

Professional Development



Real Estate Continuing Education

Taught by Ron Kelton of Kelton Schools in Jonesboro, this course will cover important 2010 contract changes. Participants will receive six hours of Real Estate continuing education credit. A light lunch will be provided.

Tuesday, January 19th

9:00 am – 4:00 pm

Fee: \$50

Learning Resource Center - Room B129

How to Sell Yourself in an Interview

Designed to provide you with strategies and techniques for a successful job interview, this workshop will help you learn how to market yourself so you finally hear the words, "You're hired!"

Friday, January 29th

10:30 am – 12:00 pm

Friday, April 23rd

10:30 am – 12:00 pm

Fee: \$10

Learning Resource Center - Room

B129



How to Write Your Resume

Today's tough job market demands a resume which stands out but doesn't stick out. This workshop will assist you in developing a dynamic and effective resume that matches your skills to what employers want. Start from scratch or bring your current resume in for a critique.

Friday, January 29th

9:00 am – 10:30 am

Friday, April 23rd

9:00 am – 10:30 am

Fee: \$10

Learning Resource Center - Room B129

Healthcare Provider CPR

The BLS Healthcare Provider Course teaches CPR skills for helping victims of all ages (including ventilation with a barrier device, a bag-mask device, and oxygen); use of an automated external defibrillator (AED); and relief of foreign-body airway obstruction (FBAO). This course is intended for participants who provide health care to patients in a wide variety of settings.

Friday, February 5th or Friday, April 9th

9:00 am – 1:00 pm

Fee: \$40 (includes required manual)

Learning Resource Center - Room B129

ServSafe®

Food safety training is a non-negotiable activity for all members of the restaurant and food service industry. To decrease the risk of food borne illness outbreaks, take advantage of the National Restaurant Association's ServSafe program. This training will provide value beyond certification and is the industry's best day-to-day food safety resource. It is essential to keep your operation current with updated regulations, best practices and science based information.



Tuesday – Thursday, February 23rd – 25th

1:00 pm – 5:00 pm (test will be administered on the final day beginning at 1:00 pm)

Fee: \$120

Learning Resource Center - Room B129

Business Grammar Skills

Recognize the three C's of writing—clarity, conciseness, and correctness—and become a more efficient, effective writer. This three-hour class will specifically address sentence structure, tone, positive and inclusive language, parallelism, coherence, fillers, long lead-ins, buried verbs, slang, and punctuation rules. Handouts will be provided, and writing assignments will be completed during the class.

Friday, March 5th

9:00 am – 12:00 pm

Fee: \$39

Learning Resource Center - Room B129



Online Professional Development Courses for K-12 Educators

EACC has partnered with ed2go to offer Arkansas educators the opportunity to earn continuing education units (CEUs) online, anytime. EACC and ed2go are approved professional development providers by the Arkansas Department of Education.

A to Z Grant Writing (US)	Integrating Technology in the Classroom	Solving Classroom Discipline Problems II
An Introduction to Teaching ESL/EFL	Leadership	Spanish in the Classroom
Creating K-12 Learning Materials	Microsoft Excel 2003 in the Classroom	Speed Spanish
Creating a Classroom Web Site	Microsoft Excel 2007 in the Classroom	Survival Kit for New Teachers (US)
Creating the Inclusive Classroom: Strategies for Success	Microsoft PowerPoint 2003 in the Classroom	Teaching Math: Grades 4-6
Creating Web Pages	Microsoft PowerPoint 2007 in the Classroom	Teaching Science: Grades 4-6
Differentiated Instruction in the Classroom	Microsoft Word 2003 in the Classroom	Teaching Students With Autism: Strategies for Success
Easy Classroom Podcasting	Microsoft Word 2007 in the Classroom	Teaching Writing: Grades 4-6
Enhancing Language Development in Childhood	Practical Ideas for the Adult ESL/EFL Classroom	The Classroom Computer
Get Assertive!	Ready, Set, Read!	The Creative Classroom
Guided Reading and Writing: Strategies for Maximum Student Achievement	Response to Intervention: Reading Strategies That Work	Understanding Adolescents
Guided Reading: Strategies for the Differentiated Classroom	Singapore Math Strategies: Model Drawing for Grades 1-6	Using the Internet in the Classroom
Guiding Kids on the Internet	Singapore Math: Number Sense and Computational Strategies	Working Successfully With Learning Disable Students
	Solving Classroom Discipline Problems	

****To register for EACC's ed2go courses, go to www.ed2go.com/eacc***



Customized Training at East Arkansas Community College



Working Together: Boar's Head, EACC form partnership for training.

- ... establishes partnerships with business and industry to develop training and education courses unique to the organization's specific needs.
- ... is one of the most affordable and effective ways to provide your staff with the professional development they need to sharpen your company's competitive edge.
- ... enables organizations to achieve performance goals by developing learning solutions, which add value and reduce costs.

For all your training needs,
contact Tiffany Billingsley
870-633-4480, ext. 289
tbillingsley@eacc.edu

The Department of Continuing Education and Workforce Development also offers the... Career Readiness Certificate

The Arkansas Career Readiness Certificate (CRC) can help you reduce turnover, overtime and waste, and take the guesswork out of the selection process! The certificate is a credential developed by ACT WorkKeys® and signed by the governor that confirms to employers that an individual possesses basic workplace skills in Reading for Information, Applied Mathematics, and Locating Information - skills that all jobs require. For more information contact Tiffany Billingsley at 870-633-4480, ext. 289 or tbillingsley@eacc.edu

