9:00 – 3:00
Western	Friday, September 15, 2006	Catawba Valley CC Hickory	Room 975 East Campus	*9:30 – 3:30
Northeastern	Monday, September 25, 2006	Nash CC Rocky Mount	Business & Industry Center	9:00 – 3:00

* Please note change in starting time

If you are unable to attend the training for your region, please feel free to attend one of the other sessions. Sessions are scheduled from 9:00 a.m. – 3:00 p.m., with the exception of the Western Region session that will begin at 9:30 a.m. Lunch will be on your own. For planning purposes, we will need colleges to pre-register. Please register by August 11, 2006 if you will attend the Southeastern session. If you will be attending one of the September sessions, please register by August 28, 2006. See attached registration form.

Attached you will find a list of the colleges located in each region, the pre-registration form, and a tentative agenda. You may fax the form to us at (919) 807-7169, or you may email your registration to Temeka Hester at hestert@nccommunitycolleges.edu. If you have questions, please contact your Career Start Coordinator at (919) 807-7157 for Alicia and (919) 807-7145 for Jan.

Attachments

S06-027
Email Copy

MAILING ADDRESS: 5003 MAIL SERVICE CENTER ~ RALEIGH, NC 27699-5003

Street Address: 200 West Jones Street ~ Raleigh, NC 27603-1379 ~ 919-807-7100 ~ Fax 919-807-7164

AN EQUAL OPPORTUNITY EMPLOYER

CAREER START
2006 REGIONAL TRAINING
Tentative Agenda

(Central, Southeastern and Northeastern Regions)

9:00-9:15 a.m.	Welcome & Introduction
9:15-9:30 a.m.	Career Start Update
9:30-10:15 a.m.	Regional Career Lattices
10:15 –10:30 a.m.	BREAK
10:30-11:15 a.m.	Internal & External Marketing Strategies
11:15-11:45 a.m.	Leveraging Resources
11:45 a.m. – 1:00 p.m.	LUNCH ***On Your Own***
1:00-1:45 p.m.	e-Employment: Internet Job Search
1:45-2:00 p.m.	BREAK
2:00-2:45 p.m.	Career Start Policy Game
2:45-3:00 p.m.	Wrap Up/Evaluation
3:00 p.m.	ADJOURNMENT

CAREER START
2006 REGIONAL TRAINING
Tentative Agenda
** WESTERN REGION ONLY **

9:30-9:45 a.m.	Welcome & Introduction
9:45-10:00 a.m.	Career Start Update
10:00-10:45 a.m.	Regional Career Lattices
10:45 –11:00 a.m.	BREAK
11:00-11:45 a.m.	Internal & External Marketing Strategies
11:45-12:15 p.m.	Leveraging Resources
12:15 p.m. – 1:30 p.m.	LUNCH ***On Your Own***
1:30-2:15 p.m.	e-Employment: Internet Job Search
2:15-2:30 p.m.	BREAK
2:30-3:15 p.m.	Career Start Policy Game
3:15-3:30 p.m.	Wrap Up/Evaluation
3:30 p.m.	ADJOURNMENT

Human Resources Development Career Start Regional Training

Registration Information

Please indicate number of people attending from college

Please print names as you want them to appear on your name tag.

Name(s):

College:

Phone:

Fax:

***For scheduling purposes, you must pre-register for this training.
Please indicate the location that you want to attend.***

	Please Check Preference	Location *	Building/Room	Time	Deadline For Pre-Registration
	Wednesday, August 16, 2006	Fayetteville TCC Fayetteville	Room 118 Continuing Ed. Bldg.	9:00 – 3:00	August 11, 2006
	Wednesday, September 13, 2006	Randolph CC Asheboro	Foundation Center Meeting Room	9:00 – 3:00	August 28, 2006
	Friday, September 15, 2006	Catawba Valley CC Hickory	Room 975, East Campus	9:30 – 3:30	August 28, 2006
	Monday, September 25, 2006	Nash CC Rocky Mount	Business & Industry Center	9:00 – 3:00	August 28, 2006

* **Directions to these locations will be sent with your confirmation notice.**

Please email or fax this form to:

Temeka Hester

hestert@ncccommunitycolleges.edu

Fax: (919) 807-7169

5003 Mail Service Center

Raleigh, NC 27699-5003

Career Start Regions

Central Region

Training Date: September 13, 2006

<u>Community College</u>	<u>County</u>
Piedmont CC	Person
Randolph CC	Randolph
Rockingham CC	Rockingham
Stanly CC	Stanly
Wake TCC	Wake

Southeastern Region

Training Date: August 16, 2006

<u>Community College</u>	<u>County</u>
Bladen CC	Bladen
Cape Fear CC	New Hanover
Fayetteville TCC	Cumberland
Richmond CC	Scotland
Robeson CC	Robeson
Sandhills CC	Hoke
Southeastern CC	Columbus

Northeastern Region

Training Date: September 25, 2006

<u>Community College</u>	<u>County</u>
Craven CC	Craven
Edgecombe CC	Edgecombe
Lenoir CC	Lenoir
Martin CC	Martin
Nash CC	Nash
Roanoke-Chowan CC	Hertford
Vance-Granville CC	Vance/Franklin
Wayne CC	Wayne

Western Region

Training Date: September 15, 2006

<u>Community College</u>	<u>County</u>
Asheville-Buncombe TCC	Buncombe
Blue Ridge CC	Henderson
Caldwell CC/TI	Caldwell
Catawba Valley CC	Catawba
Cleveland CC	Cleveland
Isothermal CC	Rutherford
McDowell TCC	McDowell
Mitchell CC	Iredell
South Piedmont CC	Union
Wilkes CC	Ashe/Wilkes