

Regional Training Capacity Pilot Program – Grant Summary

Funded by the Workforce Training Fund Program

Organization Name	Courses Offered	Grant Description
<p>Bristol Community College</p> <p>Geography: Greater Fall River including Somerset, Swansea</p> <p>Amount: \$150,000</p> <p>Training Topic: Process Improvement</p> <p>To learn more about training opportunities contact: Robert Vitello 774-357-2165 Robert.Vitello@bristolcc.edu</p>	<ol style="list-style-type: none"> 1. Being a Lean Leader 2. Lean of the Office 3. Lean Quality tools 4. Lean/Six Sigma Business Process Improvement 5. Lean Safety 6S 	<p>BCC Workforce Center will work with employers in the Fall River Industrial Park Association and others in Greater Fall River to implement a comprehensive lean and lean/six sigma business process improvement training program to include multiple cycles of the following topics:</p> <ol style="list-style-type: none"> 1. Being a Lean Leader – 24 hours to prepare managers, engineering and project staff to effectively lead and commit to lean training projects 2. Lean of the Office – 28 hours to bring the benefits of lean to customer service, accounting, purchasing and other front office areas 3. Lean Quality tools – 20 hours to provide a foundation for understand how to use data to take action and uncover the root cause of process problems 4. Lean/Six Sigma Business Process Improvement – 40 hours to provide comprehensive lean/six sigma tools and techniques for use in simulation and real business process improvement projects 5. Lean Safety 6S – 16 hours to better integrate safety with process improvement to bring greater overall benefits to employees and the company
<p>GBMP (Greater Boston Manufacturing Partnership)</p> <p>Geography: Eastern Massachusetts</p> <p>Amount: \$200,000</p> <p>Training Topic: Process Improvement</p> <p>To learn more about training opportunities contact: Jamie Millman 617-287-7737 Jamie.millman@umb.edu</p>	<ol style="list-style-type: none"> 1. Process Improvement: Lean processes 	<p>GBMP will provide a series of eight Lean Certificate courses over a 2 year period. The course is held onsite at a company location for one day a week over an eight week period and combines lecture, simulation and hands on “tacit learning”. The course is designed to bring lean novices to a “practitioner level” able to identify waste and apply counter measures, as well as to provide a systemic overview of how a companywide program works in order to arm more experienced participants and potential lean leaders with the knowledge, tools and concepts needed to create, administer and sustain a long term lean program. It is an extremely versatile course that is ideal for companies that are looking to get started with lean, looking to create lean leaders for an existing program, need to get new workers up to speed on introductory concepts or are looking to build upon an employee’s basic lean knowledge with exposure to some more targeted tools.</p>

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<p>Massachusetts Manufacturing Extension Partnership, Inc.</p> <p>Geography: Statewide</p> <p>Amount: \$192,500</p> <p>Training Topic: Process Improvement</p> <p>To learn more about training opportunities contact: John Killam 508-831-7020 johnk@massmep.org</p>	<ol style="list-style-type: none"> 1. Principles of Lean Manufacturing 2. Principles of Lean Office 3. Value Stream Mapping 4. 5S Kaizen Overview 5. Best Practice Kaizen 6. Building a Successful Lean Team 7. Lean Management 8. Problem Solving for Lean 9. ISO Internal Auditor Workshop 10. Quality Improvement Skills 	<p>Utilizing a strategic approach, MassMEP transforms Massachusetts' companies by working with them to develop and implement a sustainable roadmap. Through systemic process improvement, our objective is grow your company's top and bottom line.</p> <p>A series of hands-on workshops will be offered to help Massachusetts manufacturers reduce process lead time to better service customers, reduce variation, reduce work-in-process inventory, reduce set-up times, reduce operational expenses, improve throughput and asset utilization, improve on-time delivery, improve product quality, improve cash flow, increase productivity, increase the number of inventory turns per year, open capacity for future growth opportunities, avoid unnecessary equipment expense and impact the bottom line.</p> <p>MassMEP will work with the Manufacturing Advancement Center Workforce Innovation Collaborative (MACWIC) and other partners to identify companies with training needs and recruit participants.</p>
<p>National Training Associates, Inc. (NTA)</p> <p>Geography: Berkshire, Franklin, Hampden and Hampshire counties</p> <p>Amount: \$200,000</p> <p>Training Topic: Process Improvement</p> <p>To learn more about training opportunities contact: Tamara Fricke 413- 789-3444 tfricke@ntainc.net</p>	<ol style="list-style-type: none"> 1. Lean Boot Camp 2. Lean Boot Camp for Supervisors 3. Lean Boot Camp for Champions 	<p>NTA will provide access to the Lean Boot Camp series to help organizations facilitate their operational, quality and budgetary objectives, while providing trainees with greater job security, more opportunities for promotion, and transferable skills.</p> <p>Lean Boot Camp will provide an introduction to Lean/Continuous Improvement terminology, measures and tools that are the foundation of this process improvement philosophy. This program is ideal for those with no prior experience with Continuous Improvement efforts.</p> <p>Lean Boot Camp for Supervisors is designed for team leaders, supervisors and managers who look to spearhead a Lean program within their organization. While introducing the fundamentals of a Continuous Improvement program, the role of the Process Improvement Champion will be emphasized, providing resources and guidance on how best to manage Continuous Improvement teams.</p> <p>Lean Boot Camp for Champions will provide participants with exposure to Lean and Six Sigma process improvement methodology. Participants will delve into Root Cause Analysis, Corrective Action and Problem Solving methodologies through Design of Experiments, FMEA and utilizing DMAIC processes. This program will prepare participants for Green Belt Certification upon completion.</p>

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<p>American Graphics Institute, LLC</p> <p>Geography: Greater Boston Area</p> <p>Amount: \$200,000</p> <p>Training Topic: Computer Skills</p> <p>To learn more about training opportunities contact: Christopher Smith 781-404-4078 csmith@agitraining.com</p>	<ol style="list-style-type: none"> 1. Photoshop - 3 Levels 2. InDesign – 3 Levels 3. Illustrator: Introduction 4. Illustrator: Advanced 5. Illustrator for Fashion, Apparel, & Accessories Design 6. User Experience Design 7. Dreamweaver: Introduction 8. HTML & CSS 9. HTML5 10. HTML Email 11. Responsive HTML Email 12. WordPress 13. Google Analytics 14. Responsive Web Design 	<p>American Graphics Institute delivers digital design computer skills training. Computer skills related to digital design are used across a wide range of industries and professions important to the Massachusetts economy. Companies involved in product design, manufacturing, computer and device application development, and web development all utilize digital design skills. Employees working in roles as varied as product designers, web developers, business analysts, graphic designers, and user experience designers benefit from these training programs.</p> <p>American Graphics Institute’s training programs help participants gain new skills working with digital design software tools, or keep skills current as technology changes. The training is focused on increasing productivity and allowing for companies and employees to be more competitive by improving both their design skills and the ease with which they use design tools. Courses delivered as part of the program at American Graphics Institute range from Photoshop and Illustrator through web platforms and languages used to craft websites and web apps.</p> <p>American Graphics Institute has delivered computer skills training for the past 19 years and our instructors have more than a decade of practical design experience.</p>
<p>Operation A.B.L.E of Greater Boston</p> <p>Geography: Greater Boston</p> <p>Amount: \$150,000</p> <p>Training Topic: Computer Skills</p> <p>To learn more about training opportunities contact: Mark Gyurina 617-542-4180 #128 mgyurina@operationable.net</p>	<ol style="list-style-type: none"> 1. MS Word – 3 Levels 2. MS Excel – 4 Levels 3. MS Access – 2 Levels 4. MS PowerPoint – 2 Levels 5. QuickBooks – 2 Levels 6. Internet Basics 7. MS Outlook – 2 Levels 8. Medical Practice Management Software 9. Computer Screen Navigation 10. Computer Maintenance and Security I and II 11. Overcoming Obsolete Microsoft Programming 12. Computer Essentials 	<p>Operation A.B.L.E. of Greater Boston will provide eligible companies with a wide range of courses designed to improve the computer skills of their incumbent workforce. Courses will include multiple levels of the five applications of Microsoft Office 2010/2013: Word; Excel; PowerPoint; Outlook; and Access as well as offerings in Screen Navigation for those workers in call center and customer service positions and a course, Computer Troubleshooting, which would provide administrative and non-IT benefit employers who may not have an extensive IT Department by providing workers with the basic hardware and software maintenance troubleshooting skills. Courses will also be offered in QuickBooks and Medical Practice Management Software for employers looking to upgrade the skills of their bookkeeping staff and of those employees working in medical office settings. Finally, a course for beginning computer users, Computer Essentials, will be offered to provide employees with a short, but intensive, understanding of the computer and its basic applications.</p>

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<p>Quaboag Valley Community Development Corporation</p> <p>Geography: Hampden, Hampshire and Worcester Counties</p> <p>Amount: \$157,500</p> <p>Training Topic: Computer Skills</p> <p>To learn more about training opportunities contact: Sheila Cuddy 413-967-3001 Sheila@qvcdc.com</p>	<ol style="list-style-type: none"> 1. Essentials Computer Skills, 2. Essentials Windows 8.1 Skills, 3. Microsoft Word levels 1,2, 4. Microsoft Excel levels 1,2 5. QuickBooks 1, 6. QuickBooks 2, 7. Microsoft Access 	<p>Quaboag Valley Community Development Corporation, a nonprofit community economic development and computer skills training provider based in Ware, proposes to provide computer training to businesses in Hampden, Hampshire, Franklin and Worcester counties.</p> <p>Quaboag Valley Community Development Corporation offers a full package of services to small businesses, including loans, technical assistance and business planning classes. Over time they have learned that improving existing employees' computer skills is a constant challenge for employers. The barriers to training workers include the pace of change (it's not easy to keep current with all of the software and skills they need- ex, the switch from Windows XP to Windows 7 or 8), the opportunity cost of employees being away during work time, travel time (especially from rural communities), the cost of training, the number of employees needing training and inconvenient schedules of training providers.</p>
<p>Associated Industries of Massachusetts</p> <p>Geography: Statewide</p> <p>Amount: \$200,000</p> <p>Training Topic: Supervisory Skills</p> <p>To learn more about training opportunities contact: Lori A. Bourgoin 617-488-8341 lbourgoin@aimnet.org</p>	<ol style="list-style-type: none"> 1. The Emerging Role of the Front-Line Leader 2. Setting Priorities, Defining Objectives, Managing Time 3. Developing a Leadership Style 4. Effective Communications 5. Developing Your People 6. Leading a Multi-Cultural Work Force 7. Today's Legal Environment 8. Resolving Conflict & Solving Problems 9. Building Your Team Through Working Together 10. Utilizing Your Front-Line Leadership Toolkit 	<p>AIM management and human resource services increase workforce productivity and improve the recruitment, retention and training of talented people. The Supervisory Skills Development course is designed to train both new and seasoned supervisory and management personnel.</p> <p>The AIM Supervisory Skills Development course consist of 10 classes, each delivered in an interactive manner that builds the skills and confidence necessary for supervisors and managers to succeed in setting priorities, managing time, communicating effectively, developing performance, problem solving, team building, managing a multi-cultural and multigenerational workforce, mentoring, discovery of one's leadership style, managing conflict within a team, confidence in making decisions, and understanding legal compliance obligations.</p>

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<p>North Shore Community College</p> <p>Geography: Beverly, Danvers, Essex, Gloucester, Lynn, Peabody, Salem, Saugus, Wakefield and other North Shore communities</p> <p>Amount: \$200,000</p> <p>Training Topic: Supervisory Skills</p> <p>To learn more about training opportunities contact: Dianne Palter Gill 978-236-1225 dpalterg@northshore.edu</p>	<ol style="list-style-type: none"> 1. Role of the Supervisor 2. Time Management 3. Supervisor Skills 4. Motivation and Managing Conflict 5. Honest and Difficult Conversations 6. Effective Delegation 7. Employee Labor Laws & You 8. Performance Management I: Managing Daily Employee Performance 9. Performance Management II: Mastering the Performance Review 	<p>Corporate Training Solutions at North Shore Community College will provide a supervisory skills training program entitled “Essential Skills for Supervisors”. This nine-module, 27-hour, instructor-led series uses a variety of methodologies including lecture, case studies, small group exercises, role playing, and experiential learning activities.</p> <p>Participants will come from varied sectors in the greater North Shore region such as financial services, hospitality, manufacturing, IT, and health care. Organizations from all sectors have expressed a need for skilled supervisors and a strong interest in this program.</p>
<p>Center for Manufacturing Technology (CMT)</p> <p>Geography: Merrimack Valley, Metro North, and North Shore</p> <p>Amount: \$200,000</p> <p>Training Topic: Manufacturing Skills</p> <p>To learn more about training opportunities contact: Joanna Dowling 781-935-4940 x116 jdowling@customgroupusa.com</p>	<ol style="list-style-type: none"> 1. Introduction to General Machine Shop Practices 2. Manufacturing Best Practices for Success 3. Blueprint Reading & Mastercam 2D 4. Mastercam 2D & 3D 	<p>The Center for Manufacturing Technology will provide precision manufacturing companies on the North Shore and in the Metro North Region of Massachusetts with Manufacturing Skills training for their employees.</p> <p>These courses were chosen for the Regional Training Capacity Pilot based on previous and prospective demand, as well as to provide employers with diversity in training topics, scope, and employee time commitment. Our delivery schedule addresses the need for participating employers to minimize business disruption while employees are off the floor and in training. With the exception of Introduction to General Machine Shop Practices, all courses will be offered twice during the course of the pilot.</p>