

SNAP EMPLOYMENT & TRAINING PROGRAM

If you are currently receiving SNAP benefits and have a high school diploma or GED, you may be eligible to take certain certificate programs at Goodwin College for FREE! Goodwin's short-term training certificates give you the skills to be successful in today's workforce.

OFFICE SUPPORT TRAINING – 6 WEEKS

This program is designed to provide training and services that improve employability for active SNAP recipients. Students will develop skills in the areas of:

- ← Computer Literacy
- ← World of Work ← Survival Skills ←
Diversity in the Workplace ←
Microsoft Office Suite ← Business
Communication Strategies ←
Career Management Workshop

This program is not credit bearing.

SECURITY GUARD & ADMINISTRATIVE TRAINING – 6 WEEKS

Students in this program will develop skills in the areas of:

- ← Computer Literacy
- ← World of Work ← Survival Skills ← Diversity in the Workplace ← Microsoft Office Suite
- ← Security Officer Certification Training/Guard Card Certification
 - ↔ Introduction to Private Security
 - ↔ Basic First Aid Information
 - ↔ Basic Criminal Justice
 - ↔ Search and Seizure
 - ↔ Use of Force
 - ↔ Public Safety Issues
 - ↔ Written Exam ← Observation & Documentation
- ← Communication & Report Writing for Security Officers
- ← Legal issues for Security Officers ← Career Management Workshop

This program is not credit bearing. Fees to register for the Security Officer's Training Certification Identification Card will be paid for by Goodwin College. Students will have post-completion career services follow-up assistance for 90 days by the Goodwin College Career Services Office.

HUMAN SERVICES ASSOCIATE – 15 WEEKS

These courses will provide students with a comprehensive introduction to the theory, knowledge, attitudes, values and skills necessary for one to become an effective human service professional.

HSR 101 – Introduction to Human Services

HSR 105 – Community Organization and Advocacy

MEDICAL BILLING AND CODING* – 45 WEEKS

This program will provide students with a rigorous academic plan that includes a mix of medical and insurance terminology, human anatomy and coding diagnostics all in preparation for the Certified Professional Coding exam to improve employability for active SNAP recipients. Students will enroll in the following courses:

← HSC 105 – Medical Terminology (3 Credits) ← BIO
101 – Concepts of Human Biology (3 Credits) ← MED 115
– Introduction to Insurance and Coding (3 Credits) ←
MCD 213 – CPT-4 Coding I (3 Credits) ← MCD 214 – CPT-4
Coding II (3 Credits) ← MCD 216 – ICD-10 Coding (3
Credits) ← CAP 110 – Computer Applications (3 Credits)
← MED 250 – Medical Office Management (3 Credits) ←
HSC 1xx – Health Science Elective (3 Credits) ← MCD 220
– Medical Coding Capstone (3 Credits)

BOOKKEEPING CLERK* – 45 WEEKS

This program will provide students with a comprehensive introduction and understanding of the role of accounting information in the business decision-making process utilizing industry-specific accounting software and related skills necessary for one to become an effective bookkeeper and improve employability for active SNAP recipients. Students will enroll in the following courses:

← ACC 101 – Principles of Accounting I (3 Credits) ←
ACC 210 – Principles of Accounting II (3 Credits) ← ACC
220 – Managerial Accounting (3 Credits) ← ACC 235 –
Accounting Information Systems (3 Credits) ← ACC 299 –
Accounting Capstone (3 Credits) ← BUS 1xx – General
Business Elective (3 Credits)

INSURANCE SALES AGENT* – 45 WEEKS

This program will provide students with a comprehensive introduction to sales and customer service along with a solid foundation in the principles of insurance rules and regulations culminating in a 180-hour externship allowing the student to apply acquired skills and improve employability for active SNAP recipients. Students will enroll in the following courses: ← BUS 125 – Sales and Service (3 Credits) ← BUS 123 – Principles of Insurance (3 Credits) ← OS 210 – Organizational Communications (3 Credits) ← BUS 225 – Insurance Software Management (3 Credits) ← BUS 299 - Externship (4 Credits)

MARKETING SUPPORT SPECIALIST* – 30 WEEKS

This program will provide students with an introduction to marketing principles and strategies while developing effective communication skills to improve employability for active SNAP recipients. Students will enroll in the following courses:

** Lifetime access to Career Services including job-search assistance, resume-writing, and mock-interviewing is available to graduates of this program.*

- ← COM 105 – Interpersonal Communication (3 Credits)
 - ← BUS 215 – Marketing (3 Credits)
- ← BUS 310 – Targeted Marketing and Social Media (3 Credits)

BASIC CNC PRODUCTION* – 48 WEEKS

The program teaches the student basic skills industry employers are seeking: problem solving, safety, quality, production processes, machining maintenance, and teamwork. The student will also develop technical drawing, specification, and mathematical skills, while learning about material properties and material processing in manufacturing. Combining classroom instruction and hands-on operation of our new CNC 3-axis milling and turning machines, students will gain the knowledge and machining experience that is required to be successful in the field. Students will develop skills in the areas of:

- ← BMM 101 – Key Principle of Manufacturing
*This course provides the opportunity for the student to take **two** national, portable credentialing exams with the Manufacturing Skills Standards Council.*
- ← BMM 140 – Principles in Manufacturing Mathematics
- ← BMM 175 – CNC Machining I ← BMM 240 – CAM I
- ← BMM 110 – Technology in Advanced Manufacturing
*This course provides the opportunity for the student to take **two** national, portable credentialing exams with the Manufacturing Skills Standards Council.*
- ← BMM 222 – Technical Drawings and Specifications

This program provides the opportunity for the student to take **four** national, portable credentialing exams with the Manufacturing Skills Standards Council.

MANUFACTURING & LOGISTICS* – 48 WEEKS

In this program, students will explore the exciting field of modern manufacturing. Students will be introduced to the concepts of production and its relationships to the local and global economy. The basic principles and practices of a modern manufacturing environment are explored. Students will develop skills in the areas of: ← BMM 101 – Key Principle of Manufacturing

*This course provides the opportunity for the student to take **two** national, portable credentialing exams with the Manufacturing Skills Standards Council.* ← BMM 125 – Manufacturing Logistics

*This course provides the opportunity for the student to take **one** national, portable credentialing exams with the Manufacturing Skills Standards Council.* ← BMM 110 – Technology in Advanced Manufacturing

*This course provides the opportunity for the student to take **two** national, portable credentialing exams with the Manufacturing Skills Standards Council.* ← BMM 126 – Introduction to Materials and Logistics Management ← BMM 221 – Warehouse and Distribution Center Management ← BMM 227 – Lean Supply Chain and Logistics Management

This program provides the opportunity for the student to take **five** national, portable credentialing exams with the Manufacturing Skills Standards Council.

CERTIFICATE IN MANUFACTURING & PRODUCTION* – 48 WEEKS

In this program, students will explore the exciting field of modern manufacturing. Students will be introduced to the concepts of production and its relationships to the local and global economy. The basic principles and practices of a modern manufacturing environment are explored. Students will develop skills in the areas of: ← BMM 101 – Key Principles of Manufacturing

* Lifetime access to Career Services including job-search assistance, resume-writing, and mock-interviewing is available to graduates of this program.

*This course provides the opportunity for the student to take **two** national, portable credentialing exams with the Manufacturing Skills Standards Council.* ← OS 101 – Team Dynamics and Individual Skills
← BMM 110 – Technology in Advanced Manufacturing
*This course provides the opportunity for the student to take **two** national, portable credentialing exams with the Manufacturing Skills Standards Council.* ← OS 210 – Organizational Communications
This course will be replaced with MATH 095 if needed ← BMM 135 – Green Manufacturing OR BMM 210: Lean Manufacturing Principles ← BMM 175 – CNC Machining I

HAZARDOUS MATERIALS MANAGEMENT (HAZWOPER)* – 15 WEEKS

This course provides an overview of the technical fundamentals of hazardous materials management with emphasis on physical and regulatory aspects of this work. Upon successful completion of this course, students receive a 40-hour OSHA HAZWOPER certificate. Students will develop skills in the areas of:

- ← History of HAZWOPER and Environmental Regulations
- ← Introduction to Select OSHA and Environmental Regulations
- ← Chemical Hazards – Physical & Health ← Safe Handling of Chemicals ← Ergonomics of Drum Handling
- ← Safety Communication & Environmental Justice ← First Responder Quick Identification of Generic Hazards of Materials

CERTIFICATE IN ACHIEVEMENT IN WATER MANAGEMENT – 45 WEEKS

The Certificate of Achievement in Water Management prepares students for the Connecticut Department of Health Services water treatment and distribution and small water systems operator management examination(s). Students will develop skills in the areas of:

- ← ENV 103 – Introduction to Environmental Science ← ENV 140 – Water Utility Management ← ENV 142 – Water Treatment Systems and Operations ← ENV 146 – Water Distribution Systems and Operations ← ENV 240 – Special Topics in Water Treatment **OR** ENV 242 – Special Topics in Water Distribution

WATER DISTRIBUTION OPERATIONS CERTIFICATE* – 45 WEEKS

The Certificate in Water Distribution Operations is to prepare students for the Connecticut Department of Health water distribution and small water systems operator management examination(s). Students will develop skills in the areas of:

- ← ENV 103 – Introduction to Environmental Science ← ENV 140 – Water Utility Management
- ← ENV 146 – Water Distribution Systems and Operations ← ENV 242 – Special Topics in Water Distribution ← Elective

** Lifetime access to Career Services including job-search assistance, resume-writing, and mock-interviewing is available to graduates of this program.*

Students may choose their electives from the following:

STAT 167 – Principles of Statistics

CAP 230 – Database Applications ENV

200 – HAZWOPER

WATER TREATMENT OPERATIONS CERTIFICATE – 45 WEEKS

The Certificate in Water Treatment Operations prepares students for the Connecticut Department of Health water treatment and small water systems operator management examination(s). Students will develop skills in the areas of:

← ENV 103 – Introduction to Environmental Science ←

ENV 140 – Water Utility Management ← ENV 142 –

Water Treatment Systems and Operations ← ENV 240 –

Special Topics in Water Treatment ← Elective

Students may choose their electives from the following:

STAT 167 – Principles of Statistics

CAP 230 – Database Applications ENV

200 – HAZWOPER

ENVIRONMENTAL HEALTH TECHNICIAN CERTIFICATE* – 45 WEEKS

The Certificate in Environmental Health Technician prepares students interested in becoming Environmental Health Technicians with regional health departments, industry, and institutions. Students will develop skills in the areas of: ← ENV 103 – Introduction to Environmental Science ← ENV 250 – Environmental Contaminants and Sanitation ← ENV 255 – Environmental Monitoring ← ENV 252 – Human Health and the Environment ← Elective

TO REQUEST MORE INFORMATION, CALL
860.727.6936 AND ASK FOR THE “SNAP PROGRAM”
TODAY!



Goodwin College is offering the SNAP Employment and Training Program in partnership with the Supplemental Nutrition Assistance Program.

Last modified: January 26, 2016 3:07 PM

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