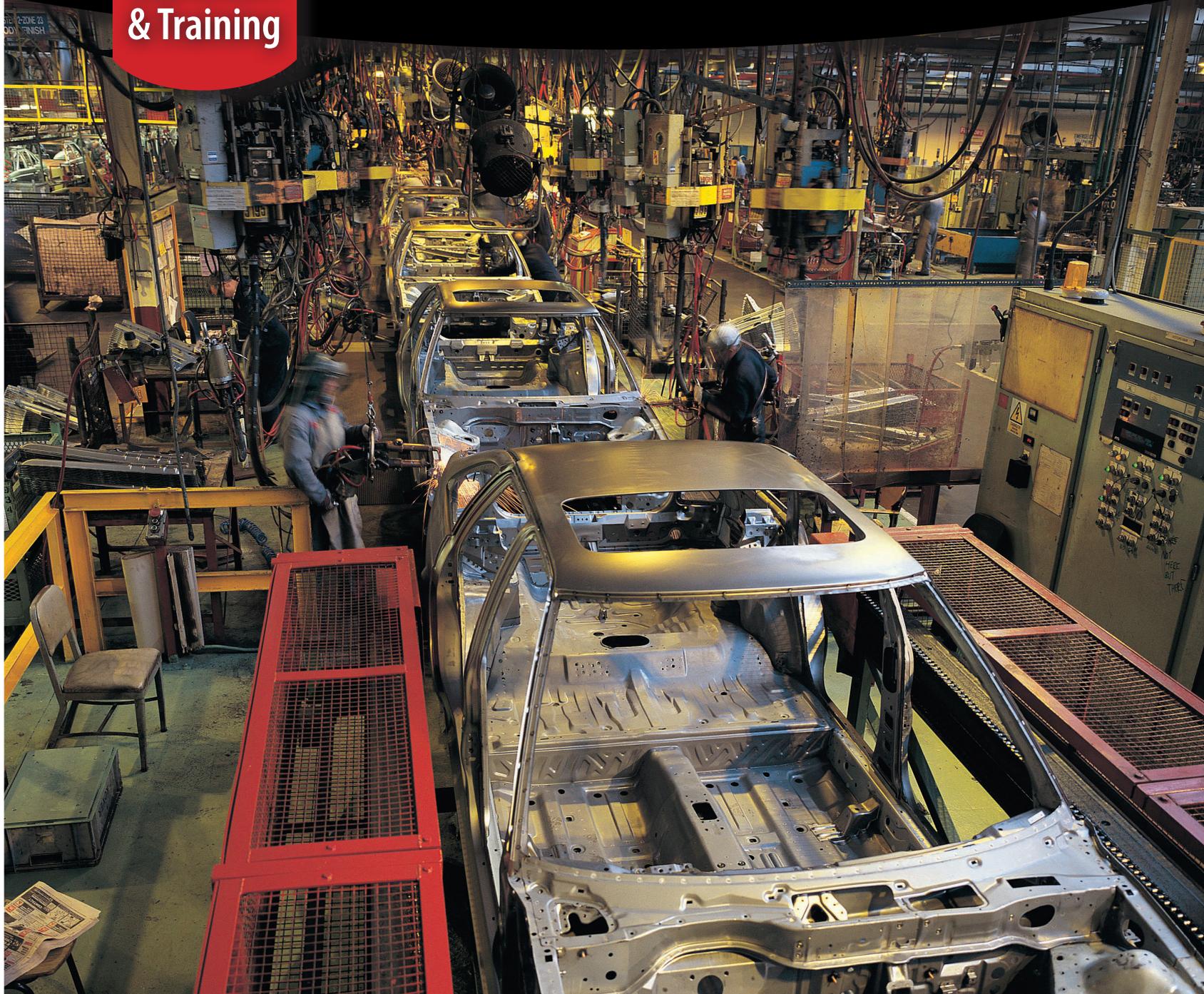


# 2

Education  
& Training

## Job Vacancy, Education, and Training Analysis for Southwest Ohio: Results from a Tri-State Study

December, 2007



This report was prepared by the Institute for Policy Research at the University of Cincinnati under contract number 07-05-017 from the Butler County Work Place, Butler County's Department of Job & Family Services, Hamilton, Ohio.

### **Project Manager and Principal Investigator**

Beth Walter Honadle, Ph.D., Director, IPR

### **Co-Leaders of Project Teams**

Eric W. Rademacher, Ph.D.,  
Senior Associate Director, IPR

Mark A. Carrozza, M.A.,  
Senior Research Associate, IPR

### **Research Team Members**

Mark A. Carrozza, M.A., Senior Research Associate, IPR  
Jennifer Chubinski, MSPPM, Junior Research Associate (Data Manager), IPR  
Richard W. DePrato, Jr., M.A., Records Management Officer II (Research Assistant), IPR  
Kim Downing, Ph.D., Senior Associate Director, IPR  
Joseph Heitfeld, Student Worker, IPR  
Beth Walter Honadle, Ph.D., Director, IPR  
Charles V. Hulen, M.A., Junior Research Associate (Survey Research), IPR  
Karole A. Moore, B.S., Business Administrator  
Amal Paul, M.C.A., Web Developer, Digitek  
Eric W. Rademacher, Ph.D., Senior Associate Director, IPR  
Patricia Rizzo, Office Manager, IPR  
Melissa J. Smith, B.A., Junior Research Associate (Field Manager), IPR  
Prasad Chand Uppuleti, M. Tech (CSE), Data Base Administrator, Digitek

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### Introduction and Project Overview

The Workforce One Investment Board of Southwest Ohio sponsored a vacancy analysis of the southwestern Ohio (Greater Cincinnati) area, including available training and education resources. This study – Job Vacancy, Education, and Training Analysis for Southwest Ohio – targets economic dislocation, including potential closings and layoffs of employees. The University of Cincinnati Institute for Policy Research (IPR) designed, administered, and analyzed surveys completed by employers and education and training providers in southwestern Ohio, northern Kentucky and southeastern Indiana. The IPR surveyed *businesses* regarding job vacancies and job eliminations and *training and education providers* regarding training programs in the study region.

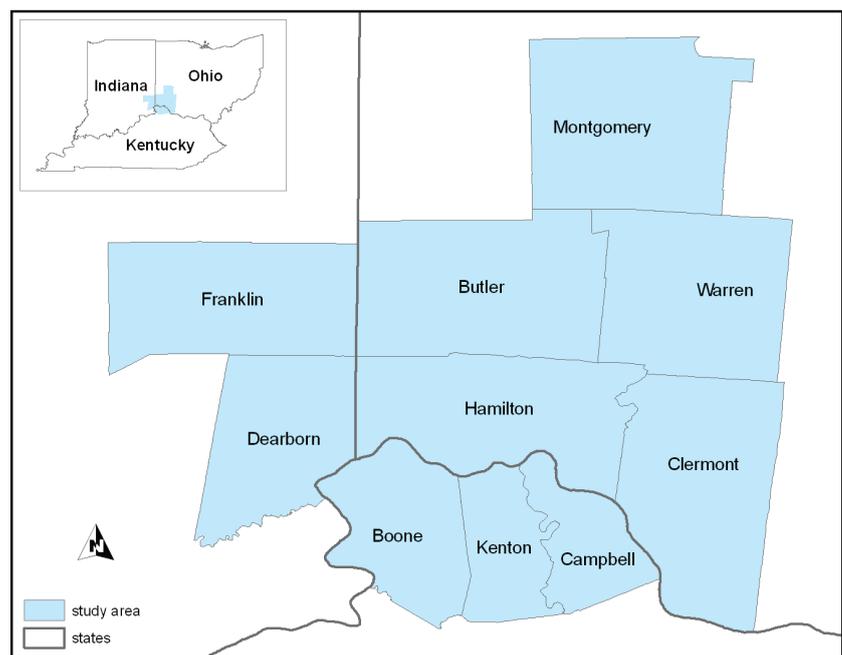
The purpose of our research and this narrative report is to help businesses, workforce education and training providers, policy makers, and the general public, understand the workforce development needs of the designated region. This narrative report – *Job Vacancy, Education, and Training Analysis for Southwest Ohio: Results from a Tri-State Study, Vol. 2 Education and Training* – reports on the job training and education resources available in the study area, as reported by providers of education and training. A companion report – *Job Vacancy, Education, and Training Analysis for Southwest Ohio: Results from a Tri-State Study, Vol. 1 Job Vacancies* – is focused on job vacancies and job eliminations as reported by employers.

### The Study Area

This volume presents analysis of data from a survey of *workforce training providers* in the Greater Cincinnati Region. For purposes of this study that region is defined as Butler, Clermont, Hamilton, Montgomery, and Warren Counties in Ohio; Dearborn and Franklin Counties in Indiana; and Boone, Campbell, and Kenton Counties in Kentucky. Figure 1 is a map of the study area.

Our analysis is based on 64 completed

Figure 1: Map of the Tri-State Study Area



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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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surveys, 8 from post-secondary institutions and 56 from training and education providers in the region.

The focus of the training and education survey – conducted in November and December 2007 via U.S. mail and the World Wide Web – was on the type of workforce training available in the region. There were two separate surveys: one for post-secondary institutions and one for training and education providers. Appendix 1 contains the invitation letter, instructions, and survey instrument sent to post-secondary institutions and Appendix 2 contains the invitation letter, instructions, and survey instrument sent to training and education providers.

Appendix 3 provides technical details on the survey methodology used to collect the data from the education and training providers and post-secondary institutions.

In addition to the survey results, we have provided a list of education and training resources available in the study region, as Appendix 4. As this list shows, there are numerous training and education resources in the study region. This list was obtained from secondary research. There may be overlap between the results from the survey (see Appendices 5 and 6) and the members of the education consortia in the Tri-State area listed in Appendix 4.

This report provides a snapshot of education and training opportunities as reported by education and training providers and post-secondary institutions in the region who responded to a survey at a particular interval in the fall of 2007. Thus, it does not capture information that was not reported by those education and training facilities and post-secondary institutions. Nor does it include anything that might have been developed for general or target clientele after the survey period ended on December 11, 2007. For example, in the wake of an announced layoff of 340 auto workers at a General Motors plant in Moraine, Ohio (Montgomery County), a training provider might respond with new or expanded programs.

### **Jobs for the Economy of Tomorrow System (JETS)**

The two narrative reports (volumes 1 and 2) summarize and analyze some of the information that is now available via the Internet at the

Web site of Workforce One of Southwest Ohio at [www.swohioworkforce.com](http://www.swohioworkforce.com). Follow the link to the **Jobs for the Economy of Tomorrow System (JETS)**. The **Jobs for the Economy of Tomorrow System** (or **JETS**) serves two purposes: collecting data and producing customized reports.

The IPR designed and developed **JETS** for the Job Vacancy, Education, and Training Analysis for Southwest Ohio project to collect the information discussed in the complementary narrative reports and to be the platform for future data collection from employers and education and training providers in the region. The system was designed for use by the staff of the Workforce One Investment Board of Southwest Ohio (where the system will be maintained and managed), businesses and establishments, training and education facilities, policy makers, and the public. **JETS** allows users to prepare print-quality reports in PDF format. The education reports on **JETS** allow the user to query individual training and education providers or create a PDF report of all education responses. The education survey was done in two separate surveys — one for education and training providers and one for post-secondary institutions. The reporting is separate for these two respondent groups. Please see Appendices 5 and 6 for two examples of education reports from **JETS**.<sup>1</sup>

*The Jobs for the Economy of Tomorrow System (or JETS) serves two purposes: collecting data and producing customized reports ... JETS allows users to prepare print-quality reports in PDF format.*

### State-sponsored Workforce Centers in the Study Area

The map below shows a sampling of state-sponsored workforce training centers in the study area. With a few exceptions, most centers provide employment information and training services in the same location. They have different names (e.g., One-Stops, WorkOne Centers) depending on the state, but they are functionally similar.

Ohio<sup>2</sup>:

<http://www.ohioworkforce.org/jobseekers/onestopmap.stm>

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<sup>1</sup>Note that these reports are based on data that were in **JETS** as of December 11, 2007. Thus, any surveys returned after we began our analysis are not reflected in these reports. These samples are for illustrative purposes only in order to demonstrate the capabilities of this system to readers of this report.

<sup>2</sup>Hamilton County has three job-search centers and one training center. Only the training center has been included on the map.

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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Kentucky:

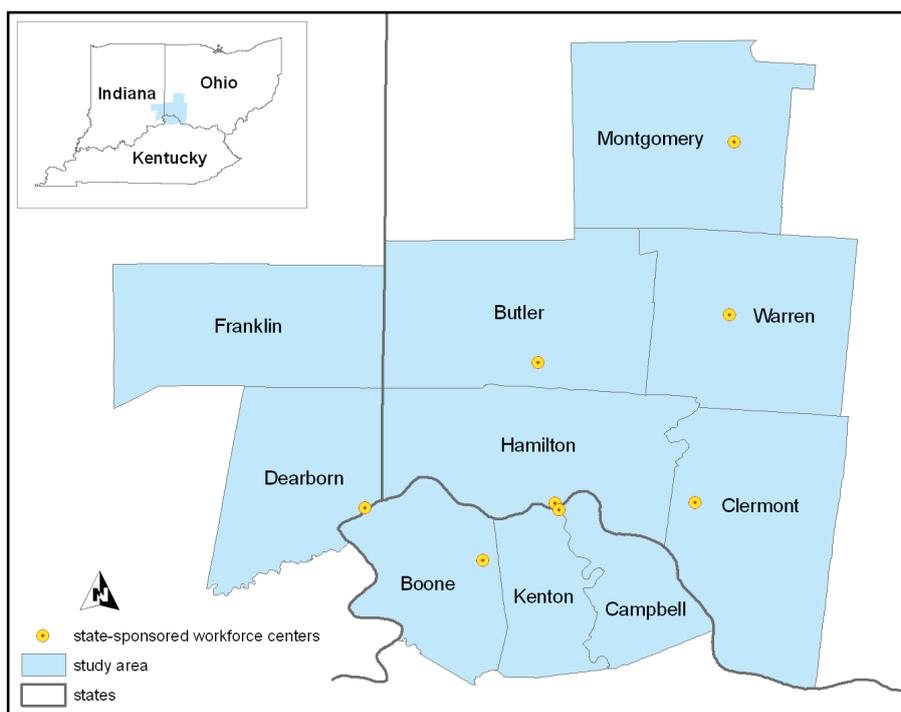
<http://www.oet.ky.gov/des/office/office.asp>

Indiana:

<http://www.state.in.us/dwd/2359.htm>

This map does not include centers that serve the study region, but are headquartered outside the region.

**Figure 2: Map of the Study Area, including a Sampling of State-Sponsored Workforce Training Centers**



### Workforce Training

The post-secondary survey was shorter because it was not necessary to ask for basic details about the organizations. On the post-secondary survey we collected data on the types of training provided, frequency of course offerings and minimum requirements for enrollment. In addition we asked questions about the courses in the greatest demand, job placement services, and plans for new courses and programs. See the survey instrument in Appendix 1 for the complete list of questions asked.

On the training and education survey we asked training and education providers to describe their organization and the services they provide. In particular, we collected data on the number of education staff, training budget, and number of years they have been doing workforce training. We also collected data on the types of training provided, frequency of course offerings and minimum requirements for enrollment. In addition, we asked questions about courses in the greatest demand, job placement services, and plans for new courses and programs. See the survey instrument in Appendix 2 for the complete list of questions asked.

### Qualification Regarding Interpretation of the Data

The analysis contained in this report is based on self-reported data obtained from a sample survey of training and education providers in the Greater Cincinnati area conducted in November and December 2007. Generalizations reported herein are applicable only to the 64 organizations for which the University of Cincinnati Institute for Policy Research had received surveys by December 11, 2007.

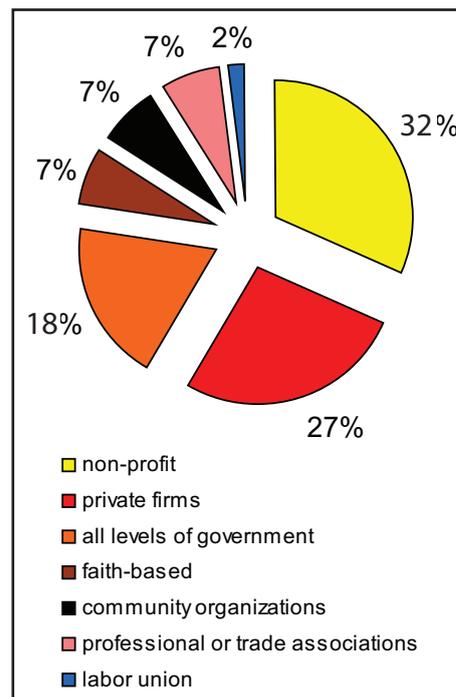
## Results

The results from the training and education survey are presented in the following pages.

### Organizations in the Survey

Training and education providers were asked to describe what type of training organization they are. The results of this question are presented at right (Figure 3). Of the fifty-six (56) training and education providers who responded to the survey, the largest number described their organizations as non-profit organizations (32%), private firms (27%), or some level of government agencies or programs (18%) (This includes federal, state, county, and city government).

**Figure 3: Response to question, "Which of the following best describes your organization?" (mark all that apply)**

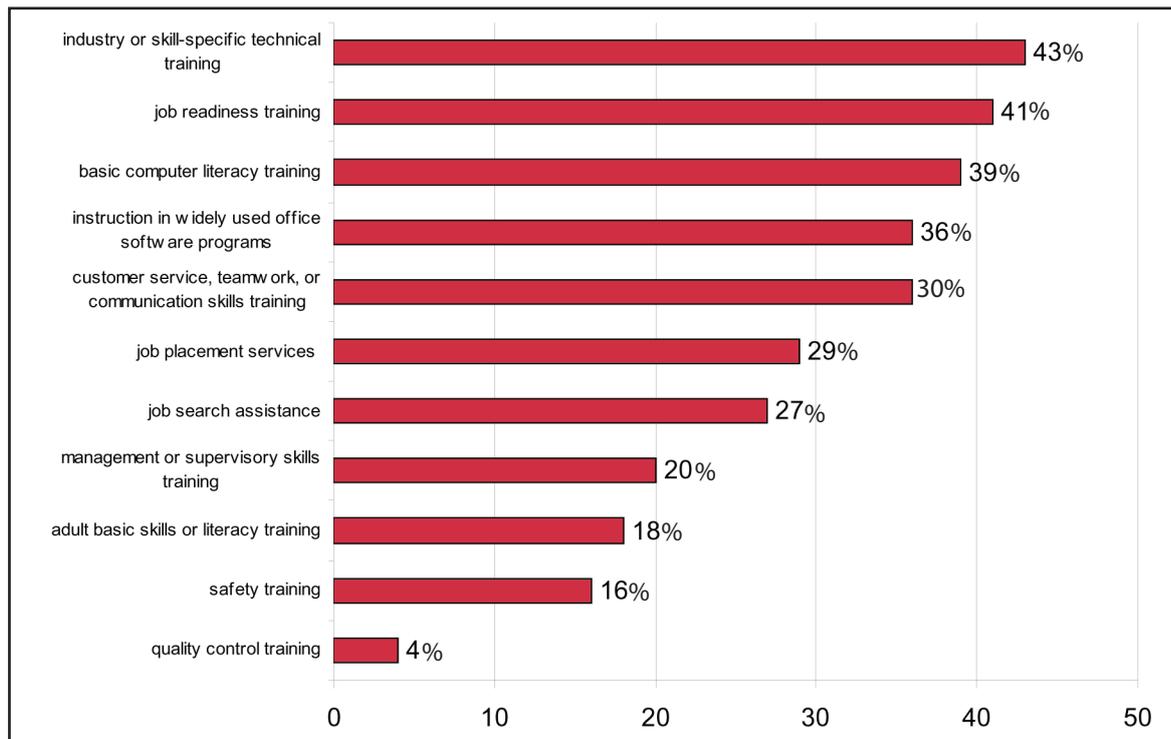


### The Workforce Training and Education Services Offered

*The most frequent training and education service offered was industry-specific technical training (43%) followed by job readiness training (41%).*

Training and Education providers were asked to describe the types of services they offer. There is a variety of training and education services offered by the workforce training and education organizations who responded to our survey. The results of this question are presented in Figure 4 below. The most frequent training and education service offered was industry-specific technical training (43%) followed by job readiness training (41%).

**Figure 4: Response to question, “Please indicate which of the following workforce training and education services your organization offers” (mark all that apply) (n=56) <sup>3</sup>**



<sup>3</sup>Total exceeds fifty-six because respondents could choose more than one response.

The number of post-secondary institutions in the survey is quite small (n=8), but the information is of potential value to workforce development professionals. Only three institutions do not offer basic skills or literacy training for adults, but all the institutions that have such courses offer them during the day on weekdays. Five of the eight institutions in the survey offer basic computer literacy training. The same number of post-secondary institutions offer both day and evening courses in office software programs

that are widely used. Industry or skill specific technical training is offered in both days and evenings at three of the eight institutions. On the other hand, almost all of the institutions (six of eight) offer services in management or supervisory skills training and training in communication skills. Three of the post-secondary institutions offer safety-training services, while five of the institutions offer services in quality control training.

Five institutions offer job readiness training and job search assistance. Moreover, half of the institutions offer job placement services.

### Staff Members Employed for Workforce and Education Training

Training and education providers were asked, “How many workforce training and education staff members do you employ?” The results of this question are presented in Table 1 — for full-time employees and in Table 2 — for part-time employees below. Roughly one-third (13 organizations) employ between one and ten full-time workforce training and education staff members.

**Table 1: Response to question, “How many workforce training and education staff members do you employ?” (full-time) (n=36)**

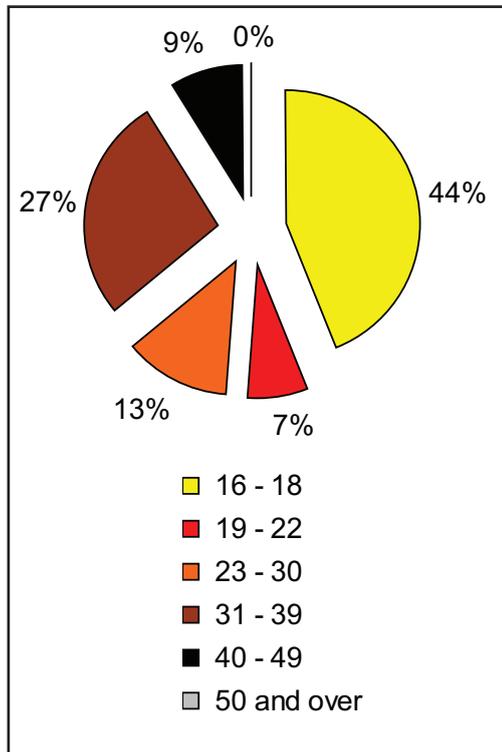
Full-time Staff	Frequency
0	7
1 – 10	13
11 – 20	5
21 – 40	4
Over 40	7

Only half of the respondents answered a question regarding part-time staff. Of the twenty-seven organizations who responded, over half (59%) of the organizations have between one and ten part-time workforce training and education staff members employed.

**Table 2: Response to question, “How many workforce training and education staff members do you employ?” (part-time) (n=27)**

Part-time Staff	Frequency
0	5
1 – 10	16
11 – 20	3
Over 20	3

**Figure 5: Response to question, “Which of the following age groups best represents your largest number of clients?” (Figure 3 shows responses by age group.) (n=45)**



**Two-thirds (64%) of the organizations’ largest client groups are between sixteen and thirty years of age.**

### Age Groups of Clients

Training and education providers were asked about the age of the majority of their clients. The pie chart at left shows the responses of training and education organizations to the question, “Which of the following age groups best represents your largest number of clients?” Forty-five of the fifty-six organizations responded to this question. Two-thirds (64%) of the organizations’ largest client groups are between sixteen and thirty years of age.

### Location of Workforce Training and Education Services

Training and education survey respondents were asked, “Where does your organization offer workforce training and education services?” (mark all that apply). The results of this question are presented below (Table 3). Over half or thirty-four of the organizations offer their services at the mailing address provided at the beginning of their survey.

**Table 3: Response to question, “Where does your organization offer workforce training and education services?” (mark all that apply) (n=56)<sup>4</sup>**

Location of workforce training	Number
Primary mailing address	34
One or more locations owned or leased by your organization	12
At business or employer worksites	7
Donated space at a school	7
Other locations	6
Donated space at a community center	2

<sup>4</sup>Total exceeds fifty-six because respondents could choose more than one response.

### Ability to Provide Services to Additional Clients

A large majority (85%) of the organizations have additional capacity available. The remaining fifteen percent is divided evenly between being either “at capacity, but planning to expand as necessary to meet additional demand for their services”, or “at capacity, but lack the resources to expand to meet additional demand for their services.”

***A large majority (85%) of the organizations have additional [training and education] capacity available.***

### Training and Educational Services Offered

Organizations were asked if they offer training and educational services that are specifically targeted to either individuals who are unemployed and last worked in the automobile related industry, or individuals working in the automobile related industry who have the potential of becoming unemployed. Just two of the organizations responding to the survey offer training and educational services targeted towards current or former employees of the automobile industry. Most respondents to the survey are not focused on displaced, or potentially displaced, auto industry workers as a “target market.” And, to the extent that job eliminations are occurring in the automobile related industry, this may signal a gap between existing training and educational resources available in the region and those needed to provide training for the target population.

***And, to the extent that job eliminations are occurring in the automobile related industry, this may signal a gap between existing training and educational resources available in the region and those needed to provide training for the target population.***

Over a third of the organizations (36%) offer job placement services to those clients who are looking for work or looking to change jobs or careers.

During the next two years 16 of the organizations plan to add new courses or programs. However, only thirty-nine organizations responded to the question about this.

***... [T]hree of eight post-secondary institutions offer training and education services that are targeted specifically to either individuals who are unemployed and last worked in the automobile related industry, or individuals working in the automobile related industry who have the potential of becoming unemployed.***

Additionally, three of eight post-secondary institutions offer training and education services that are targeted specifically to either individuals who are unemployed and last worked in the automobile related industry, or individuals working in the automobile related industry who have the potential of becoming unemployed.

### Educational Courses and Programs

There are ninety-five (95) courses or programs described by the organizations in the survey. For each educational course or program, education and training providers were asked, “Is this a single course or a program consisting of a series of courses?” Of those courses and programs cited:

- 43% are a single course
- 49% are programs that consist of a series of courses.

For each educational course or program, education and training providers were asked, “At what times of day are these courses/ programs offered?” (mark all that apply). The results of this question are presented in Table 4 below. Most of the courses and programs are offered on weekday mornings (62%).

**Table 4: Response to question, “At what times of day are these courses/ programs offered?” (mark all that apply) (n=56)<sup>5</sup>**

Time of day offered	Percent
Weekday mornings	62%
Weekday evenings	53%
Weekday afternoons	47%
Around lunchtime	20%
Weekends	19%

<sup>5</sup>Total exceeds fifty-six because respondents could choose more than one response.

Of the eighty-three courses and programs for which an average for the enrollment per course or program was provided, sixty-two of those courses and programs have thirty enrollees or fewer.

Seventy-six percent of the courses and programs offered have a completion rate of seventy-five percent or better.

The wait time from the enrollment in the course or program to the beginning date ranges from zero to 180 days. Twenty percent of the sixty-one courses described have no waiting period. A majority of the courses and program (54%) have a waiting period of fifteen or fewer days, and seventy percent have a waiting period of twenty or fewer days.

Job placement rates for those who complete the course and/or program are positive. Eighty-four percent of the courses and programs have job placement rates of fifty percent or better. Moreover, thirty-one percent of the fifty-one programs for which there are data reported a job placement rate of one hundred percent.

### Post-Secondary Institutions

The number of post-secondary institutions in the survey is small (n=8); caution should be exercised in interpreting the percentages.

Four of the post-secondary institutions in the survey have identified segments of the labor market where it has been unable to supply Greater Cincinnati Region employers with a sufficient supply of skilled graduates.

Areas that are believed to be the cause of this problem include insufficient resources at the institution to train and educate all interested students (38%; n=3) and the lack of interest in the subject areas among students (25%; n=2).

Seven of the eight post-secondary institutions offer job placement services for matriculated or graduating students. Moreover, three-quarters (75%) of the institutions have apprenticeship, internship, or co-op programs.

The degrees awarded from the institutions include Certificates of Mastery in Vocational or Technical Fields (38%; n=3), Associate Degrees (75%; n=6), Bachelor Degrees (50%; n=4), and Graduate Degrees (50%; n=4).

***Seven of the eight post-secondary institutions offer job placement services for matriculated or graduating students. Moreover, three-quarters (75%) of the institutions have apprenticeship, internship, or co-op programs.***

**... [F]orty-three percent of education and training providers offer industry or skill-specific technical training and forty-one percent offer job readiness training.**

### Summary and Conclusions

This report is based on surveys received from fifty-six education and training providers and eight post-secondary institutions in the Tri-State region between November and December 2007. Our analysis is intended to help businesses, workforce education and training providers, policy makers, and the general public to understand the job training and education resources available in the study area. The majority of education and training providers who responded to the survey were nonprofits, private companies, or all levels of government agencies or programs.

Training is available in a wide range of areas from adult basic skills and literacy to training specialized to industries. Specifically, forty-three percent of education and training providers offer industry or skill-specific technical training and forty-one percent offer job readiness training. A large majority of the education and training providers have excess capacity available.

However, it should be noted that only two of the organizations responding to our survey reported that they offer training and education services that are specifically targeted to either individuals who are unemployed and last worked in the automobile related industry, or individuals working in an automobile related industry who have the potential of becoming unemployed. Thus, to the extent that job eliminations are expected and already being announced in the automobile related industry, there may be a gap between existing training and educational resources available in the region and those needed to provide training for displaced auto workers, among others.

*The research team would like to recognize the following Graduate Research Assistants at the IPR who made outstanding contributions to the research and report preparation on this project: Daniel Birdsong, Misook Gwon, Aaron Howell, Ashley Kanotz, and Sarawuth Naramngam. We would also like to thank Dawn H. High, Senior Graphic Designer at UC, for designing the narrative reports.*

**Appendix 1**

**Post-secondary survey letter, instructions and survey instrument**



## Workforce One Investment Board of Southwest Ohio



315 High Street  
Hamilton, Ohio 45011  
513 785 5957  
fax 513 887 4322  
[www.swohioworkforce.com](http://www.swohioworkforce.com)

October 29, 2007

Dear Workforce Education/Training Provider,

The Workforce One Investment Board of Southwest Ohio (WOIB of SW Ohio) is sponsoring this survey of training and educational providers in the Greater Cincinnati Region. The survey is being conducted as part of a research project by the University of Cincinnati Institute for Policy Research (UC IPR). Your participation in this survey is essential to developing accurate and useful information that will improve our understanding of the workforce training and educational resources and facilities in our region.

The results of this survey may help workforce education and training providers, businesses, policy makers, and the general public understand the workforce development needs of our region.

Survey responses will be used for strategic planning and analysis by the WOIB of SW Ohio. The WOIB of SW Ohio may also share survey results with other regional workforce development agencies.

Survey responses, along with your institution name, will be reported to the WOIB of SW Ohio by the UC IPR. Survey responses, including your institution name, will also be made available to the general public. All participating educational providers will be notified when results of the study become available.

Thank you for your time and participation in this important study.

Sincerely,

A handwritten signature in black ink that reads "John R. Nelson".

John R. Nelson, Board Chair

A handwritten signature in black ink that reads "Jeffrey Weber".

Jeffrey Weber, Executive Director

Business Human Resources Manager  
International Paper

## Workforce One Investment Board of Southwest Ohio



### SURVEY INFORMATION AND INSTRUCTIONS

The Workforce One Investment Board of Southwest Ohio (WOIB of SW Ohio) is sponsoring this survey of training and educational providers in the Greater Cincinnati Region. The survey is being conducted as part of a research project by the University of Cincinnati Institute for Policy Research (UC IPR). We hope to receive responses from 150 Greater Cincinnati Region Workforce Education/Training Providers.

Please direct the enclosed survey to the professional responsible for overseeing your institution's workforce training and education programs as they pertain to adults (defined as age 16 and older for the purposes of this survey). For most educational providers, this survey should take about 15 minutes to complete.

You have two options for completing the survey. You may complete the survey over the Internet OR you may complete the enclosed paper survey. You may complete the survey over the Internet at the following World Wide Web address: <http://www.swohioworkforce.com/survey/start/index.cfm>

The survey website is password protected. When you go to the survey website, you will be asked to enter your institution's unique password:

**[insert password]**

Alternately, you may choose to complete the enclosed paper survey, and return it in the enclosed business reply envelope.

Participation in this survey is voluntary. If there are any survey questions you do not wish to answer, you may simply leave them blank. **The deadline for completing the survey is November 16, 2007.** If you do not complete the survey by the due date, you may be contacted up to two additional times by mail. We may also call your facility up to five times after that deadline. If you do not wish to be re-contacted, you may call Dr. Beth Walter Honadle at (888) 665-5515 to request that we do not re-contact your facility.

Survey responses, along with your institution name, will be reported to the WOIB of SW Ohio by the UC IPR. Survey responses, including your institution name, will also be made available to the general public. All participating educational providers will be notified when results of the study become available. Survey respondents will not receive any compensation for participation in the research project. By completing this survey via the web site, or by returning the survey by mail, you indicate your consent for your answers to be used in this research project.

Please keep a copy of this form for your records. If you have any questions about the survey, please call Dr. Beth Walter Honadle at the UC IPR toll free at (888) 665-5515. Thank you for your time and participation in this important study.

**The University of Cincinnati Institutional Review Board – Social and Behavioral Sciences reviews all non-medical research projects that involve human participants to be sure the rights and welfare of participants are protected. If you have questions about your rights as a participant, you may contact the Chairperson of the University of Cincinnati Institutional Review Board – Social and Behavioral Sciences at (513) 558-5784. If you have a concern about the study you may also call the UC Research Compliance Hotline at (800) 889-1547.**

## 2007 GREATER CINCINNATI WORKFORCE TRAINING AND EDUCATION SURVEY (POST-SECONDARY INSTITUTIONS)

### DIRECTIONS

The Workforce One Investment Board of Southwest Ohio (WOIB of SW Ohio) is sponsoring this survey of training and educational providers in the Greater Cincinnati Region. The survey is being conducted as part of a research project by the University of Cincinnati Institute for Policy Research (UC IPR). Your participation in this survey is **essential** to developing accurate and useful information that will improve our understanding of the workforce training and education resources and facilities in our region.

Please direct this survey to the professional responsible for overseeing your institution's workforce training and education programs as they pertain to adults (defined as age 16 and older for the purposes of this survey). For most educational providers, this survey should take about 15 minutes to complete.

The survey results may help workforce education and training providers, businesses, policy makers, and the general public understand the workforce development needs of our region. Survey responses will be used in strategic planning and analysis by the WOIB of SW Ohio and other regional workforce development agencies.

**If there are any survey questions you do not wish to answer, you may simply leave them blank.**

**Your responses to this survey will be associated with your institution name when reported to the WOIB of SW Ohio. Your responses will also be associated with your institution name in reporting made available to the general public. All participating educational providers will be notified when results of the study become available.**

**If you have any questions about the survey, please call Dr. Beth Walter Honadle at the UC IPR toll free at (888) 665-5515.**

**Please return this completed survey in the enclosed business reply envelope before November 16, 2007.**

**1: What is the name of the person responding to this survey?**

Name \_\_\_\_\_

Education/Training Provider Name: \_\_\_\_\_

Title \_\_\_\_\_

E-mail Address \_\_\_\_\_

Website \_\_\_\_\_

Phone Number \_\_\_\_\_

2: Please indicate which of the following workforce training and education services your institution currently offers (mark all that apply):	Not Offered	Offered (mark all that apply)		
		Weekday Day	Evening	Weekend
Adult basic skills or literacy training	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Basic computer literacy training	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Instruction in widely used office software programs	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Industry or skill specific technical training	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Management or supervisory skills training	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Safety training (e.g., OSHA)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Job readiness training	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Job search assistance	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Job placement services	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Quality control training (such as Total Quality Management)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Customer service, teamwork, or communication skills training	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**3: Briefly describe the main objectives or mission of your institution.**

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**4: Has your institution identified any specific SEGMENTS of the labor market where it has been unable to supply Greater Cincinnati Region employers with a sufficient supply of skilled graduates?**

- YES
- NO (GO TO QUESTION 5)

**IF YES: Please briefly describe the SEGMENTS of the labor market where your institution has been unable to supply Greater Cincinnati Region employers with a sufficient supply of skilled graduates.**

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**IF YES: What do you believe is the cause of this problem? (mark all that apply):**

- Lack of interest in subject area(s) among students/insufficient student demand
- Institution resources are not sufficient to train/educate all interested students
- Other (please specify): \_\_\_\_\_

**5: Does your institution offer job placement services for matriculated or graduating students?**

- YES
- NO (GO TO QUESTION 6)

**IF YES: Please briefly describe these job placement services.**

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**6: Does your institution have apprenticeship, internship, or co-op programs?**

- YES
- NO (GO TO QUESTION 7)

**IF YES: Please briefly describe these apprenticeship, internship, or co-op programs.**

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7: Does your institution offer any training and education services that are targeted specifically to either  
a) persons who are unemployed and last worked in an automobile related industry, or  
b) persons working in an automobile related industry who have the potential to be unemployed?

- YES
- NO (GO TO QUESTION 8)

IF YES: Please briefly describe these training and education services.

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8: Please indicate which types of degrees your institution awards (mark all that apply):

- Certificates of Mastery in Vocational/Technical Fields
- Associate Degrees
- Bachelors Degrees
- Graduate Degrees

**THANK YOU FOR PARTICIPATING IN THIS SURVEY!**

**Please return this completed survey in the enclosed business reply envelope.**

**If you have any questions about the survey, please call  
Dr. Beth Walter Honadle at the UC IPR toll free at (888) 665-5515.**

**Please return this completed survey before November 16, 2007**



**Appendix 2**  
**Training and Educational Organization**  
**survey letter, instructions and survey instrument**



## Workforce One Investment Board of Southwest Ohio



315 High Street  
Hamilton, Ohio 45011  
513 785 5957  
fax 513 887 4322  
[www.swohioworkforce.com](http://www.swohioworkforce.com)

October 29, 2007

Dear Workforce Education/Training Provider,

The Workforce One Investment Board of Southwest Ohio (WOIB of SW Ohio) is sponsoring this survey of training and educational providers in the Greater Cincinnati Region. The survey is being conducted as part of a research project by the University of Cincinnati Institute for Policy Research (UC IPR). Your participation in this survey is essential to developing accurate and useful information that will improve our understanding of the workforce training and educational resources and facilities in our region.

The results of this survey may help workforce education and training providers, businesses, policy makers, and the general public understand the workforce development needs of our region.

Survey responses will be used for strategic planning and analysis by the WOIB of SW Ohio. The WOIB of SW Ohio may also share survey results with other regional workforce development agencies.

Survey responses, along with your organization name, will be reported to the WOIB of SW Ohio by the UC IPR. Survey responses, including your organization name, will also be made available to the general public. All participating educational providers will be notified when results of the study become available.

Thank you for your time and participation in this important study.

Sincerely,

A handwritten signature in black ink that reads "John R. Nelson".

John R. Nelson, Board Chair

A handwritten signature in black ink that reads "Jeffrey Weber".

Jeffrey Weber, Executive Director

Business Human Resources Manager  
International Paper

## Workforce One Investment Board of Southwest Ohio



### SURVEY INFORMATION AND INSTRUCTIONS

The Workforce One Investment Board of Southwest Ohio (WOIB of SW Ohio) is sponsoring this survey of training and educational providers in the Greater Cincinnati Region. The survey is being conducted as part of a research project by the University of Cincinnati Institute for Policy Research (UC IPR). We hope to receive responses from 150 Greater Cincinnati Region Workforce Education/Training Providers.

Please direct the enclosed survey to the professional responsible for overseeing your organization's workforce training and education programs as they pertain to adults (defined as age 16 and older for the purposes of this survey). For most educational providers, this survey should take about 15 minutes to complete.

You have two options for completing the survey. You may complete the survey over the Internet OR you may complete the enclosed paper survey. You may complete the survey over the Internet at the following World Wide Web address: <http://www.swohioworkforce.com/survey/start/index.cfm>

The survey website is password protected. When you go to the survey website, you will be asked to enter your organization's unique password:

**[insert password]**

Alternately, you may choose to complete the enclosed paper survey, and return it in the enclosed business reply envelope.

Participation in this survey is voluntary. If there are any survey questions you do not wish to answer, you may simply leave them blank. **The deadline for completing the survey is November 16, 2007.** If you do not complete the survey by the due date, you may be contacted up to two additional times by mail. We may also call your facility up to five times after that deadline. If you do not wish to be re-contacted, you may call Dr. Beth Walter Honadle at (888) 665-5515 to request that we do not re-contact your facility.

Survey responses, along with your organization name, will be reported to the WOIB of SW Ohio by the UC IPR. Survey responses, including your organization name, will also be made available to the general public. All participating educational providers will be notified when results of the study become available. Survey respondents will not receive any compensation for participation in the research project. By completing this survey via the web site, or by returning the survey by mail, you indicate your consent for your answers to be used in this research project.

Please keep a copy of this form for your records. If you have any questions about the survey, please call Dr. Beth Walter Honadle at the UC IPR toll free at (888) 665-5515.

Thank you for your time and participation in this important study.

**The University of Cincinnati Institutional Review Board – Social and Behavioral Sciences reviews all non-medical research projects that involve human participants to be sure the rights and welfare of participants are protected. If you have questions about your rights as a participant, you may contact the Chairperson of the University of Cincinnati Institutional Review Board – Social and Behavioral Sciences at (513) 558-5784. If you have a concern about the study you may also call the UC Research Compliance Hotline at (800) 889-1547.**

# 2007 GREATER CINCINNATI WORKFORCE TRAINING AND EDUCATION SURVEY

## DIRECTIONS

The Workforce One Investment Board of Southwest Ohio (WOIB of SW Ohio) is sponsoring this survey of training and educational providers in the Greater Cincinnati Region. The survey is being conducted as part of a research project by the University of Cincinnati Institute for Policy Research (UC IPR). Your participation in this survey is essential to developing accurate and useful information that will improve our understanding of the workforce training and education resources and facilities in our region.

Please direct this survey to the professional responsible for overseeing your organization's workforce training and education programs as they pertain to adults (defined as age 16 and older for the purposes of this survey). For most educational providers, this survey should take about 15 minutes to complete.

The survey results may help workforce education and training providers, businesses, policy makers, and the general public understand the workforce development needs of our region. Survey responses will be used in strategic planning and analysis by the WOIB of SW Ohio and other regional workforce development agencies.

If there are any survey questions you do not wish to answer, you may simply leave them blank.

Your responses to this survey will be associated with your organization name when reported to the WOIB of SW Ohio. Your responses will also be associated with your organization name in reporting made available to the general public. All participating educational providers will be notified when results of the study become available.

If you have any questions about the survey, please call Dr. Beth Walter Honadle at the UC IPR toll free at (888) 665-5515.

Please return this completed survey in the enclosed business reply envelope before November 16, 2007.

### 1: What is the name of the person responding to this survey?

Name \_\_\_\_\_

Education/Training Provider Name: \_\_\_\_\_

Title \_\_\_\_\_

E-mail Address \_\_\_\_\_

Website \_\_\_\_\_

Phone Number \_\_\_\_\_

### 2: Which of the following best describes your organization? (mark all that apply):

- |  |  |
|--|--|
| <input type="radio"/> Private firm                           | <input type="radio"/> Federal government agency or program |
| <input type="radio"/> Faith-based institution                | <input type="radio"/> State government agency or program   |
| <input type="radio"/> Community or neighborhood organization | <input type="radio"/> County government agency or program  |
| <input type="radio"/> Labor union                            | <input type="radio"/> City government agency or program    |
| <input type="radio"/> Professional or trade association      | <input type="radio"/> Self-help organization               |
| <input type="radio"/> Non-profit organization                | <input type="radio"/> Fraternal order or social club       |
|  | <input type="radio"/> Other (please specify): _____        |

### 3: Please indicate which of the following workforce training and education services your organization offers (mark all that apply):

- |  |   |
|--|---|
| <input type="radio"/> Adult basic skills or literacy training                      | <input type="radio"/> Job placement services                                      |
| <input type="radio"/> Basic computer literacy training                             | <input type="radio"/> Job readiness training                                      |
| <input type="radio"/> Instruction in widely-used office software programs          | <input type="radio"/> Job search assistance                                       |
| <input type="radio"/> Customer service, teamwork, or communication skills training | <input type="radio"/> Quality control training (such as Total Quality Management) |
| <input type="radio"/> Management or supervisory skills training                    | <input type="radio"/> Safety training (e.g., OSHA)                                |
| <input type="radio"/> Industry or skill-specific technical training                |   |

4: Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:

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5: How long has your organization been providing workforce training and education services? \_\_\_\_\_

6: What is your annual budget for workforce training and education? \$ \_\_\_\_\_

7: How many workforce training and education staff members do you employ?

Full-time \_\_\_\_\_ Part-time \_\_\_\_\_

8: Which of the following age groups best represents your largest number of clients? (mark one only)

- 16-18 years of age
- 19-22 years of age
- 23-30 years of age
- 31-39 years of age
- 40-49 years of age
- 50 years of age or older

9: Where does your organization offer workforce training and education services? (mark all that apply)

- Address provided at the beginning of this survey
- Donated space at a community center
- Donated space at a house of worship
- Donated space at a school
- One or more other area locations owned or leased by your organization
- Donated space at a library
- At the individual client's home
- At business or employer worksites
- Other (please specify): \_\_\_\_\_

10: Which statement best describes your organization's ability to provide services to additional clients? (mark one only)

- We are at capacity, but plan to expand as necessary to meet additional demand for our services.
- We are at capacity, but lack the resources to expand to meet additional demand for our services.
- We have additional capacity available.

11: Please list the minimum eligibility requirements participants must meet to enter your courses/programs:

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**12: Which two courses or programs your organization offers are currently in the greatest demand?**

Course/Program Title with Greatest Demand \_\_\_\_\_

Course/Program Title with Second Greatest Demand \_\_\_\_\_

**13: Does your organization offer any training and education services that are targeted specifically to either  
a) persons who are unemployed and last worked in an automobile related industry, or  
b) persons working in an automobile related industry who have the potential to be unemployed?**

- YES
- NO (GO TO QUESTION 14)

**IF YES: Please briefly describe these training and education services.**

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**14: Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers?**

- YES
- NO (GO TO QUESTION 15)

**IF YES: Please briefly describe these job placement services.**

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**IF YES: For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers? \_\_\_\_\_ %**

**15: Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years?**

- YES
- NO (GO TO QUESTION 16)

**IF YES: Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.**

New Course/Program

Skill Set Provided

_____	_____
_____	_____
_____	_____



G		Please provide a brief description of the SKILL SETS provided to participants of this program/course.																
		From beginning concepts (switching on computer) to using the mouse and developing keyboard skills.																
F	Job Placement Rate of Enrolled Who Complete Course/Program	60%																
E	Average Wait Time from Enrollment to Course/Program Startup (in days)	20																
D	Average Percentage of Enrolled Who Complete Course/Program	75%																
C	Average Enrollment Per Course/Program Offered	10																
B	At what times of day are these courses/programs offered? (Mark all that apply)	Weekend	<input checked="" type="checkbox"/>	<input type="checkbox"/>														
		Weekday Evening	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		Weekday Afternoon	<input checked="" type="checkbox"/>	<input type="checkbox"/>														
		Weekday Lunch Time/Noon Hour	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		Weekday Morning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A	Is this a single course or a program consisting of a series of courses?	Program consisting of a series of courses	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
		Single course	<input checked="" type="checkbox"/>	<input type="checkbox"/>														
16: Educational Courses/Programs (continued) Please provide a list and description of the educational programs/courses you currently offer.		Title of Course or Program	(Example) Basic computing															

**17: Does your organization monitor the types of occupations your clients pursue after leaving your course or program?**

- YES
- NO

**IF YES: Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. If the answer is "none" for a particular type of occupation, enter "0" on that line. The total percentage should add to 100%.**

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. \_\_\_\_\_ %

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. \_\_\_\_\_ %

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. \_\_\_\_\_ %

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. \_\_\_\_\_ %

**Clerical and administrative support occupations:** persons performing clerical tasks, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. \_\_\_\_\_ %

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. \_\_\_\_\_ %

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. \_\_\_\_\_ %

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. \_\_\_\_\_ %

**Other, please specify:**  
\_\_\_\_\_ %

**THANK YOU FOR PARTICIPATING IN THIS SURVEY!**

**Please return this completed survey in the enclosed business reply envelope.  
If you have any questions about the survey, please call  
Dr. Beth Walter Honadle at the UC IPR toll free at (888) 665-5515.**

**Please return this completed survey before November 16, 2007**

**Appendix 3**  
**Technical/Methodological Report**



### **Survey Methodology: 2007 Greater Cincinnati Workforce Training and Education Survey**

The 2007 Greater Cincinnati Workforce Training and Education Survey was conducted by the University of Cincinnati Institute for Policy Research (IPR) via the U.S. Mail and the World Wide Web (<http://www.swohioworkforce.com/survey/start/>) between November 6 and December 11, 2007.

Potential respondents were invited to participate in the survey via U.S. First Class Mail. Training and education providers in the Greater Cincinnati region were mailed survey packets, which included an invitation to participate, directions for completing the survey by mail or via the World Wide Web, a paper copy of the survey and a business reply envelope.

Mailings in each wave were sent to a list of training and education providers that was compiled from lists a) purchased from Survey Sampling and b) supplemented with additional training and education provider lists compiled by IPR. Mailings were sent in three waves, which are described below.

### **Waves I and II**

Survey packets were mailed via U.S. First Class Mail. Wave I was sent November 6, 2007 to 313 training and education providers in the Greater Cincinnati region (the number of survey packets mailed in each Wave of the project does not include those returned to the IPR as undeliverable). Wave II was sent November 13, 2007 to the same 313 training and education providers in the Greater Cincinnati region.

### **Wave III**

Wave III was sent between November 28, 2007 and November 30, 2007 to a total of 400 training and education providers in the Greater Cincinnati region. Wave III included a combination of survey packets sent via U.S. First Class Mail and Federal Express (FedEx).

During the period between November 26 and December 7, 2007, trained interviewers from the IPR made reminder calls to training and education providers included in the survey. These calls were made in an effort to increase response to the survey, and to ensure that the mailings were sent to the appropriate person in each facility. A total of 680 telephone calls were made to training and education

facilities included in the survey sample, some organizations were contacted more than once.

Additional replacement survey packets were sent via FedEx to training and education facilities that requested them upon telephone contact with IPR interviewers or other IPR staff members involved in the project.

As was the case in Waves I and II, 313 survey packets were sent to training and education providers in the Greater Cincinnati region.

An additional 87 survey packets were sent to training and education providers in the Greater Cincinnati region. These packets were derived from a supplemental list of additional training and education providers that was added in an effort to increase the number of provider responses.

### **Completed Surveys**

A total of 64 Greater Cincinnati Workforce Training and Education Surveys were completed between November 6 and December 11, 2007.

Of these, 56 surveys were completed by training and education facilities and 8 surveys were completed by post-secondary institutions.

The completed survey totals by survey mode are: 33 surveys were completed by mail, 31 were completed using the World Wide Web site.

Finally, one additional Workforce Training and Education Survey was returned after December 11, 2007 for a total of 65 completed surveys. This survey was not received in time for inclusion in this report.

**Appendix 4**  
**Details on Education Consortia**



To supplement information from our surveys, we searched for additional publicly available information about training and educational opportunities for workforce development in the Tri-State area of southwestern Ohio, northern Kentucky, and southeastern Indiana. This appendix reports some of the education consortia offerings we found.

### Ohio:

*The EnterpriseOhio Network:* Statewide resource available to businesses in an effort to improve employee selection, retention, and development. Provides employers with information to improve their hiring, placement, and promotion decisions. Provides individuals with information on jobs that best fit their level of human capital.

Web address - <http://www.enterpriseohio.org/default.aspx>

*Ohio Workforce Informer:* An organization devoted to increasing individuals' knowledge of the workplace in Ohio via connections to educational options, general information about the economic climate in the state, and through connections with potential employers.

Web address - <http://www.ohioworkforceinformer.org/>

### Butler, Clermont, Hamilton, and Montgomery Counties

Antonelli College  
124 E. Seventh Street  
Cincinnati, OH 45202  
(513) 241-4338

Art Academy of Cincinnati  
1212 Jackson Street  
Cincinnati, OH 45202  
(513) 562-6262

Carousel Beauty College  
125 East Second  
Dayton, OH 45402

Carousel Beauty College  
633 S. Breisel Blvd.  
Middletown, OH 45044

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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Cincinnati State Community and Technical College  
Dennis Ulrich  
10100 Reading Road  
Cincinnati, OH 45241  
(513) 569-5760  
Email: [dennis.ulrich@cincinnatiastate.edu](mailto:dennis.ulrich@cincinnatiastate.edu)

Dayton Barber College  
28 W. Fifth Street  
Dayton, OH 45402  
(937) 222-9101

Eastern Hills Academy of Hair Design  
7681 Beechmont Ave.  
Cincinnati, OH 45255  
(513) 231-8621

Gods Bible School and College  
1810 Young Street  
Cincinnati, OH 45202  
(513) 721-7944

Good Samaritan College of Nursing and Health Science  
375 Dixmyth Ave.  
Cincinnati, OH 45220  
(513) 872-2631

Great Oaks Institute of Technology and Career Development  
3254 E. Kemper Road  
Cincinnati, OH 45246  
(513) 771-8925

Hebrew Union College Jewish Institute of Religion  
3101 Clifton  
Cincinnati, OH 45220  
(513) 221-1875

Institute of Medical-Dental Technology  
375 Glensprings Dr. Ste. 201  
Cincinnati, OH 45246  
(513) 851-8500

International Academy of Hair Design  
8419 Colerain Ave.  
Cincinnati, OH 45239  
(513) 741-4777

International College of Broadcasting  
6 S. Smithville Road  
Dayton, OH 45431  
(937) 258-8251

ITT Technical Institute-Dayton  
3325 Stop Eight Road  
Dayton, OH 45414  
(937) 264-7700

ITT Technical Institute- Norwood  
4750 Wesley Ave.  
Norwood, OH 45212  
(513) 531-8300

Ohio Center for Broadcasting  
6703 Madison Road  
Cincinnati, OH 45227  
(513) 271-6060

Miami University - Hamilton  
Kathleen M. Weber  
1601 University Blvd.  
Hamilton, OH 45011-3399  
(513) 785-3131  
Email: [weberkm@muohio.edu](mailto:weberkm@muohio.edu)

Miami University - Middletown  
Patricia McNab  
4200 E. University Blvd.  
Middletown, OH 45042-3497  
(513) 727-3382  
Email: [mcnabpl@muohio.edu](mailto:mcnabpl@muohio.edu)

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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Sinclair Community College  
Deb Norris  
444 W Third St, Bldg 12, Rm 380  
Dayton, OH 45402  
(937) 512-3181  
Email: *deb.norris@sinclair.edu*

University of Cincinnati - Clermont  
Glenda Neff  
4200 Clermont College Drive  
Batavia, OH 45103  
(513) 248-5532  
Email: *glenda.neff@uc.edu*

University of Cincinnati College of Applied Science  
2220 Victory Parkway  
Cincinnati, OH 45206-2822  
(513) 556-6561  
Email: *casquestions@uc.edu*

University of Cincinnati – Main Campus  
2624 Clifton  
Cincinnati, OH 45221  
(513) 556-6000

University of Cincinnati - Raymond Walters College  
Cheryl Brueggeman  
9555 Plainfield Road  
Cincinnati, OH 45236  
(513) 936-1730  
Email: *brueggcl@ucrwc.rwc.uc.edu*

University of Dayton  
300 College Pk.  
Dayton, OH 45469  
(937) 229-1000

Warren County Career Center  
3525 N. State Route 48  
Lebanon, OH 45036  
(513) 932-5677

Xavier University  
3800 Victory Parkway  
Cincinnati, OH 45207  
(513) 745-3000

### Kentucky

*Kentucky Community and Technical College System (KCTCS):* KCTCS provides employers with connections to colleges throughout the Commonwealth in an effort to improve employee quality. Furthermore, they provide services through community and economic development specialists who analyze the training needs of a particular business. For students, KCTCS provides an affordable education with the flexibility to move within programs and colleges.

Web address - <http://www.kctcs.edu/>

*Kentucky Workforce Investment (KWI):* Consortium of educational and job providers throughout Kentucky that aims to provide employers with potential employees and individuals with connections to quality educational provider.

Web address - <http://workforce.ky.gov/>

### *Educational Members Providing Training:* **Boone, Kenton, and Campbell Counties**

Gateway Community and Technical College  
Boone Campus  
500 Technology Way  
Florence, KY 41042  
(859) 442-1170  
Email: [JohnR.Brown@kctcs.edu](mailto:JohnR.Brown@kctcs.edu)

Gateway Community and Technical College  
Covington Campus  
1025 Amsterdam Road  
Covington, KY 41011  
(859) 441-4500  
Email: [JohnR.Brown@kctcs.edu](mailto:JohnR.Brown@kctcs.edu)

Gateway Community and Technical College  
Edgewood Campus  
790 Thomas More Parkway  
Edgewood, KY 41017  
(859) 442-4138  
Email: <mailto:JohnR.Brown@kctcs.edu>

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio: Results from a Tri-State Study

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Gateway Community and Technical College  
Highland Heights Campus  
90 Campbell Drive  
Highland Heights, KY 41076  
(859) 442-4108  
Email: [JohnR.Brown@kctcs.edu](mailto:JohnR.Brown@kctcs.edu)

One-Stop Career Alliance of Northern Kentucky  
320 Garrard Street  
Covington, KY 41011  
(859) 292-6666  
Email: <mailto:info@nkadd.org>

One-Stop Career Alliance of Northern Kentucky  
8020 Veterans Memorial Drive  
Florence, KY 41042  
(859) 371-0808  
Email: <mailto:info@nkadd.org>

### Indiana

*Indiana College Network (ICN):* ICN connects people with educational programs of interest to them and connects member institutions/employers with prospective employees possessing the desired skills necessary for specific jobs.

Web address - <http://www.icn.org/>

### *Educational Members Providing Training*

#### **Dearborn and Franklin Counties**

Ivy Tech Community College  
500 Industrial Drive  
Lawrenceburg, IN 47025  
(812) 537-4010  
Email: <mailto:mseifert@ivytech.edu>

## **Appendix 5**

### **List of Education and Training Providers who Responded to the Survey by December 11, 2007**

These are public reports based on data entered by respondents.  
IPR staff made no attempt to correct what appeared to our staff to be  
obvious data entry errors.





**Education/Training Name:** Batavia High School  
**Address:** 1351 Clough Pike, Batavia, Ohio, 45103

**1: What is the name of the person responding to this Survey**

Name: Cathy Fitzpatrick  
Title: Counselor  
Phone Number: 513-732-2341  
Email Address:  
Website:

**2: Which of the following best describes your organization ?**

**Other (please specify):** High School

**3: Please indicate which of the following workforce training and education services your organization offers:**

**4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:**

We hope to graduate responsible citizens and life-long learners.

**5. How long has your organization been providing workforce training and education services ?**

**6. What is your annual budget for workforce training and education ?**

**7. How many workforce training and education staff members do you employ ?**

**Full-time:    Part-time:**

**8. Which of the following age groups best represents your largest number of clients ?**

16-18 years of age

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# Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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## Training and Education Report

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9. Where does your organization offer workforce training and education services ?

10. Which statement best describes your organization's ability to provide services to additional clients?

We have additional capacity available.

11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:

Complete the 8th grade

12. Which two courses or programs your organization offers are currently in the greatest demand ?

Course/Program Title with Greatest Demand:

Course/Program Title with Second Greatest Demand:

13. Does your organization offer any training and education services that are targeted specifically to either

a) persons who are unemployed and last worked in an automobile related industry, or

b) persons working in an automobile related industry who have the potential to be unemployed ?

IF YES: Please briefly describe these training and education services.

14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?

IF YES: Please briefly describe these job placement services.

IF YES: For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?

NONE

15. Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years ?

NO

IF YES: Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.

New Courses/Program	Skill set provided
---------------------	--------------------



**16: Educational Courses/Programs**

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A		B					C	D	E	F	G
	Is this a single course or a program consisting of a series of courses ?		At what times of day are these courses/programs offered ?									
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend					

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

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17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

NO

**IF YES:** Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. NONE

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. NONE

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. NONE

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. NONE

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. NONE

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. NONE

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. NONE

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. NONE

**Other, please specify:** NONE



**Education/Training Name:** Beckfield College

**Address:**

**1: What is the name of the person responding to this Survey**

Name: Diane Wolfer  
Title: V.P. of Admin. Services/CFO  
Phone Number: (859) 371-9393  
Email Address: dwolfer@beckfield.edu  
Website: www.beckfield.edu

**2: Which of the following best describes your organization ?**

Private firm

**3: Please indicate which of the following workforce training and education services your organization offers:**

- Adult basic skill or literacy training
- Basic computer literacy training
- Instruction in widely-used office software programs
- Customer service, teamwork, or communication skills training
- Management or supervisory skills training
- Industry or skill-specific technical training
- Job placement services
- Job readiness training
- Job search assistance

**4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:**

Beckfield College is a degree granting institution of higher learning dedicated to preparing learners for relevant professional, technical and business careers in a diverse, ethical, student-centered environment.

**5. How long has your organization been providing workforce training and education services ?**

23 years

**6. What is your annual budget for workforce training and education ?**

**7. How many workforce training and education staff members do you employ ?**

**Full-time:** 43    **Part-time:** 52

**8. Which of the following age groups best represents your largest number of clients ?**

31-39 years of age

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# Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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## Training and Education Report

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**9. Where does your organization offer workforce training and education services ?**

Address provided at the beginning of this survey

**10. Which statement best describes your organization's ability to provide services to additional clients?**

We have additional capacity available.

**11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:**

High school diploma or G.E.D.

**12. Which two courses or programs your organization offers are currently in the greatest demand ?**

**Course/Program Title with Greatest Demand:** Nursing

**Course/Program Title with Second Greatest Demand:** Business

**13. Does your organization offer any training and education services that are targeted specifically to either**

**a) persons who are unemployed and last worked in an automobile related industry, or**

**b) persons working in an automobile related industry who have the potential to be unemployed ?**

NO

**IF YES: Please briefly describe these training and education services.**

**14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?**

YES

**IF YES: Please briefly describe these job placement services.**

1) career days 2) workshops/seminars a) resume preparation b) interviewing skills c) dress for interviews

**IF YES: For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?**

95 %

**15. Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years ?**

**IF YES: Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.**

New Courses/Program	Skill set provided
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**Training and Education Report**

**16: Educational Courses/Programs**

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A		B					C	D	E	F	G
	Is this a single course or a program consisting of a series of courses?		At what times of day are these courses/programs offered?									
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend	Average Enrollment Per Course/Program Offered	Average Percentage of Enrolled Who Complete Course/Program	Average Wait Time from Enrollment to Course/Program Startup (in days)	Job Placement Rate of Enrolled Who Complete Course/Program	Please provide a brief description of the SKILL SETS provided to participants of this program/course.

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

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#### 17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

NO

**IF YES:** Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. NONE

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. NONE

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. NONE

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. NONE

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. NONE

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. NONE

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. NONE

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. NONE

**Other, please specify:** NONE



**Education/Training Name:Butler Tech**

**Address:**

**1: What is the name of the person responding to this Survey**

Name: Mary Jane Perry  
Title: Vice President, Adult Workforce Education  
Phone Number: 513-645-8247  
Email Address: perrymj@butlertech.org  
Website: www.butlertech.org

**2: Which of the following best describes your organization ?**

Non-profit organization  
Federal government agency or program  
State government agency or program  
County government agency or program

**3: Please indicate which of the following workforce training and education services your organization offers:**

Adult basic skill or literacy training  
Basic computer literacy training  
Instruction in widely-used office software programs  
Customer service, teamwork, or communication skills training  
Management or supervisory skills training  
Industry or skill-specific technical training  
Job placement services  
Job readiness training  
Job search assistance  
Quality control training (such as Total Quality Management)  
Safety training(e.g., OSHA)

**4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:**

To prepare youth and adults for careers and additional post-secondary training by providing premier career technical and supporting education and training.

**5. How long has your organization been providing workforce training and education services ?**

31 years

**6. What is your annual budget for workforce training and education ?**

\$6,500,000 for post-secondary training

**7. How many workforce training and education staff members do you employ ?**

**Full-time:** 40    **Part-time:** 380

**8. Which of the following age groups best represents your largest number of clients ?**

23-30 years of age



**9. Where does your organization offer workforce training and education services ?**

- Address provided at the beginning of this survey
- Donated space at a community center
- Donated space at a school
- One or more other area locations owned or leased by your organization
- At business or employer worksites
- Other (please specify): virtual classes

**10. Which statement best describes your organization's ability to provide services to additional clients?**

We have additional capacity available.

**11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:**

Varies - full time programs and some part time require high school diploma or GED. Various benchmark levels, dependant on program, on ACT workkeys. Some programs have other pre-reqs such as background check, drug screening, physical exam, passage of fitness (police academy).

**12. Which two courses or programs your organization offers are currently in the greatest demand ?**

- Course/Program Title with Greatest Demand:** License Practical Nursing
- Course/Program Title with Second Greatest Demand:** Nursing assistant

**13. Does your organization offer any training and education services that are targeted specifically to either  
a) persons who are unemployed and last worked in an automobile related industry, or  
b) persons working in an automobile related industry who have the potential to be unemployed ?**

NO

**IF YES: Please briefly describe these training and education services.**

**14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?**

YES

**IF YES: Please briefly describe these job placement services.**

Resume services, instructions on interviewing skills, school sponsored job fairs, employers as guest speakers, internships in local B&I, job boards and referrals.

**IF YES: For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?**

99 %

**15. Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years ?**

YES

**IF YES: Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.**

New Courses/Program	Skill set provided
1. Pharmacy tech	medical terminology, aseptic tech, math, reading literacy
2. Diesel mechanics	mechanical skills, math and reading literacy
3. RFID	tech skills in electronics



## Training and Education Report

### 16: Educational Courses/Programs

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A		B					C	D	E	F	G
	Is this a single course or a program consisting of a series of courses ?		At what times of day are these courses/programs offered ?									
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend	Average Enrollment Per Course/Program Offered	Average Percentage of Enrolled Who Complete Course/Program	Average Wait Time from Enrollment to Course/Program Startup (in days)	Job Placement Rate of Enrolled Who Complete Course/Program	Please provide a brief description of the SKILL SETS provided to participants of this program/course.
LPN		Yes	Yes	Yes	Yes	Yes		250	80%	9 mo.	100%	Pharmacology, vital signs, IV therapy, charting, math and reading literacy, basic computer skills, sterile technique, nursing fundamentals
HVAC Technician		Yes	Yes	Yes	Yes	Yes		25	80%	2 mo.	98%	refrigeration, heating, cooling, mechanical/electrical, geo thermal
Industrial Maintenance Tech		Yes	Yes	Yes	Yes	Yes		15	90%	2 mo.	100%	hydraulics, electricity, electronics, pneumatics, welding, machining
Industrial welding		Yes	Yes	Yes	Yes	Yes		15	85%	2 mo.	100%	SMAW, GMAW, Blueprint reading, metallurgy
Paramedic		Yes	Yes	Yes	Yes	Yes		40	85%	2 mo.	100%	EMT skills, ACLS, AED, trauma, cardiac/resp. emergency medicine
Fire rescue technician		Yes	Yes	Yes	Yes	Yes		40	85%	2 mo.	100%	EMT, firefighter I & II, rope rescue, confined space rescue
police academy		Yes	Yes	Yes	Yes	Yes		100	85%	2 mo.	95%	physical fitness, discipline, law, forensics, firearms, defense
medical assisting		Yes	Yes	Yes	Yes	Yes		15	80%	2 mo.	95%	pharmacology, steril technique, BIP, temperature, respiration veinipuncture, body mechanics, medical records and filing

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# Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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## Training and Education Report

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### 17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

YES

**IF YES: Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%**

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. NONE

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. NONE

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. 49 %

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. 1 %

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. 5 %

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. 15 %

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. 29 %

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. 1 %

**Other, please specify:** NONE



### Training and Education Report

**Education/Training Name:** Clermont Northeastern Local Schools  
**Address:** 5327 Hutchinson Rd, Batavia, Ohio, 45103

**1: What is the name of the person responding to this Survey**

Name: Bob Humble  
Title: Asst. Superintendent  
Phone Number: 513-625-5478  
Email Address: humble\_r@cneschools.org  
Website: www.cneschools.org

**2: Which of the following best describes your organization ?**

**Other (please specify):** Public School

**3: Please indicate which of the following workforce training and education services your organization offers:**

- Basic computer literacy training
- Instruction in widely-used office software programs
- Job placement services
- Job readiness training

**4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:**

**5. How long has your organization been providing workforce training and education services ?**

**6. What is your annual budget for workforce training and education ?**

**7. How many workforce training and education staff members do you employ ?**

**Full-time:    Part-time:**

**8. Which of the following age groups best represents your largest number of clients ?**

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

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9. Where does your organization offer workforce training and education services ?

10. Which statement best describes your organization's ability to provide services to additional clients?

11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:

12. Which two courses or programs your organization offers are currently in the greatest demand ?

Course/Program Title with Greatest Demand:

Course/Program Title with Second Greatest Demand:

13. Does your organization offer any training and education services that are targeted specifically to either

a) persons who are unemployed and last worked in an automobile related industry, or

b) persons working in an automobile related industry who have the potential to be unemployed ?

IF YES: Please briefly describe these training and education services.

14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?

IF YES: Please briefly describe these job placement services.

IF YES: For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?

NONE

15. Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years ?

IF YES: Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.

New Courses/Program	Skill set provided
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**Training and Education Report**

**16: Educational Courses/Programs**

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A		B					C	D	E	F	G
	Is this a single course or a program consisting of a series of courses ?		At what times of day are these courses/programs offered ?									
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend					

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

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#### 17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

**IF YES:** Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. NONE

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. NONE

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. NONE

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. NONE

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. NONE

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. NONE

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. NONE

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. NONE

**Other, please specify:** NONE



### Training and Education Report

**Education/Training Name: CompUSA**

**Address:**

**1: What is the name of the person responding to this Survey**

Name: Harold Kahl  
Title: District Training Coordinator  
Phone Number: (513) 346-3351  
Email Address: harold\_kahl@compusa.com  
Website: http://compusa.com

**2: Which of the following best describes your organization ?**

**3: Please indicate which of the following workforce training and education services your organization offers:**

- Adult basic skill or literacy training
- Basic computer literacy training
- Instruction in widely-used office software programs
- Industry or skill-specific technical training
- Job readiness training

**4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:**

CompUSA Training helps clients with Microsoft Office needs. Customers come in looking for basic to advance classes on Microsoft Office. CompUSA also goes to customers locations to teach employees the essentials to Microsoft office.

**5. How long has your organization been providing workforce training and education services ?**

10+

**6. What is your annual budget for workforce training and education ?**

**7. How many workforce training and education staff members do you employ ?**

**Full-time: 2 Part-time:**

**8. Which of the following age groups best represents your largest number of clients ?**

31-39 years of age

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# Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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## Training and Education Report

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### 9. Where does your organization offer workforce training and education services ?

- Address provided at the beginning of this survey
- Donated space at a school
- One or more other area locations owned or leased by your organization
- At business or employer worksites

### 10. Which statement best describes your organization's ability to provide services to additional clients?

We have additional capacity available.

### 11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:

clients must be at least 18 years of age

### 12. Which two courses or programs your organization offers are currently in the greatest demand ?

- Course/Program Title with Greatest Demand: Microsoft Office Excel
- Course/Program Title with Second Greatest Demand: Microsoft Office Certification Workshops

### 13. Does your organization offer any training and education services that are targeted specifically to either a) persons who are unemployed and last worked in an automobile related industry, or b) persons working in an automobile related industry who have the potential to be unemployed ?

NO

IF YES: Please briefly describe these training and education services.

### 14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?

NO

IF YES: Please briefly describe these job placement services.

IF YES: For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?

NONE

### 15. Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years ?

YES

IF YES: Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.

New Courses/Program	Skill set provided
1. Microsoft Office 2007	



## Training and Education Report

### 16: Educational Courses/Programs

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A		B					C	D	E	F	G
	Is this a single course or a program consisting of a series of courses ?		At what times of day are these courses/programs offered ?									
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend					

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

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17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

NO

**IF YES:** Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. NONE

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. NONE

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. NONE

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. NONE

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. NONE

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. NONE

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. NONE

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. NONE

**Other, please specify:** NONE



### Training and Education Report

**Education/Training Name:** Dayton Technology Design High School

**Address:** 840 Germantown St, Dayton, Ohio, 45402

**1: What is the name of the person responding to this Survey**

Name: David White  
Title: Superintendent  
Phone Number: 937-225-3960  
Email Address: dwhite@daytontechnologydesign.com  
Website: daytontechnologydesign.com

**2: Which of the following best describes your organization ?**

State government agency or program

**3: Please indicate which of the following workforce training and education services your organization offers:**

Instruction in widely-used office software programs  
Customer service, teamwork, or communication skills training  
Management or supervisory skills training  
Industry or skill-specific technical training  
Job placement services  
Job readiness training

**4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:**

Dayton Technology Design High School serves drop out students ages 16 to 21. The programs we offer include multi-media: Web page design and virtual gaming. Management program focuses on Business plan development. Marketing program develops a comprehensive marketing plan that supports the business plan. The Career Based Intervention program assists teen mothers and independent living students with a work ready curriculum and job search techniques.

**5. How long has your organization been providing workforce training and education services ?**

2 years

**6. What is your annual budget for workforce training and education ?**

150,000

**7. How many workforce training and education staff members do you employ ?**

**Full-time:** 6    **Part-time:**

**8. Which of the following age groups best represents your largest number of clients ?**

16-18 years of age

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# Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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## Training and Education Report

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**9. Where does your organization offer workforce training and education services ?**

Address provided at the beginning of this survey

**10. Which statement best describes your organization's ability to provide services to additional clients?**

We are at capacity, but plan to expand as necessary to meet additional demand for our services.

**11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:**

age 16 to 21

**12. Which two courses or programs your organization offers are currently in the greatest demand ?**

**Course/Program Title with Greatest Demand:** Marketing and Management

**Course/Program Title with Second Greatest Demand:** Multi-media

**13. Does your organization offer any training and education services that are targeted specifically to either**

**a) persons who are unemployed and last worked in an automobile related industry, or**

**b) persons working in an automobile related industry who have the potential to be unemployed ?**

NO

**IF YES: Please briefly describe these training and education services.**

**14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?**

NO

**IF YES: Please briefly describe these job placement services.**

**IF YES: For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?**

NONE

**15. Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years ?**

NO

**IF YES: Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.**

New Courses/Program	Skill set provided
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## Training and Education Report

### 16: Educational Courses/Programs

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A		B					C	D	E	F	G
	Is this a single course or a program consisting of a series of courses ?		At what times of day are these courses/programs offered ?									
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend					
Marketing		Yes	Yes		Yes			30	85%	0	0%	
Management		Yes	Yes		Yes			30	85%	0	0%	
Multi-Media								30	85%	0	0%	
Career based Intervention								25	60%	0	0%	

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

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#### 17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

NO

**IF YES: Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%**

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. NONE

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. NONE

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. NONE

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. NONE

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. NONE

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. NONE

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. NONE

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. NONE

**Other, please specify:** NONE



### Training and Education Report

**Education/Training Name:**Deer Park Junior/Senior High School  
**Address:** 8351 Plainfield Rd, Cincinnati, Ohio, 45236

**1: What is the name of the person responding to this Survey**

Name: Mark D. Lutz  
Title: Principal  
Phone Number: 513-936-4683  
Email Address: lutz.m@deerparkcityschools.org  
Website: www.deerparkcityschools.org

**2: Which of the following best describes your organization ?**

**3: Please indicate which of the following workforce training and education services your organization offers:**

**4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:**

We are a public school setting. Our goal is to provide a comprehensive education to our students.

**5. How long has your organization been providing workforce training and education services ?**

50 years

**6. What is your annual budget for workforce training and education ?**

**7. How many workforce training and education staff members do you employ ?**

**Full-time:    Part-time:**

**8. Which of the following age groups best represents your largest number of clients ?**

16-18 years of age

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# Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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## Training and Education Report

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**9. Where does your organization offer workforce training and education services ?**

Address provided at the beginning of this survey

**10. Which statement best describes your organization's ability to provide services to additional clients?**

**11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:**

They must be a resident of our district.

**12. Which two courses or programs your organization offers are currently in the greatest demand ?**

**Course/Program Title with Greatest Demand:**

**Course/Program Title with Second Greatest Demand:**

**13. Does your organization offer any training and education services that are targeted specifically to either**

**a) persons who are unemployed and last worked in an automobile related industry, or**

**b) persons working in an automobile related industry who have the potential to be unemployed ?**

NO

**IF YES: Please briefly describe these training and education services.**

**14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?**

NO

**IF YES: Please briefly describe these job placement services.**

**IF YES: For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?**

NONE

**15. Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years ?**

NO

**IF YES: Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.**

New Courses/Program	Skill set provided
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**Training and Education Report**

**16: Educational Courses/Programs**

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A		B					C	D	E	F	G
	Is this a single course or a program consisting of a series of courses ?		At what times of day are these courses/programs offered ?									
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend					

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

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17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

NO

**IF YES:** Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. NONE

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. NONE

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. NONE

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. NONE

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. NONE

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. NONE

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. NONE

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. NONE

**Other, please specify:** NONE



### Training and Education Report

**Education/Training Name:**Dohn Community High School  
**Address:** 608 E Mcmillan St, Cincinnati, Ohio, 45206

**1: What is the name of the person responding to this Survey**

Name: Pieter Elmendorf  
Title: Principal  
Phone Number: 513-281-6100  
Email Address: pelmendorf@dohnschool.org  
Website:

**2: Which of the following best describes your organization ?**

**Other (please specify):** Public Charter School

**3: Please indicate which of the following workforce training and education services your organization offers:**

Basic computer literacy training  
Instruction in widely-used office software programs  
Job readiness training

**4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:**

We provide a four-year career exploration class with an accompanying lab. We have an active job/community service program with a full-time instructor who has program supervisoin.

**5. How long has your organization been providing workforce training and education services ?**

6 years

**6. What is your annual budget for workforce training and education ?**

**7. How many workforce training and education staff members do you employ ?**

**Full-time:** One **Part-time:**

**8. Which of the following age groups best represents your largest number of clients ?**

16-18 years of age

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# Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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## Training and Education Report

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**9. Where does your organization offer workforce training and education services ?**

Address provided at the beginning of this survey

**10. Which statement best describes your organization's ability to provide services to additional clients?**

We have additional capacity available.

**11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:**

A student must be of school age, grades 9-12 and enrolled at the school.

**12. Which two courses or programs your organization offers are currently in the greatest demand ?**

**Course/Program Title with Greatest Demand:**

**Course/Program Title with Second Greatest Demand:**

**13. Does your organization offer any training and education services that are targeted specifically to either**

**a) persons who are unemployed and last worked in an automobile related industry, or**

**b) persons working in an automobile related industry who have the potential to be unemployed ?**

NO

**IF YES: Please briefly describe these training and education services.**

**14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?**

NO

**IF YES: Please briefly describe these job placement services.**

**IF YES: For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?**

NONE

**15. Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years ?**

NO

**IF YES: Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.**

New Courses/Program	Skill set provided
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## Training and Education Report

### 16: Educational Courses/Programs

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A		B					C	D	E	F	G
	Is this a single course or a program consisting of a series of courses ?		At what times of day are these courses/programs offered ?									
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend					
Career Exploration		Yes	Yes		Yes			20, 5 classes	100%	0	N/A%	

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

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17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

NO

**IF YES:** Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. NONE

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. NONE

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. NONE

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. NONE

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. NONE

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. NONE

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. NONE

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. NONE

**Other, please specify:** NONE



### Training and Education Report

**Education/Training Name:** Dunbar Highschool  
**Address:** 2222 Richley Dr, Dayton, Ohio, 45408

**1: What is the name of the person responding to this Survey**

Name: Phyllis Comb  
Title: Principal  
Phone Number:  
Email Address:  
Website:

**2: Which of the following best describes your organization ?**

Non-profit organization

**Other (please specify):** High School

**3: Please indicate which of the following workforce training and education services your organization offers:**

Basic computer literacy training  
Instruction in widely-used office software programs

**4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:**

Educate Students 9-12

**5. How long has your organization been providing workforce training and education services ?**

**6. What is your annual budget for workforce training and education ?**

**7. How many workforce training and education staff members do you employ ?**

Full-time: 38 Part-time: 2

**8. Which of the following age groups best represents your largest number of clients ?**

23-30 years of age

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# Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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## Training and Education Report

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9. Where does your organization offer workforce training and education services ?

10. Which statement best describes your organization's ability to provide services to additional clients?

11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:

12. Which two courses or programs your organization offers are currently in the greatest demand ?

Course/Program Title with Greatest Demand:

Course/Program Title with Second Greatest Demand:

13. Does your organization offer any training and education services that are targeted specifically to either

a) persons who are unemployed and last worked in an automobile related industry, or

b) persons working in an automobile related industry who have the potential to be unemployed ?

NO

IF YES: Please briefly describe these training and education services.

14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?

NO

IF YES: Please briefly describe these job placement services.

IF YES: For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?

NONE

15. Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years ?

NO

IF YES: Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.

New Courses/Program	Skill set provided
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**Training and Education Report**

**16: Educational Courses/Programs**

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A		B					C	D	E	F	G
	Is this a single course or a program consisting of a series of courses ?		At what times of day are these courses/programs offered ?									
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend	Average Enrollment Per Course/Program Offered	Average Percentage of Enrolled Who Complete Course/Program	Average Wait Time from Enrollment to Course/Program Startup (in days)	Job Placement Rate of Enrolled Who Complete Course/Program	Please provide a brief description of the SKILL SETS provided to participants of this program/course.

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

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17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

NO

**IF YES:** Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. NONE

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. NONE

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. NONE

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. NONE

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. NONE

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. NONE

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. NONE

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. NONE

**Other, please specify:** NONE



### Training and Education Report

**Education/Training Name:** Eastern Hills Academy of Hair Design

**Address:**

**1: What is the name of the person responding to this Survey**

Name: Ann Shannon  
Title: Administrator  
Phone Number: 5132318621  
Email Address: motek@fuse.net  
Website: www.schoolsofcosmetology.com

**2: Which of the following best describes your organization ?**

Professional or trade association

**3: Please indicate which of the following workforce training and education services your organization offers:**

Industry or skill-specific technical training  
Job placement services  
Job readiness training  
Job search assistance

**4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:**

Programs we offer are: Management Cosmetology, Combination Management Esthetics/Management Manicuring, Management Esthetics, Management Manicuring. We are an accredited college and all of our programs lead to a state license.

**5. How long has your organization been providing workforce training and education services ?**

40 years

**6. What is your annual budget for workforce training and education ?**

**7. How many workforce training and education staff members do you employ ?**

**Full-time:** 4    **Part-time:** 4

**8. Which of the following age groups best represents your largest number of clients ?**

23-30 years of age

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

---

**9. Where does your organization offer workforce training and education services ?**

Address provided at the beginning of this survey

**10. Which statement best describes your organization's ability to provide services to additional clients?**

We have additional capacity available.

**11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:**

16 years of age, high school diploma or ged, completed at least the 10th grade and pass the Ability to Benefit Exam, Valid Drivers License.

**12. Which two courses or programs your organization offers are currently in the greatest demand ?**

**Course/Program Title with Greatest Demand:** Management Cosmetology

**Course/Program Title with Second Greatest Demand:** Management Esthetics

**13. Does your organization offer any training and education services that are targeted specifically to either**

**a) persons who are unemployed and last worked in an automobile related industry, or**

**b) persons working in an automobile related industry who have the potential to be unemployed ?**

NO

**IF YES: Please briefly describe these training and education services.**

**14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?**

YES

**IF YES: Please briefly describe these job placement services.**

Students tell us which salons they are interested in, we contact the salon and invite them to come in and speak to the students.

**IF YES: For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?**

81 %

**15. Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years ?**

NO

**IF YES: Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.**

New Courses/Program	Skill set provided
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## Training and Education Report

### 16: Educational Courses/Programs

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A		B					C	D	E	F	G
	Is this a single course or a program consisting of a series of courses ?		At what times of day are these courses/programs offered ?									
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend					
Management Cosmetology	Yes		Yes	Yes	Yes	Yes	Yes	6	75%	14	81%	Theory- bookwork Hands on Practicals from partings, to handling implements, to finish work. sets, styles, haircuts, perm, color, manicures, facials.
Management Esthetics												

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

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17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

YES

**IF YES:** Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. 75 %

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. NONE

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. 15 %

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. 10 %

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. NONE

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. NONE

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. NONE

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. NONE

**Other, please specify:** NONE



### Training and Education Report

**Education/Training Name:** Finneytown Secondary Campus  
**Address:** 8916 Fontainebleau Ter, Cincinnati, Ohio, 45231

**1: What is the name of the person responding to this Survey**

Name: Jack Fisher  
Title: Principal  
Phone Number: 513 728-3717  
Email Address: jafisher@finneytown.org  
Website: www.finneytown.org

**2: Which of the following best describes your organization ?**

Non-profit organization

**Other (please specify):** School

**3: Please indicate which of the following workforce training and education services your organization offers:**

- Basic computer literacy training
- Instruction in widely-used office software programs
- Industry or skill-specific technical training
- Job placement services
- Job readiness training
- Safety training(e.g., OSHA)

**4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:**

**5. How long has your organization been providing workforce training and education services ?**

**6. What is your annual budget for workforce training and education ?**

**7. How many workforce training and education staff members do you employ ?**

**Full-time:    Part-time:**

**8. Which of the following age groups best represents your largest number of clients ?**

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

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9. Where does your organization offer workforce training and education services ?

10. Which statement best describes your organization's ability to provide services to additional clients?

11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:

12. Which two courses or programs your organization offers are currently in the greatest demand ?

Course/Program Title with Greatest Demand:

Course/Program Title with Second Greatest Demand:

13. Does your organization offer any training and education services that are targeted specifically to either

a) persons who are unemployed and last worked in an automobile related industry, or

b) persons working in an automobile related industry who have the potential to be unemployed ?

IF YES: Please briefly describe these training and education services.

14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?

IF YES: Please briefly describe these job placement services.

IF YES: For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?

NONE

15. Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years ?

IF YES: Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.

New Courses/Program	Skill set provided
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**Training and Education Report**

**16: Educational Courses/Programs**

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A		B					C	D	E	F	G
	Is this a single course or a program consisting of a series of courses ?		At what times of day are these courses/programs offered ?									
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend					

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

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#### 17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

**IF YES: Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%**

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. NONE

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. NONE

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. NONE

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. NONE

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. NONE

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. NONE

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. NONE

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. NONE

**Other, please specify:** NONE



### Training and Education Report

**Education/Training Name:** Greater CInti No KY Apartment Assn  
**Address:**

**1: What is the name of the person responding to this Survey**

Name: Viann Goins  
Title: Education Coordinator  
Phone Number: 859-581-5990  
Email Address: viann@gcnkaa.org  
Website: www.gcnkaa.org

**2: Which of the following best describes your organization ?**

Professional or trade association

**3: Please indicate which of the following workforce training and education services your organization offers:**

Customer service, teamwork, or communication skills training  
Management or supervisory skills training  
Industry or skill-specific technical training

**4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:**

As a trade association for the multifamily housing industry we provide educational opportunities and national designation certification programs to employees and prospective employees of the multifamily housing industry. Primary positions trained are leasing professionals, community/property managers, regional/district manager, and maintenance technicians.

**5. How long has your organization been providing workforce training and education services ?**

15 yrs

**6. What is your annual budget for workforce training and education ?**

Based on participants and NAA fees, not pre-set

**7. How many workforce training and education staff members do you employ ?**

**Full-time:** 2    **Part-time:**

**8. Which of the following age groups best represents your largest number of clients ?**

23-30 years of age

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# Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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## Training and Education Report

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### 9. Where does your organization offer workforce training and education services ?

Address provided at the beginning of this survey

One or more other area locations owned or leased by your organization

### 10. Which statement best describes your organization's ability to provide services to additional clients?

We have additional capacity available.

### 11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:

Leasing agents may begin the course and complete the 6 months on-site experience following the classes (co-op programs count as on-site experience. Certified Apartment Managers require a year on-site experience. Certified Apartment Maintenance Technicians may begin the course and complete the one year on-site experience before final certification.

### 12. Which two courses or programs your organization offers are currently in the greatest demand ?

**Course/Program Title with Greatest Demand:** National Apartment Leasing Professional

**Course/Program Title with Second Greatest Demand:** Certified Apartment Manager

### 13. Does your organization offer any training and education services that are targeted specifically to either

a) persons who are unemployed and last worked in an automobile related industry, or

b) persons working in an automobile related industry who have the potential to be unemployed ?

NO

**IF YES:** Please briefly describe these training and education services.

### 14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?

YES

**IF YES:** Please briefly describe these job placement services.

We offer an online Job Bank available to our members only who have positions open. The expectation is the member will send a new hire through the training program, or make time available for the new hire to take the training to increase their pay rate.

**IF YES:** For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?

100 %

### 15. Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years ?

YES

**IF YES:** Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.

New Courses/Program	Skill set provided
1. Certified Apartment Maintenance Technician I	Elect/HVAC/Plumbing/Appliances, fair housing, cust serv, OSHA
2. Certified Apartment Maintenance Technician II	Advanced skill sets along with supervisory skills



## Training and Education Report

### 16: Educational Courses/Programs

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A		B					C	D	E	F	G
	Is this a single course or a program consisting of a series of courses ?		At what times of day are these courses/programs offered ?									
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend					
NALP		Yes	Yes					15	80%	2x annual	98%	cust serv, fair housing, telephone tech, policies, internet
CAM		Yes				Yes		15	80%	offered 2x annual	99%	management, risk mgmt, HR, Budget & finance, marketing

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

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#### 17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

YES

**IF YES: Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%**

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. 40 %

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. 3 %

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. NONE

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. 45 %

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. NONE

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. NONE

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. 12 %

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. NONE

**Other, please specify:** NONE



### Training and Education Report

**Education/Training Name:** Greater Cincinnati Microenterprise Initiative, Inc  
**Address:** 1740 LANGDON FARM RD, CINCINNATI, OH, 45237

**1: What is the name of the person responding to this Survey**

Name: Willie Hill  
Title: Exec Director  
Phone Number: 513-569-4816  
Email Address: whill@cincy-caa.org  
Website: www.gcmi.org

**2: Which of the following best describes your organization ?**

Non-profit organization

**3: Please indicate which of the following workforce training and education services your organization offers:**

Management or supervisory skills training

**4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:**

We provide Entrepreneurial Training and Technical Assistance to low to moderate income individuals and communities. We also provide access to capital.

**5. How long has your organization been providing workforce training and education services ?**

1998

**6. What is your annual budget for workforce training and education ?**

400k +

**7. How many workforce training and education staff members do you employ ?**

Full-time: 3 Part-time: 3

**8. Which of the following age groups best represents your largest number of clients ?**

31-39 years of age

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# Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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## Training and Education Report

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**9. Where does your organization offer workforce training and education services ?**

Address provided at the beginning of this survey

Other (please specify): we can present it at any location

**10. Which statement best describes your organization's ability to provide services to additional clients?**

**11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:**

**12. Which two courses or programs your organization offers are currently in the greatest demand ?**

**Course/Program Title with Greatest Demand:**

**Course/Program Title with Second Greatest Demand:**

**13. Does your organization offer any training and education services that are targeted specifically to either**

**a) persons who are unemployed and last worked in an automobile related industry, or**

**b) persons working in an automobile related industry who have the potential to be unemployed ?**

**IF YES: Please briefly describe these training and education services.**

**14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?**

**IF YES: Please briefly describe these job placement services.**

**IF YES: For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?**

NONE

**15. Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years ?**

**IF YES: Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.**

New Courses/Program	Skill set provided
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Training and Education Report

**16: Educational Courses/Programs**

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A		B					C	D	E	F	G
	Is this a single course or a program consisting of a series of courses ?		At what times of day are these courses/programs offered ?									
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend	Average Enrollment Per Course/Program Offered	Average Percentage of Enrolled Who Complete Course/Program	Average Wait Time from Enrollment to Course/Program Startup (in days)	Job Placement Rate of Enrolled Who Complete Course/Program	Please provide a brief description of the SKILL SETS provided to participants of this program/course.

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

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#### 17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

**IF YES: Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%**

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. NONE

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. NONE

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. NONE

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. NONE

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. NONE

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. NONE

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. NONE

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. NONE

**Other, please specify:** NONE



### Training and Education Report

**Education/Training Name: Ironworker Local 290**

**Address:**

**1: What is the name of the person responding to this Survey**

Name: Rick Cornett  
Title: Apprentice Coordinator  
Phone Number: 937-222-6041  
Email Address: lw290jac@ameritech.net  
Website: iron290.com

**2: Which of the following best describes your organization ?**

Labor union

**3: Please indicate which of the following workforce training and education services your organization offers:**

Industry or skill-specific technical training  
Job readiness training  
Safety training(e.g., OSHA)

**4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:**

**5. How long has your organization been providing workforce training and education services ?**

47 years

**6. What is your annual budget for workforce training and education ?**

250000

**7. How many workforce training and education staff members do you employ ?**

**Full-time: 2 Part-time: 18**

**8. Which of the following age groups best represents your largest number of clients ?**

23-30 years of age

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

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**9. Where does your organization offer workforce training and education services ?**

Address provided at the beginning of this survey

**10. Which statement best describes your organization's ability to provide services to additional clients?**

We have additional capacity available.

**11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:**

18 years of age minimum; valid driver's license; High School Diploma or GED/Transcripts of Grades; SSN Card; Birth Certificate

**12. Which two courses or programs your organization offers are currently in the greatest demand ?**

**Course/Program Title with Greatest Demand:** Ironworker Apprentice

**Course/Program Title with Second Greatest Demand:** Journeymen Upgrade

**13. Does your organization offer any training and education services that are targeted specifically to either**

**a) persons who are unemployed and last worked in an automobile related industry, or**

**b) persons working in an automobile related industry who have the potential to be unemployed ?**

NO

**IF YES: Please briefly describe these training and education services.**

**14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?**

NO

**IF YES: Please briefly describe these job placement services.**

**IF YES: For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?**

NONE

**15. Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years ?**

YES

**IF YES: Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.**

New Courses/Program	Skill set provided
1. GTAW	



## Training and Education Report

### 16: Educational Courses/Programs

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A		B					C	D	E	F	G
	Is this a single course or a program consisting of a series of courses ?		At what times of day are these courses/programs offered ?									
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend					
Basic J/W Apprenticeship	Yes					Yes	Yes	50	75%	0	100%	
Basic Reinforcing Ironworker	Yes					Yes	Yes	20	50%	0	100%	

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

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#### 17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

YES

**IF YES: Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%**

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. NONE

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. NONE

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. NONE

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. NONE

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. NONE

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. NONE

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. 100 %

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. NONE

**Other, please specify:** NONE



Training and Education Report

Education/Training Name: Lebanon City Schools
Address: 1716 Drake Rd, Lebanon, Ohio, 45036

1: What is the name of the person responding to this Survey

Name: Sam Ison
Title: High School Principal
Phone Number: 513-934-5100
Email Address:
Website: www.lebanon.k12.oh.us

2: Which of the following best describes your organization ?

Non-profit organization

3: Please indicate which of the following workforce training and education services your organization offers:

4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:

Teach students about life and learning abilities.

5. How long has your organization been providing workforce training and education services ?

100

6. What is your annual budget for workforce training and education ?

1000

7. How many workforce training and education staff members do you employ ?

Full-time: 80 Part-time:

8. Which of the following age groups best represents your largest number of clients ?

16-18 years of age

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# Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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## Training and Education Report

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**9. Where does your organization offer workforce training and education services ?**

Donated space at a school  
At business or employer worksites

**10. Which statement best describes your organization's ability to provide services to additional clients?**

We are at capacity, but plan to expand as necessary to meet additional demand for our services.

**11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:**

Teachers must have a college degree.

**12. Which two courses or programs your organization offers are currently in the greatest demand ?**

**Course/Program Title with Greatest Demand:** On going staff development

**Course/Program Title with Second Greatest Demand:**

**13. Does your organization offer any training and education services that are targeted specifically to either**

**a) persons who are unemployed and last worked in an automobile related industry, or**

**b) persons working in an automobile related industry who have the potential to be unemployed ?**

NO

**IF YES: Please briefly describe these training and education services.**

**14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?**

NO

**IF YES: Please briefly describe these job placement services.**

**IF YES: For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?**

NONE

**15. Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years ?**

NO

**IF YES: Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.**

New Courses/Program	Skill set provided
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Training and Education Report

16: Educational Courses/Programs

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A		B					C	D	E	F	G
	Is this a single course or a program consisting of a series of courses ?		At what times of day are these courses/programs offered ?									
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend					

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

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17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

**IF YES:** Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. NONE

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. NONE

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. NONE

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. NONE

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. NONE

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. NONE

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. NONE

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. NONE

**Other, please specify:** NONE



### Training and Education Report

**Education/Training Name:** Math Machines, Ltd.  
**Address:** 1014 MERRYWOOD DR, ENGLEWOOD, OH, 45322

**1: What is the name of the person responding to this Survey**

Name: Fred Thomas  
Title: co-owner  
Phone Number: 937-832-0792  
Email Address: fred.thomas@mathmachines.net  
Website: www.mathmachines.net

**2: Which of the following best describes your organization ?**

Private firm

**3: Please indicate which of the following workforce training and education services your organization offers:**

Industry or skill-specific technical training

**4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:**

Professional Development for science, math and technology faculty teaching at the secondary school and introductory college levels.

**5. How long has your organization been providing workforce training and education services ?**

3 years

**6. What is your annual budget for workforce training and education ?**

**7. How many workforce training and education staff members do you employ ?**

Full-time: 0 Part-time: 2

**8. Which of the following age groups best represents your largest number of clients ?**

31-39 years of age

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# Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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## Training and Education Report

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**9. Where does your organization offer workforce training and education services ?**

Donated space at a school

**10. Which statement best describes your organization's ability to provide services to additional clients?**

We have additional capacity available.

**11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:**

Current employment as a math, science or technology faculty member.

**12. Which two courses or programs your organization offers are currently in the greatest demand ?**

**Course/Program Title with Greatest Demand:**

**Course/Program Title with Second Greatest Demand:**

**13. Does your organization offer any training and education services that are targeted specifically to either**

**a) persons who are unemployed and last worked in an automobile related industry, or**

**b) persons working in an automobile related industry who have the potential to be unemployed ?**

NO

**IF YES: Please briefly describe these training and education services.**

**14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?**

NO

**IF YES: Please briefly describe these job placement services.**

**IF YES: For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?**

NONE

**15. Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years ?**

YES

**IF YES: Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.**

New Courses/Program	Skill set provided
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## Training and Education Report

### 16: Educational Courses/Programs

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A		B					C	D	E	F	G
	Is this a single course or a program consisting of a series of courses ?		At what times of day are these courses/programs offered ?					Average Enrollment Per Course/Program Offered	Average Percentage of Enrolled Who Complete Course/Program	Average Wait Time from Enrollment to Course/Program Startup (in days)	Job Placement Rate of Enrolled Who Complete Course/Program	Please provide a brief description of the SKILL SETS provided to participants of this program/course.
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend					

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# Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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## Training and Education Report

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17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

NO

**IF YES: Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%**

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. NONE

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. NONE

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. NONE

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. NONE

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. NONE

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. NONE

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. NONE

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. NONE

**Other, please specify:** NONE



### Training and Education Report

**Education/Training Name:** Mercy Neighborhood Ministries

**Address:**

**1: What is the name of the person responding to this Survey**

Name: Sarah M Sherman  
Title: Program director  
Phone Number: 513-221-7331  
Email Address: shermanrsm@mercycon.org  
Website: www.mercycon.org

**2: Which of the following best describes your organization ?**

Faith-based institution

**3: Please indicate which of the following workforce training and education services your organization offers:**

Adult basic skill or literacy training  
Basic computer literacy training  
Instruction in widely-used office software programs  
Customer service, teamwork, or communication skills training  
Job readiness training  
Job search assistance

**4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:**

Mercy Neighborhood Ministries (Division: Mercy connections) provides education, training and support to our neighbors seeking to break the cycle of poverty in their lives. the three main components of this effort are ABLE/GED, computer literacy, and computer job training.

**5. How long has your organization been providing workforce training and education services ?**

Eleven years

**6. What is your annual budget for workforce training and education ?**

75,000.

**7. How many workforce training and education staff members do you employ ?**

**Full-time:** 1    **Part-time:** 3

**8. Which of the following age groups best represents your largest number of clients ?**

31-39 years of age

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# Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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## Training and Education Report

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**9. Where does your organization offer workforce training and education services ?**

Address provided at the beginning of this survey

**10. Which statement best describes your organization's ability to provide services to additional clients?**

We have additional capacity available.

**11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:**

Age 18 or older Must be willing to work consistently For computer job training: Have GED or close to obtaining GED Basic computer skills Some work experience (year or more)

**12. Which two courses or programs your organization offers are currently in the greatest demand ?**

**Course/Program Title with Greatest Demand:** ABLE/GED

**Course/Program Title with Second Greatest Demand:** Computer Literacy-basic

**13. Does your organization offer any training and education services that are targeted specifically to either**

**a) persons who are unemployed and last worked in an automobile related industry, or**

**b) persons working in an automobile related industry who have the potential to be unemployed ?**

NO

**IF YES: Please briefly describe these training and education services.**

**14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?**

YES

**IF YES: Please briefly describe these job placement services.**

Our job placement services are limited, but we do work with individuals seeking specific job placement. Most of our job placement is carried out through a partnership with Cincinnati Works.

**IF YES: For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?**

10 %

**15. Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years ?**

NO

**IF YES: Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.**

New Courses/Program	Skill set provided
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### Training and Education Report

#### 16: Educational Courses/Programs

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A		B					C	D	E	F	G
	Is this a single course or a program consisting of a series of courses ?		At what times of day are these courses/programs offered ?									
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend	Average Enrollment Per Course/Program Offered	Average Percentage of Enrolled Who Complete Course/Program	Average Wait Time from Enrollment to Course/Program Startup (in days)	Job Placement Rate of Enrolled Who Complete Course/Program	Please provide a brief description of the SKILL SETS provided to participants of this program/course.
ABLE/GED	Yes		Yes		Yes	Yes		75	10%	0	10%	Study habits; basic and advanced math, science, English, social studies
Computer Literacy		Yes			Yes	Yes		10	75%	14	5%	From beginning concepts (switching on computer) to using the mouse and developing keyboard skills
Computer Job Training	Yes				Yes			7	90%	30	80%	Advanced computer skills, business communications, job readiness skills, resume' writing, job application on-line

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

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#### 17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

NO

**IF YES: Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%**

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. NONE

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. NONE

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. NONE

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. NONE

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. NONE

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. NONE

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. NONE

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. NONE

**Other, please specify:** NONE



### Training and Education Report

**Education/Training Name:** Miami Valley CTC

**Address:**

**1: What is the name of the person responding to this Survey**

Name: Ben Vanwye  
Title: Director of Adult Education  
Phone Number: 937-854-6057  
Email Address: bvanwye@mvctc.com  
Website: mvctc.com

**2: Which of the following best describes your organization ?**

Non-profit organization

**3: Please indicate which of the following workforce training and education services your organization offers:**

Adult basic skill or literacy training  
Basic computer literacy training  
Instruction in widely-used office software programs  
Customer service, teamwork, or communication skills training  
Management or supervisory skills training  
Industry or skill-specific technical training  
Job readiness training  
Safety training(e.g., OSHA)

**4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:**

Skill training, assessment, basic literary.

**5. How long has your organization been providing workforce training and education services ?**

Since 1960's

**6. What is your annual budget for workforce training and education ?**

3,500,000

**7. How many workforce training and education staff members do you employ ?**

Full-time: 23 Part-time: 487

**8. Which of the following age groups best represents your largest number of clients ?**

31-39 years of age

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# Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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## Training and Education Report

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### 9. Where does your organization offer workforce training and education services ?

Address provided at the beginning of this survey  
One or more other area locations owned or leased by your organization

### 10. Which statement best describes your organization's ability to provide services to additional clients?

We have additional capacity available.

### 11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:

High School Diploma or GED, satisfactory scores on the entrance assessment.

### 12. Which two courses or programs your organization offers are currently in the greatest demand ?

**Course/Program Title with Greatest Demand:** Health Occ  
**Course/Program Title with Second Greatest Demand:** Construction/Industrial

### 13. Does your organization offer any training and education services that are targeted specifically to either a) persons who are unemployed and last worked in an automobile related industry, or b) persons working in an automobile related industry who have the potential to be unemployed ?

YES  
**IF YES: Please briefly describe these training and education services.**  
TAA, County Programs(Montgomery County)

### 14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?

NO  
**IF YES: Please briefly describe these job placement services.**  
**IF YES: For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?**  
NONE

### 15. Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years ?

YES  
**IF YES: Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.**

New Courses/Program	Skill set provided
1. Heavy Equipment Operator	
2. Medical Lab Technician	
3. Medical Technician	



### 16: Educational Courses/Programs

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A		B					C	D	E	F	G
	Is this a single course or a program consisting of a series of courses ?		At what times of day are these courses/programs offered ?									
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend					
Practical Nurse	Yes		Yes			Yes		30	70%	180	100%	
Medical Assistant	Yes		Yes					20	70%	20	90%	
Nurse Aide	Yes		Yes			Yes		20	90%	90	95%	
HVAC		Yes	Yes			Yes		24	90%	60	95%	
Electrical Trade		Yes				Yes		20	80%	60	90%	
Carpentry	Yes					Yes		12	95%	20		
Masonry	Yes					Yes		8				
EMT Basic	Yes		Yes			Yes		8				
EMT Refresher	Yes		Yes			Yes		8				
CPR												
Windows												

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

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17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

NO

**IF YES:** Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. NONE

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. NONE

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. NONE

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. NONE

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. NONE

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. NONE

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. NONE

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. NONE

**Other, please specify:** NONE



### Training and Education Report

**Education/Training Name:** Milford High School

**Address:** 1 Eagles Way, Milford, Ohio, 45150

**1: What is the name of the person responding to this Survey**

Name: Raymond Bauer  
Title: Principal  
Phone Number: 513-831-2990  
Email Address: bauer-r@milfordschools.org  
Website: Milfordschools.org

**2: Which of the following best describes your organization ?**

**Other (please specify):** School

**3: Please indicate which of the following workforce training and education services your organization offers:**

Instruction in widely-used office software programs  
Customer service, teamwork, or communication skills training

**4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:**

Public High School-meet graduation requirements established by State of Ohio.

**5. How long has your organization been providing workforce training and education services ?**

90

**6. What is your annual budget for workforce training and education ?**

53,000,000

**7. How many workforce training and education staff members do you employ ?**

**Full-time:** 105    **Part-time:** 5

**8. Which of the following age groups best represents your largest number of clients ?**

16-18 years of age

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# Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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## Training and Education Report

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**9. Where does your organization offer workforce training and education services ?**

Address provided at the beginning of this survey

**10. Which statement best describes your organization's ability to provide services to additional clients?**

We are at capacity, but lack the resources to expand to meet additional demand for our services.

**11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:**

Resident of school district, age appropriate, passed 8th grade.

**12. Which two courses or programs your organization offers are currently in the greatest demand ?**

**Course/Program Title with Greatest Demand:** English

**Course/Program Title with Second Greatest Demand:** Mathematics

**13. Does your organization offer any training and education services that are targeted specifically to either**

**a) persons who are unemployed and last worked in an automobile related industry, or**

**b) persons working in an automobile related industry who have the potential to be unemployed ?**

NO

**IF YES: Please briefly describe these training and education services.**

**14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?**

NO

**IF YES: Please briefly describe these job placement services.**

**IF YES: For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?**

NONE

**15. Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years ?**

NO

**IF YES: Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.**

New Courses/Program	Skill set provided
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## Training and Education Report

### 16: Educational Courses/Programs

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A		B					C	D	E	F	G
	Is this a single course or a program consisting of a series of courses ?		At what times of day are these courses/programs offered ?									
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend	Average Enrollment Per Course/Program Offered	Average Percentage of Enrolled Who Complete Course/Program	Average Wait Time from Enrollment to Course/Program Startup (in days)	Job Placement Rate of Enrolled Who Complete Course/Program	Please provide a brief description of the SKILL SETS provided to participants of this program/course.

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

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17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

NO

**IF YES:** Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. NONE

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. NONE

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. NONE

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. NONE

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. NONE

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. NONE

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. NONE

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. NONE

**Other, please specify:** NONE



Training and Education Report

Education/Training Name: Music Makers, LLC
Address: 6131 CAMPUS LN, CINCINNATI, OH, 45230

1: What is the name of the person responding to this Survey

Name: Kate Young
Title: Owner
Phone Number:
Email Address:
Website:

2: Which of the following best describes your organization ?

Private firm
Professional or trade association

3: Please indicate which of the following workforce training and education services your organization offers:

4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:

Music Education

5. How long has your organization been providing workforce training and education services ?

Since 1994

6. What is your annual budget for workforce training and education ?

7. How many workforce training and education staff members do you employ ?

Full-time: 0 Part-time: 0

8. Which of the following age groups best represents your largest number of clients ?

16-18 years of age

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

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**9. Where does your organization offer workforce training and education services ?**

One or more other area locations owned or leased by your organization

**10. Which statement best describes your organization's ability to provide services to additional clients?**

We have additional capacity available.

**11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:**

No Experience Necessary.

**12. Which two courses or programs your organization offers are currently in the greatest demand ?**

**Course/Program Title with Greatest Demand:** Piano Lessons

**Course/Program Title with Second Greatest Demand:** Guitar Lessons

**13. Does your organization offer any training and education services that are targeted specifically to either**

**a) persons who are unemployed and last worked in an automobile related industry, or**

**b) persons working in an automobile related industry who have the potential to be unemployed ?**

NO

**IF YES: Please briefly describe these training and education services.**

**14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?**

NO

**IF YES: Please briefly describe these job placement services.**

**IF YES: For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?**

NONE

**15. Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years ?**

NO

**IF YES: Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.**

New Courses/Program	Skill set provided
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## Training and Education Report

### 16: Educational Courses/Programs

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A		B					C	D	E	F	G
	Is this a single course or a program consisting of a series of courses ?		At what times of day are these courses/programs offered ?									
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend					
Private Instructions												

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

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17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

NO

**IF YES:** Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. NONE

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. NONE

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. NONE

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. NONE

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. NONE

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. NONE

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. NONE

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. NONE

**Other, please specify:** NONE



### Training and Education Report

**Education/Training Name:** Nancy Kinross  
**Address:** 3900 Vincent Ave, Cincinnati, Ohio, 45205

**1: What is the name of the person responding to this Survey**

Name: Nancy C Kinross, CPPS  
Title: Teach-Reach Director  
Phone Number: 513-921-3744 ext.3636  
Email Address: kinross.n@elderhs.org  
Website: teach-reach.org

**2: Which of the following best describes your organization ?**

Non-profit organization

**3: Please indicate which of the following workforce training and education services your organization offers:**

Basic computer literacy training

**4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:**

To empower adults in the Price Hill and surrounding areas through technology education.

**5. How long has your organization been providing workforce training and education services ?**

4.5 years

**6. What is your annual budget for workforce training and education ?**

79,000

**7. How many workforce training and education staff members do you employ ?**

**Full-time:** 1    **Part-time:** 7

**8. Which of the following age groups best represents your largest number of clients ?**

40-49 years of age

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

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**9. Where does your organization offer workforce training and education services ?**

Donated space at a school

**10. Which statement best describes your organization's ability to provide services to additional clients?**

We have additional capacity available.

**11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:**

Basic Literacy.

**12. Which two courses or programs your organization offers are currently in the greatest demand ?**

**Course/Program Title with Greatest Demand:** Computer Basics

**Course/Program Title with Second Greatest Demand:** MS Excel

**13. Does your organization offer any training and education services that are targeted specifically to either**

**a) persons who are unemployed and last worked in an automobile related industry, or**

**b) persons working in an automobile related industry who have the potential to be unemployed ?**

NO

**IF YES: Please briefly describe these training and education services.**

**14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?**

NO

**IF YES: Please briefly describe these job placement services.**

**IF YES: For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?**

NONE

**15. Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years ?**

YES

**IF YES: Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.**

New Courses/Program	Skill set provided
1. Spanish	Conversational skill to speak Spanish to folks they serve.



## Training and Education Report

### 16: Educational Courses/Programs

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A		B					C	D	E	F	G
	Is this a single course or a program consisting of a series of courses ?		At what times of day are these courses/programs offered ?									
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend	Average Enrollment Per Course/Program Offered	Average Percentage of Enrolled Who Complete Course/Program	Average Wait Time from Enrollment to Course/Program Startup (in days)	Job Placement Rate of Enrolled Who Complete Course/Program	Please provide a brief description of the SKILL SETS provided to participants of this program/course.
Computer Basics		Yes				Yes		25	95%	10		During this basic level, introductory class, students will learn some basic word processing skills, and kown the basic concepts of spreadsheets, presentation software and databases.
MS Excel		Yes				Yes		10	97%	8		Students will learn the basic skills necessary to begin using Excel, a spreadsheet software. They will learn to create calculations, using formulas. They will learn to create, edit, format, and print basic worksheets and graphic charts.
MS Word		Yes				Yes		10	96%	8		Students will learn basic word processing skills necessary for using Word, learn how to create, edit, save and pritm documents: and how to format text, paragraphs, and pages. In addition they will learn to create, manage and format tables.
MS Power Point		Yes				Yes		5	95%	7		Students will learn the basic skills necessary to begin using Power Point, a presentation software, and learn how to create, modify, and run a basic Power Point presentation.
Internet Basics	Yes					Yes		8	98%	7		During this basic level introductory class, students will learn what the internet is and where it came from, how to connect to the internet, what kind of computer and equipment are needed to connect, what a browser is and how to use it to surf the internet, as well as tips and tricks for surfing, how to use search engines, and how to set up a free email account.
Website Design	Yes						Yes	8	98%	7		
Keyboarding	Yes					Yes		8	98%	7		Student will learn touch typing on the computer keyboard and build speed and accuracy in order to increase chances for getting or moving up on job.
Conversational English		Yes				Yes		15	75%	5		It will cover speaking english at the doctor, grocery store, car dealer, bank and restaurant. Also taught will be greetings and farewells, and introductions, etc. In addition, students will learn in both english and spanish basic computer skills.

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# Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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## Training and Education Report

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### 17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

NO

**IF YES: Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%**

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. NONE

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. NONE

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. NONE

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. NONE

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. NONE

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. NONE

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. NONE

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. NONE

**Other, please specify:** NONE



### Training and Education Report

**Education/Training Name:** Napier Truck Driving Training

**Address:**

**1: What is the name of the person responding to this Survey**

Name: Aimee Napier  
Title: President  
Phone Number: 513-755-3413  
Email Address: ntdtinc@aol.com  
Website: www.napiertruck.com

**2: Which of the following best describes your organization ?**

Private firm

**3: Please indicate which of the following workforce training and education services your organization offers:**

Industry or skill-specific technical training  
Job placement services  
Job search assistance

**4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:**

Classroom and hands on training for class A CDI truck driver training.

**5. How long has your organization been providing workforce training and education services ?**

13

**6. What is your annual budget for workforce training and education ?**

**7. How many workforce training and education staff members do you employ ?**

Full-time: 0 Part-time: 0

**8. Which of the following age groups best represents your largest number of clients ?**

40-49 years of age

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# Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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## Training and Education Report

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**9. Where does your organization offer workforce training and education services ?**

Address provided at the beginning of this survey

**10. Which statement best describes your organization's ability to provide services to additional clients?**

We have additional capacity available.

**11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:**

21 years of age, no felony convictions, good driving record, goodwork history, ability to pass DOT physical and drugscreen, ability to read, write and speak english language.

**12. Which two courses or programs your organization offers are currently in the greatest demand ?**

**Course/Program Title with Greatest Demand:** Class A CDL training

**Course/Program Title with Second Greatest Demand:** Class B CDL training

**13. Does your organization offer any training and education services that are targeted specifically to either**

**a) persons who are unemployed and last worked in an automobile related industry, or**

**b) persons working in an automobile related industry who have the potential to be unemployed ?**

YES

**IF YES: Please briefly describe these training and education services.**

Retraining for class A CDL training

**14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?**

YES

**IF YES: Please briefly describe these job placement services.**

We provide local, regional, and over the road job placement assistance-recruiters from over 25 companies come into our classes to recruit our students.

**IF YES: For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?**

95 %

**15. Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years ?**

NO

**IF YES: Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.**

New Courses/Program	Skill set provided
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## Training and Education Report

### 16: Educational Courses/Programs

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A		B					C	D	E	F	G
	Is this a single course or a program consisting of a series of courses ?		At what times of day are these courses/programs offered ?									
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend					
Class A CDL Training	Yes		Yes		Yes		Yes	13	96%	10	95%	Basic skills needed to pass state administered CDI exam and obtain entry level employment as a commercial driver.
Class B CDL Training	Yes		Yes		Yes		Yes	13	96%	10	95%	Same as above.

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

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#### 17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

YES

**IF YES: Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%**

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. NONE

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. NONE

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. NONE

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. NONE

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. NONE

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. NONE

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. NONE

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. NONE

**Other, please specify:** Truck Driving-local, regional, and OTR jobs 100 %



### Training and Education Report

**Education/Training Name:** National College

**Address:**

**1: What is the name of the person responding to this Survey**

Name: Gretchen Kolp  
Title: Career Center Director  
Phone Number: 513-761-1291  
Email Address: gkolp@national-college.edu  
Website: www.national-college.edu

**2: Which of the following best describes your organization ?**

Private firm

**3: Please indicate which of the following workforce training and education services your organization offers:**

- Basic computer literacy training
- Instruction in widely-used office software programs
- Customer service, teamwork, or communication skills training
- Management or supervisory skills training
- Industry or skill-specific technical training
- Job placement services
- Job readiness training
- Job search assistance

**4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:**

National College is dedicated to the training and education of men and women for a full life and a successful career with the training necessary to be self sufficient.

**5. How long has your organization been providing workforce training and education services ?**

3

**6. What is your annual budget for workforce training and education ?**

**7. How many workforce training and education staff members do you employ ?**

Full-time: 20 Part-time: 15

**8. Which of the following age groups best represents your largest number of clients ?**

23-30 years of age

# Job Vacancy, Education, and Training Analysis for Southwest Ohio:



## Training and Education Report

**9. Where does your organization offer workforce training and education services ?**

Address provided at the beginning of this survey

**10. Which statement best describes your organization's ability to provide services to additional clients?**

We have additional capacity available.

**11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:**

High School Diploma or GED, 30\$ application fee.

**12. Which two courses or programs your organization offers are currently in the greatest demand ?**

**Course/Program Title with Greatest Demand:** Medical Assisting

**Course/Program Title with Second Greatest Demand:** Pharmacy Technician

**13. Does your organization offer any training and education services that are targeted specifically to either**

**a) persons who are unemployed and last worked in an automobile related industry, or**

**b) persons working in an automobile related industry who have the potential to be unemployed ?**

NO

**IF YES: Please briefly describe these training and education services.**

**14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?**

YES

**IF YES: Please briefly describe these job placement services.**

Full-time career center to help with writing resumes, cover letters, applying online, how to dress for an interview, interview skills, etc.

**IF YES: For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?**

81 %

**15. Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years ?**

YES

**IF YES: Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.**

New Courses/Program	Skill set provided
1. Health Information Technology	To complete, organize, analyze, evaluate and secure information for the healthcare industry.



### 16: Educational Courses/Programs

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A Is this a single course or a program consisting of a series of courses ?		B At what times of day are these courses/programs offered ?					C Average Enrollment Per Course/Program Offered	D Average Percentage of Enrolled Who Complete Course/Program	E Average Wait Time from Enrollment to Course/Program Startup (in days)	F Job Placement Rate of Enrolled Who Complete Course/Program	G Please provide a brief description of the SKILL SETS provided to participants of this program/course.	
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend						
Business Administration Accounting		Yes	Yes				Yes		2	50%	20	50%	Skills in the technical subject of accounting and taxation.
Administrative Office Professional		Yes	Yes				Yes		5	50%	20	50%	Skills in managing time, paper, and people in order to assist executives.
Computer Applications Technology		Yes	Yes				Yes		2	40%	20	50%	A broad keyboarding proficiency, refine basic general education skills.
Information Systems Engineering		Yes	Yes				Yes		2	20%	20	5%	Knowledge to plan, implement, maintain, and support information systems.
Medical Assisting		Yes	Yes				Yes		10	40%	20	70%	From clinical and administrative assisting to introduction to pharmacology.
Pharmacy Technician		Yes	Yes				Yes		6	40%	20	70%	Skills in ordering, stacking, and packaging prescriptions.
Surgical Technology		Yes	Yes				Yes		12	N/A%	20	N/A%	From preparing patients to the use of surgical instruments.
Business Administration Management		Yes	Yes				Yes		5	50%	20	30%	Broad background in accounting, human resources, marketing, and technology.

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

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#### 17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

**IF YES: Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%**

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. NONE

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. NONE

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. NONE

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. NONE

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. NONE

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. NONE

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. NONE

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. NONE

**Other, please specify:** NONE



### Training and Education Report

**Education/Training Name:** New Miami Jr./Sr. High School  
**Address:** 600 Seven Mile Ave, Hamilton, Ohio, 45011

**1: What is the name of the person responding to this Survey**

Name: Tom Alf  
Title: Principal  
Phone Number: 513-863-4917  
Email Address: nmhsta@swoca.net  
Website:

**2: Which of the following best describes your organization ?**

**Other (please specify):** Public School

**3: Please indicate which of the following workforce training and education services your organization offers:**

**4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:**  
Comprehensive high school curriculum.

**5. How long has your organization been providing workforce training and education services ?**

46 years

**6. What is your annual budget for workforce training and education ?**

3,000,000

**7. How many workforce training and education staff members do you employ ?**

**Full-time:    Part-time:**

**8. Which of the following age groups best represents your largest number of clients ?**

16-18 years of age

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# Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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## Training and Education Report

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9. Where does your organization offer workforce training and education services ?

10. Which statement best describes your organization's ability to provide services to additional clients?

11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:

Public School

12. Which two courses or programs your organization offers are currently in the greatest demand ?

Course/Program Title with Greatest Demand:

Course/Program Title with Second Greatest Demand:

13. Does your organization offer any training and education services that are targeted specifically to either

a) persons who are unemployed and last worked in an automobile related industry, or

b) persons working in an automobile related industry who have the potential to be unemployed ?

IF YES: Please briefly describe these training and education services.

14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?

NO

IF YES: Please briefly describe these job placement services.

IF YES: For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?

NONE

15. Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years ?

IF YES: Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.

New Courses/Program	Skill set provided
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## Training and Education Report

### 16: Educational Courses/Programs

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A		B					C	D	E	F	G
	Is this a single course or a program consisting of a series of courses ?		At what times of day are these courses/programs offered ?									
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend					

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

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#### 17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

**IF YES: Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%**

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. NONE

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. NONE

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. NONE

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. NONE

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. NONE

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. NONE

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. NONE

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. NONE

**Other, please specify:** NONE



### Training and Education Report

**Education/Training Name:** Norwood High School  
**Address:** 2020 Sherman Ave, Norwood, Ohio, 45212

**1: What is the name of the person responding to this Survey**

Name: Dr. Terri Holden  
Title: Principal  
Phone Number: 513-924-2800  
Email Address: holden.t@norwoodschoools.org  
Website:

**2: Which of the following best describes your organization ?**

**Other (please specify):** High School

**3: Please indicate which of the following workforce training and education services your organization offers:**

Job readiness training  
Job search assistance

**4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:**

Special education work study, JCG-jobs for cincinnati graduates (12th Grade)

**5. How long has your organization been providing workforce training and education services ?**

5 plus

**6. What is your annual budget for workforce training and education ?**

**7. How many workforce training and education staff members do you employ ?**

**Full-time:** N/A **Part-time:** N/A

**8. Which of the following age groups best represents your largest number of clients ?**

16-18 years of age

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# Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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## Training and Education Report

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**9. Where does your organization offer workforce training and education services ?**

Address provided at the beginning of this survey

**10. Which statement best describes your organization's ability to provide services to additional clients?**

We have additional capacity available.

**11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:**

Special ed students, enrolled as a senior in JCG

**12. Which two courses or programs your organization offers are currently in the greatest demand ?**

Course/Program Title with Greatest Demand: N/A

Course/Program Title with Second Greatest Demand: N/A

**13. Does your organization offer any training and education services that are targeted specifically to either**

**a) persons who are unemployed and last worked in an automobile related industry, or**

**b) persons working in an automobile related industry who have the potential to be unemployed ?**

NO

**IF YES: Please briefly describe these training and education services.**

**14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?**

NO

**IF YES: Please briefly describe these job placement services.**

**IF YES: For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?**

NONE

**15. Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years ?**

NO

**IF YES: Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.**

New Courses/Program	Skill set provided
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## Training and Education Report

### 16: Educational Courses/Programs

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A		B					C	D	E	F	G
	Is this a single course or a program consisting of a series of courses ?		At what times of day are these courses/programs offered ?									
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend					
Work Study	Yes				Yes			5	95%	N/A	50%	Courses for special education students only-basic job skills.
Transition Planning	Yes				Yes			5	95%	N/A	50%	Same as Above
JCG	Yes		Yes		Yes			30	95%	N/A	50%	Course for seniors only through Jobs for Cincinnati's Graduates.

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

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17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

NO

**IF YES: Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%**

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. NONE

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. NONE

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. NONE

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. NONE

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. NONE

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. NONE

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. NONE

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. NONE

**Other, please specify:** NONE



Training and Education Report

Education/Training Name: Oakwood High School
Address: 1200 Far Hills Ave, Dayton, Ohio, 45419

1: What is the name of the person responding to this Survey

Name: Joe Boyle
Title: Principal
Phone Number: 937-297-5325
Email Address: boyle.joe@oakwood.k12.oh.us
Website:

2: Which of the following best describes your organization ?

Other (please specify): Public School

3: Please indicate which of the following workforce training and education services your organization offers:

4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:

Enhance teacher expertise and ability to serve students.

5. How long has your organization been providing workforce training and education services ?

80

6. What is your annual budget for workforce training and education ?

110,000

7. How many workforce training and education staff members do you employ ?

Full-time: 0 Part-time: 0

8. Which of the following age groups best represents your largest number of clients ?

31-39 years of age

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

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**9. Where does your organization offer workforce training and education services ?**

Address provided at the beginning of this survey

**10. Which statement best describes your organization's ability to provide services to additional clients?**

We have additional capacity available.

**11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:**

Employed by school district.

**12. Which two courses or programs your organization offers are currently in the greatest demand ?**

**Course/Program Title with Greatest Demand:**

**Course/Program Title with Second Greatest Demand:**

**13. Does your organization offer any training and education services that are targeted specifically to either**

**a) persons who are unemployed and last worked in an automobile related industry, or**

**b) persons working in an automobile related industry who have the potential to be unemployed ?**

NO

**IF YES: Please briefly describe these training and education services.**

**14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?**

NO

**IF YES: Please briefly describe these job placement services.**

**IF YES: For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?**

NONE

**15. Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years ?**

NO

**IF YES: Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.**

New Courses/Program	Skill set provided
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**Training and Education Report**

**16: Educational Courses/Programs**

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A		B					C	D	E	F	G
	Is this a single course or a program consisting of a series of courses?		At what times of day are these courses/programs offered?									
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend					

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

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17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

NO

**IF YES:** Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. NONE

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. NONE

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. NONE

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. NONE

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. NONE

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. NONE

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. NONE

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. NONE

**Other, please specify:** NONE



Training and Education Report

**Education/Training Name: Protrain Services, Inc**

**Address:**

**1: What is the name of the person responding to this Survey**

Name: Scott Henderson  
Title: President  
Phone Number: 513-825-1555  
Email Address: scott@pro-train.com  
Website: www.pro-train.com

**2: Which of the following best describes your organization ?**

Private firm

**3: Please indicate which of the following workforce training and education services your organization offers:**

- Instruction in widely-used office software programs
- Industry or skill-specific technical training
- Job placement services
- Job readiness training
- Job search assistance

**4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:**

Our training is a conduct used to further our customers careers and financial well being.

**5. How long has your organization been providing workforce training and education services ?**

17 years

**6. What is your annual budget for workforce training and education ?**

8

**7. How many workforce training and education staff members do you employ ?**

**Full-time: Part-time:**

**8. Which of the following age groups best represents your largest number of clients ?**

40-49 years of age

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# Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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## Training and Education Report

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**9. Where does your organization offer workforce training and education services ?**

Address provided at the beginning of this survey  
One or more other area locations owned or leased by your organization

**10. Which statement best describes your organization's ability to provide services to additional clients?**

We have additional capacity available.

**11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:**

Typically a High School Diploma or GED although occasionally exceptions are made.

**12. Which two courses or programs your organization offers are currently in the greatest demand ?**

**Course/Program Title with Greatest Demand:** PC Support Specialist  
**Course/Program Title with Second Greatest Demand:** Business Software Specialist

**13. Does your organization offer any training and education services that are targeted specifically to either**

- a) persons who are unemployed and last worked in an automobile related industry, or
- b) persons working in an automobile related industry who have the potential to be unemployed ?

NO

**IF YES: Please briefly describe these training and education services.**

**14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?**

YES

**IF YES: Please briefly describe these job placement services.**

We offer career coaching, assessments, group job seeking skills training, resume and cover letter design, job development, etc.

**IF YES: For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?**

NONE

**15. Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years ?**

**IF YES: Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.**

New Courses/Program	Skill set provided
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## Training and Education Report

### 16: Educational Courses/Programs

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A		B					C	D	E	F	G
	Is this a single course or a program consisting of a series of courses ?		At what times of day are these courses/programs offered ?									
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend					
Business Software Specialist		Yes	Yes		Yes	Yes	Yes	6	85%	15		Computer literacy, microsoft office with certification and other courses.
PC Support Specialist		Yes			Yes	Yes	Yes		65%	15		MCSA, At, Network
Web Design Specialist		Yes	Yes		Yes	Yes		3	90%	15		HTML, XMC, Web design basics, flash, dreamweaver, photoshop.
Medial Billing and Coding Specialist		Yes	Yes		Yes	Yes	Yes	7	75%	15		Word, excel, keyboarding, medical terminology, HIPAA, coding, billing.

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# Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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## Training and Education Report

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### 17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

**IF YES: Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%**

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. NONE

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. NONE

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. NONE

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. NONE

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. NONE

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. NONE

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. NONE

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. NONE

**Other, please specify:** NONE



### Training and Education Report

**Education/Training Name: Romar of Ohio, dba: Moore universite of Hair Design, inc.**

**Address:**

**1: What is the name of the person responding to this Survey**

Name: MARVIN GENTRY

Title:

Phone Number: 513-531-3100

Email Address: gimani@fuse.net

Website: www.mooreuniversiteofhairdesign.com

**2: Which of the following best describes your organization ?**

Private firm

**3: Please indicate which of the following workforce training and education services your organization offers:**

Industry or skill-specific technical training

**4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:**

MISSION STATEMENT Moore Universite of Hair Design, Inc.'s mission is to provide a healthy, harmonious, learning environment where students and teachers interact to affirm that each student is prepared mentally, emotionally, physically and spiritually for the vast opportunities awaiting them in the cosmetology arts and sciences. INSTITUTIONAL OBJECTIVES \* To provide qualified instructors, learning materials and up-to-date teaching techniques that lead to development of persons most likely to succeed upon completion of the program. \* To contribute, in any way possible, to the growth and elevation of the cosmetology professional, the professional beauty industry, and the general standards of those practicing cosmetology throughout the globe. \* To help each student realize their individual potential and to enable each to explore the limits of their creative talents, abilities, and aptitudes for their own personal fulfillment.

**5. How long has your organization been providing workforce training and education services ?**

9 years

**6. What is your annual budget for workforce training and education ?**

19,720

**7. How many workforce training and education staff members do you employ ?**

**Full-time: Part-time:**

**8. Which of the following age groups best represents your largest number of clients ?**

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

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9. Where does your organization offer workforce training and education services ?

10. Which statement best describes your organization's ability to provide services to additional clients?

11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:

12. Which two courses or programs your organization offers are currently in the greatest demand ?

Course/Program Title with Greatest Demand:

Course/Program Title with Second Greatest Demand:

13. Does your organization offer any training and education services that are targeted specifically to either

a) persons who are unemployed and last worked in an automobile related industry, or

b) persons working in an automobile related industry who have the potential to be unemployed ?

IF YES: Please briefly describe these training and education services.

14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?

IF YES: Please briefly describe these job placement services.

IF YES: For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?

NONE

15. Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years ?

IF YES: Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.

New Courses/Program	Skill set provided
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Training and Education Report

**16: Educational Courses/Programs**

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A		B					C	D	E	F	G
	Is this a single course or a program consisting of a series of courses?		At what times of day are these courses/programs offered?									
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend					

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

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#### 17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

YES

**IF YES: Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%**

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. 7 %

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. NONE

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. NONE

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. 6 %

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. NONE

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. 87 %

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. NONE

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. NONE

**Other, please specify:** NONE



Training and Education Report

Education/Training Name: Ron West Barber College

Address:

1: What is the name of the person responding to this Survey

Name: Ron West

Title: Owner/Operator

Phone Number: 937-277-4444

Email Address:

Website:

2: Which of the following best describes your organization ?

Private firm

Professional or trade association

3: Please indicate which of the following workforce training and education services your organization offers:

Industry or skill-specific technical training

4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:

To train people to receive their barbers license in the state of Ohio.

5. How long has your organization been providing workforce training and education services ?

8

6. What is your annual budget for workforce training and education ?

8,000

7. How many workforce training and education staff members do you employ ?

Full-time: 2 Part-time: 1

8. Which of the following age groups best represents your largest number of clients ?

31-39 years of age

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# Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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## Training and Education Report

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**9. Where does your organization offer workforce training and education services ?**

Address provided at the beginning of this survey

**10. Which statement best describes your organization's ability to provide services to additional clients?**

We have additional capacity available.

**11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:**

17 years of age, birth certificate, high school diploma or GED, blood test.

**12. Which two courses or programs your organization offers are currently in the greatest demand ?**

**Course/Program Title with Greatest Demand:** Barber/Stylist Programs

**Course/Program Title with Second Greatest Demand:**

**13. Does your organization offer any training and education services that are targeted specifically to either  
a) persons who are unemployed and last worked in an automobile related industry, or  
b) persons working in an automobile related industry who have the potential to be unemployed ?**

NO

**IF YES: Please briefly describe these training and education services.**

**14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?**

YES

**IF YES: Please briefly describe these job placement services.**

Trade very depleted, many jobs available.

**IF YES: For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?**

100 %

**15. Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years ?**

NO

**IF YES: Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.**

New Courses/Program	Skill set provided
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## Training and Education Report

### 16: Educational Courses/Programs

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A		B					C	D	E	F	G
	Is this a single course or a program consisting of a series of courses ?		At what times of day are these courses/programs offered ?									
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend					
Barber/Stylist Program	Yes		Yes	Yes	Yes	Yes	Yes	13-25	100%	0	100%	Haircutting and styling, straight razor shaves and facials.

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

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#### 17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

YES

**IF YES: Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%**

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. NONE

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. NONE

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. NONE

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. NONE

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. NONE

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. 100 %

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. NONE

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. NONE

**Other, please specify:** NONE



### Training and Education Report

**Education/Training Name:** Talawanda High School

**Address:** 101 W Chestnut St, Oxford, Ohio, 45056

**1: What is the name of the person responding to this Survey**

Name: Vicki Brunn  
Title: Principal  
Phone Number: 513-273-3214  
Email Address: brunnv@talawanda.org  
Website:

**2: Which of the following best describes your organization ?**

State government agency or program

**3: Please indicate which of the following workforce training and education services your organization offers:**

Adult basic skill or literacy training  
Basic computer literacy training  
Instruction in widely-used office software programs  
Customer service, teamwork, or communication skills training  
Job readiness training

**4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:**

To ensure that all students succeed by providing quality programs and instruction, engaging our students and maintaining fiscal responsibility.

**5. How long has your organization been providing workforce training and education services ?**

50 years

**6. What is your annual budget for workforce training and education ?**

165,415

**7. How many workforce training and education staff members do you employ ?**

**Full-time:**    **Part-time:**

**8. Which of the following age groups best represents your largest number of clients ?**

16-18 years of age

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# Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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## Training and Education Report

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**9. Where does your organization offer workforce training and education services ?**

Address provided at the beginning of this survey

**10. Which statement best describes your organization's ability to provide services to additional clients?**

We have additional capacity available.

**11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:**

Residence in our district.

**12. Which two courses or programs your organization offers are currently in the greatest demand ?**

**Course/Program Title with Greatest Demand:** College preparatory programs

**Course/Program Title with Second Greatest Demand:** At rich population ie. co-teaching model

**13. Does your organization offer any training and education services that are targeted specifically to either  
a) persons who are unemployed and last worked in an automobile related industry, or  
b) persons working in an automobile related industry who have the potential to be unemployed ?**

NO

**IF YES: Please briefly describe these training and education services.**

**14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?**

NO

**IF YES: Please briefly describe these job placement services.**

**IF YES: For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?**

NONE

**15. Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years ?**

NO

**IF YES: Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.**

New Courses/Program	Skill set provided
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### Training and Education Report

#### 16: Educational Courses/Programs

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A		B					C	D	E	F	G
	Is this a single course or a program consisting of a series of courses ?		At what times of day are these courses/programs offered ?									
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend	Average Enrollment Per Course/Program Offered	Average Percentage of Enrolled Who Complete Course/Program	Average Wait Time from Enrollment to Course/Program Startup (in days)	Job Placement Rate of Enrolled Who Complete Course/Program	Please provide a brief description of the SKILL SETS provided to participants of this program/course.
English		Yes	Yes	Yes	Yes			1100	90%	150		Study of literature, reading, writing, analytical thinking skills.
Social Studies		Yes	Yes	Yes	Yes			800	90%	150		Critical thinking skills, cause and effect of historical data, sociology, psychology, anthropology.
Science		Yes	Yes	Yes	Yes			750	90%	150		Study of life, earth, and physical sciences as well as bio tech.
Math		Yes	Yes	Yes	Yes			800	90%	150		From algebra 1 concepts through calculus.
Fine Arts		Yes	Yes	Yes	Yes			400	90%	150		Visual arts, music, photography, and drama.
Business		Yes	Yes	Yes	Yes			300	90%	150		From beginning computer skills to business law, economics, and web design.
Foreign Language		Yes	Yes	Yes	Yes			440	90%	150		From beginning french 1 & spanish 1 to honors 4th year languages.
Health and Physical Education		Yes	Yes	Yes	Yes			590	90%	150		From health and wellness education to fitness for life skills.

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# Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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## Training and Education Report

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17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

NO

**IF YES: Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%**

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. NONE

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. NONE

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. NONE

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. NONE

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. NONE

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. NONE

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. NONE

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. NONE

**Other, please specify:** NONE



### Training and Education Report

**Education/Training Name:** The Art Institute of Cincinnati

**Address:**

**1: What is the name of the person responding to this Survey**

Name: Marion K Allman  
Title: CEO  
Phone Number: 513-751-1206  
Email Address: mkaliz@msn.com  
Website: theartinstituteofcincinnati.com

**2: Which of the following best describes your organization ?**

**Other (please specify):** Corporation

**3: Please indicate which of the following workforce training and education services your organization offers:**

**4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:**

Other entry level training into the graphic design industry.

**5. How long has your organization been providing workforce training and education services ?**

32

**6. What is your annual budget for workforce training and education ?**

**7. How many workforce training and education staff members do you employ ?**

**Full-time:** 0 **Part-time:** 0

**8. Which of the following age groups best represents your largest number of clients ?**

19-22 years of age

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# Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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## Training and Education Report

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**9. Where does your organization offer workforce training and education services ?**

Address provided at the beginning of this survey

**10. Which statement best describes your organization's ability to provide services to additional clients?**

We have additional capacity available.

**11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:**

To gain acceptance we need to interview, a portfolio of art work and funds to pay for the 2 years.

**12. Which two courses or programs your organization offers are currently in the greatest demand ?**

**Course/Program Title with Greatest Demand:** Graphic Design

**Course/Program Title with Second Greatest Demand:**

**13. Does your organization offer any training and education services that are targeted specifically to either**

**a) persons who are unemployed and last worked in an automobile related industry, or**

**b) persons working in an automobile related industry who have the potential to be unemployed ?**

NO

**IF YES: Please briefly describe these training and education services.**

**14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?**

YES

**IF YES: Please briefly describe these job placement services.**

Only if they graduate.

**IF YES: For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?**

25 %

**15. Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years ?**

NO

**IF YES: Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.**

New Courses/Program	Skill set provided
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## Training and Education Report

### 16: Educational Courses/Programs

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A		B					C	D	E	F	G
	Is this a single course or a program consisting of a series of courses ?		At what times of day are these courses/programs offered ?									
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend	Average Enrollment Per Course/Program Offered	Average Percentage of Enrolled Who Complete Course/Program	Average Wait Time from Enrollment to Course/Program Startup (in days)	Job Placement Rate of Enrolled Who Complete Course/Program	Please provide a brief description of the SKILL SETS provided to participants of this program/course.
Graphic Design		Yes						80	70%		75-95%	The course is a 2 year program, everyday monday-friday 8 a.m. to 1:30 p.m.

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

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#### 17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

YES

**IF YES: Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%**

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. NONE

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. NONE

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. NONE

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. NONE

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. NONE

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. NONE

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. NONE

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. NONE

**Other, please specify:** Graphic Design 100 %



### Training and Education Report

**Education/Training Name:**The Miami Valley School

**Address:** 5151 Denise Drive, Dayton, Ohio, 45429

**1: What is the name of the person responding to this Survey**

Name: Samuel Wagner, V  
Title: Head of Upper School  
Phone Number:  
Email Address:  
Website: www.mvschool.com

**2: Which of the following best describes your organization ?**

Private firm  
Community or neighborhood organization  
Non-profit organization

**Other (please specify):** EC-12 Independent Day School

**3: Please indicate which of the following workforce training and education services your organization offers:**

Basic computer literacy training  
Customer service, teamwork, or communication skills training  
Job placement services

**4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:**

The mission of The Miami Valley School is to challenge young people of promise to become self-sustaining learners and compassionate global citizens. As the Dayton area's only independent college-preparatory school, MVS is committed to the highest quality of educational excellence, combined with personal attention and in-depth experiential learning opportunities.

**5. How long has your organization been providing workforce training and education services ?**

43 years

**6. What is your annual budget for workforce training and education ?**

**7. How many workforce training and education staff members do you employ ?**

**Full-time:** 75    **Part-time:** 10

**8. Which of the following age groups best represents your largest number of clients ?**

16-18 years of age

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# Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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## Training and Education Report

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### 9. Where does your organization offer workforce training and education services ?

Address provided at the beginning of this survey

One or more other area locations owned or leased by your organization

### 10. Which statement best describes your organization's ability to provide services to additional clients?

We have additional capacity available.

### 11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:

The application process consists of submitting an MVS application, securing references from current teachers, submitting transcripts, screening through standardized testing, and meeting with the Admission Office. An admission packet, calendar, and further information about The Miami Valley School will be sent to you upon request.

### 12. Which two courses or programs your organization offers are currently in the greatest demand ?

Course/Program Title with Greatest Demand:

Course/Program Title with Second Greatest Demand:

### 13. Does your organization offer any training and education services that are targeted specifically to either

a) persons who are unemployed and last worked in an automobile related industry, or

b) persons working in an automobile related industry who have the potential to be unemployed ?

NO

IF YES: Please briefly describe these training and education services.

### 14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?

YES

IF YES: Please briefly describe these job placement services.

Highly individualized college counseling with a student-counselor ratio of 16:1 guides students through appropriate decision-making with respect to college and university application. Beginning in the junior year, students have opportunities to meet with nearly 50 different college representatives on campus. More than half of MVS graduates are accepted by the top five percent of the nation's institutions of higher learning, and 100 percent of its graduates attend college. Formal counseling begins in the student's junior year. As a college preparatory school, The Miami Valley School assumes the responsibility of aiding the student and parents in the selection of a college that will meet academic, personal, and social needs; directing the student in processing college applications; and providing proper support materials. Students are encouraged to discuss with teachers their college aspirations and to discover in conversation or in reference materials the many college alternatives and opportunities, which are available to them.

IF YES: For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?

100 %

### 15. Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years ?

YES

IF YES: Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.

New Courses/Program	Skill set provided
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## Training and Education Report

### 16: Educational Courses/Programs

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A		B					C	D	E	F	G
	Is this a single course or a program consisting of a series of courses?		At what times of day are these courses/programs offered?									
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend					

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

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#### 17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

**IF YES:** Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. NONE

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. NONE

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. NONE

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. NONE

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. NONE

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. NONE

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. NONE

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. NONE

**Other, please specify:** NONE



### Training and Education Report

**Education/Training Name:** Tri-State Semi Driver Training, Inc  
**Address:**

**1: What is the name of the person responding to this Survey**

Name: Dennis R. Bailey  
Title: Director  
Phone Number: 513-424-1237  
Email Address: dbailey@tri-state.edu  
Website: learn2drive.com

**2: Which of the following best describes your organization ?**

Private firm

**3: Please indicate which of the following workforce training and education services your organization offers:**

Industry or skill-specific technical training  
Job readiness training  
Safety training(e.g., OSHA)

**4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:**

to train individuals to obtain a Class A, commercial Driver's license and gain employment in the trucking/transportation industry

**5. How long has your organization been providing workforce training and education services ?**

38 years

**6. What is your annual budget for workforce training and education ?**

**7. How many workforce training and education staff members do you employ ?**

Full-time: 12 Part-time: 3

**8. Which of the following age groups best represents your largest number of clients ?**

31-39 years of age

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

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**9. Where does your organization offer workforce training and education services ?**

One or more other area locations owned or leased by your organization

**10. Which statement best describes your organization's ability to provide services to additional clients?**

We have additional capacity available.

**11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:**

Minimum of 21 years of age; Must be able to meet Department of Transportation physical requirements. Pass 5 panel drug screen

**12. Which two courses or programs your organization offers are currently in the greatest demand ?**

**Course/Program Title with Greatest Demand:** Truck Driver Trainee - GT III

**Course/Program Title with Second Greatest Demand:**

**13. Does your organization offer any training and education services that are targeted specifically to either**

**a) persons who are unemployed and last worked in an automobile related industry, or**

**b) persons working in an automobile related industry who have the potential to be unemployed ?**

NO

**IF YES: Please briefly describe these training and education services.**

**14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?**

YES

**IF YES: Please briefly describe these job placement services.**

Recruiters from national, regional and local trucking companies came weekly to recruit students to work for them.

**IF YES: For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?**

80 %

**15. Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years ?**

YES

**IF YES: Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.**

New Courses/Program	Skill set provided
I. Truck Driver Trainee - GT III B	Class B CDL Training



## Training and Education Report

### 16: Educational Courses/Programs

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A Is this a single course or a program consisting of a series of courses ?		B At what times of day are these courses/programs offered ?					C Average Enrollment Per Course/Program Offered	D Average Percentage of Enrolled Who Complete Course/Program	E Average Wait Time from Enrollment to Course/Program Startup (in days)	F Job Placement Rate of Enrolled Who Complete Course/Program	G Please provide a brief description of the SKILL SETS provided to participants of this program/course.
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend					
Truck Driver Training	Yes		Yes		Yes		Yes	9	90%	6	80%	From written CDL test preparation to skills control state test completion

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

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#### 17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

YES

**IF YES: Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%**

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. NONE

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. NONE

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. NONE

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. 3 %

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. NONE

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. 17 %

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. 80 %

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. NONE

**Other, please specify:** NONE



### Training and Education Report

**Education/Training Name:** Tri-Village Schools  
**Address:** PO Box 31, New Madison, Ohio, 45346

**1: What is the name of the person responding to this Survey**

Name: William Moore  
Title: Principal  
Phone Number: 937-996-1511  
Email Address: tvhswmoore@mdeca.org  
Website: www.tri-village.k12.oh.us/

**2: Which of the following best describes your organization ?**

**Other (please specify):** School

**3: Please indicate which of the following workforce training and education services your organization offers:**

**4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:**

Our mission is to provide a safe learning environment where students are challenged to think critically and to analyze and synthesize ideas, encouraged to meet and exceed their educational goals, motivated to reach farther and higher each day, and inspired to become lifelong learners and thinking citizens.

**5. How long has your organization been providing workforce training and education services ?**

Public School

**6. What is your annual budget for workforce training and education ?**

**7. How many workforce training and education staff members do you employ ?**

**Full-time:**    **Part-time:**

**8. Which of the following age groups best represents your largest number of clients ?**

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# Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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## Training and Education Report

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9. Where does your organization offer workforce training and education services ?

10. Which statement best describes your organization's ability to provide services to additional clients?

11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:

12. Which two courses or programs your organization offers are currently in the greatest demand ?

Course/Program Title with Greatest Demand:

Course/Program Title with Second Greatest Demand:

13. Does your organization offer any training and education services that are targeted specifically to either

a) persons who are unemployed and last worked in an automobile related industry, or

b) persons working in an automobile related industry who have the potential to be unemployed ?

IF YES: Please briefly describe these training and education services.

14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?

IF YES: Please briefly describe these job placement services.

IF YES: For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?

NONE

15. Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years ?

IF YES: Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.

New Courses/Program	Skill set provided
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Training and Education Report

**16: Educational Courses/Programs**

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A		B					C	D	E	F	G
	Is this a single course or a program consisting of a series of courses ?		At what times of day are these courses/programs offered ?									
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend					

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

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#### 17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

**IF YES: Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%**

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. NONE

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. NONE

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. NONE

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. NONE

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. NONE

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. NONE

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. NONE

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. NONE

**Other, please specify:** NONE



### Training and Education Report

**Education/Training Name:** U. S. Grant JVS

**Address:**

**1: What is the name of the person responding to this Survey**

Name: Jean Grider  
Title: Adult Director  
Phone Number: 513.734.6222  
Email Address: jgrider@grantcareer.com  
Website: grantcareer.com

**2: Which of the following best describes your organization ?**

Non-profit organization

**3: Please indicate which of the following workforce training and education services your organization offers:**

Basic computer literacy training  
Instruction in widely-used office software programs  
Industry or skill-specific technical training  
Job search assistance

**4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:**

To prepare youth and adults with the employability practices, academic preparation, and technical skills to become productive capable citizens to pursue educational opportunities and profitable enjoyable careers.

**5. How long has your organization been providing workforce training and education services ?**

35+ years

**6. What is your annual budget for workforce training and education ?**

**7. How many workforce training and education staff members do you employ ?**

**Full-time:** 40+ **Part-time:** 10+

**8. Which of the following age groups best represents your largest number of clients ?**

16-18 years of age

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# Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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## Training and Education Report

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**9. Where does your organization offer workforce training and education services ?**

Address provided at the beginning of this survey  
At business or employer worksites

**10. Which statement best describes your organization's ability to provide services to additional clients?**

We have additional capacity available.

**11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:**

At the Adult Education level, our Career Development programs require a high school diploma or GED; other courses have no requirements

**12. Which two courses or programs your organization offers are currently in the greatest demand ?**

**Course/Program Title with Greatest Demand:** Computerized Business and Medical Applications

**Course/Program Title with Second Greatest Demand:** Certified Nursing Assistant

**13. Does your organization offer any training and education services that are targeted specifically to either**

**a) persons who are unemployed and last worked in an automobile related industry, or**

**b) persons working in an automobile related industry who have the potential to be unemployed ?**

NO

**IF YES: Please briefly describe these training and education services.**

**14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?**

NO

**IF YES: Please briefly describe these job placement services.**

**IF YES: For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?**

NONE

**15. Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years ?**

NO

**IF YES: Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.**

New Courses/Program	Skill set provided
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## Training and Education Report

### 16: Educational Courses/Programs

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A		B					C	D	E	F	G
	Is this a single course or a program consisting of a series of courses ?		At what times of day are these courses/programs offered ?									
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend					
Computerized Business and Medical Applications		Yes	Yes		Yes			20-25	18%	1 month	75-80%	Keyboarding, English, Math, Accounting, Med. Coding & Transcription, et al.
Certified Nursing Assistant	Yes					Yes		8	8%	1 month	95%	State mandated curriculum for STNA
Welding	Yes					Yes		10	10%	1 month		Basic skills for welding

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# Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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## Training and Education Report

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### 17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

YES

**IF YES: Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%**

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. NONE

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. NONE

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. NONE

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. NONE

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. 50 %

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. 50 %

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. NONE

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. NONE

**Other, please specify:** NONE



### Training and Education Report

**Education/Training Name:** University of Dayton  
**Address:** 300 S Fuls Rd, New Lebanon, Ohio, 45345

**1: What is the name of the person responding to this Survey**

Name: Doug Dunham  
Title: HS Prinicpal  
Phone Number: 937-687-1366  
Email Address: DDunham@newlebanon.k12.ohus  
Website: www.newlebanon.k12.oh.us

**2: Which of the following best describes your organization ?**

Federal government agency or program  
State government agency or program  
County government agency or program  
City government agency or program

**3: Please indicate which of the following workforce training and education services your organization offers:**

Customer service, teamwork, or communication skills training  
Management or supervisory skills training  
Safety training(e.g., OSHA)

**4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:**

We are a high school preparing students to enter college, workforce, or military organizations.

**5. How long has your organization been providing workforce training and education services ?**

80 years

**6. What is your annual budget for workforce training and education ?**

1,000,000.00

**7. How many workforce training and education staff members do you employ ?**

**Full-time:** 68    **Part-time:** 12

**8. Which of the following age groups best represents your largest number of clients ?**

16-18 years of age

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

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**9. Where does your organization offer workforce training and education services ?**

Address provided at the beginning of this survey

**10. Which statement best describes your organization's ability to provide services to additional clients?**

We have additional capacity available.

**11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:**

Must be a freshmen in high school; under the age of 21 years of age.

**12. Which two courses or programs your organization offers are currently in the greatest demand ?**

**Course/Program Title with Greatest Demand:** General Education

**Course/Program Title with Second Greatest Demand:** Career Tech at MVCTC

**13. Does your organization offer any training and education services that are targeted specifically to either**

**a) persons who are unemployed and last worked in an automobile related industry, or**

**b) persons working in an automobile related industry who have the potential to be unemployed ?**

NO

**IF YES: Please briefly describe these training and education services.**

**14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?**

NO

**IF YES: Please briefly describe these job placement services.**

**IF YES: For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?**

NONE

**15. Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years ?**

YES

**IF YES: Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.**

New Courses/Program	Skill set provided
1. General education classes	



## Training and Education Report

### 16: Educational Courses/Programs

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A		B					C	D	E	F	G
	Is this a single course or a program consisting of a series of courses?		At what times of day are these courses/programs offered?									
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend					

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# Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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## Training and Education Report

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### 17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

YES

**IF YES: Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%**

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. 10 %

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. 10 %

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. 40 %

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. 10 %

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. 10 %

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. 10 %

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. 5 %

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. 5 %

**Other, please specify:** NONE



### Training and Education Report

**Education/Training Name:** Urban League of Greater Cincinnati

**Address:**

**1: What is the name of the person responding to this Survey**

Name: Marsha Watts Visher  
Title: EVP  
Phone Number: 5134876503  
Email Address: mvisher@gcul.org  
Website: gcul.org

**2: Which of the following best describes your organization ?**

Non-profit organization

**3: Please indicate which of the following workforce training and education services your organization offers:**

Adult basic skill or literacy training  
Basic computer literacy training  
Customer service, teamwork, or communication skills training  
Industry or skill-specific technical training  
Job placement services  
Job readiness training  
Job search assistance

**4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:**

To level the playing field for African Americans and others at risk by providing job placement and readiness services intended to assist a population ranging from youth to adults, with educational levels and professional experiences across the board.

**5. How long has your organization been providing workforce training and education services ?**

1949

**6. What is your annual budget for workforce training and education ?**

1.9M

**7. How many workforce training and education staff members do you employ ?**

**Full-time:** 16 **Part-time:**

**8. Which of the following age groups best represents your largest number of clients ?**

31-39 years of age

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# Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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## Training and Education Report

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### 9. Where does your organization offer workforce training and education services ?

Address provided at the beginning of this survey  
One or more other area locations owned or leased by your organization

### 10. Which statement best describes your organization's ability to provide services to additional clients?

We have additional capacity available.

### 11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:

Depending on the funding source, City residency. Depending on the funding source exoffender status must be non-violent. Eighteen years of age.

### 12. Which two courses or programs your organization offers are currently in the greatest demand ?

**Course/Program Title with Greatest Demand:** Job Readiness Training - SOAR

**Course/Program Title with Second Greatest Demand:** Customer Service / Call Center Training - ACE

### 13. Does your organization offer any training and education services that are targeted specifically to either

- a) persons who are unemployed and last worked in an automobile related industry, or
- b) persons working in an automobile related industry who have the potential to be unemployed ?

NO

**IF YES:** Please briefly describe these training and education services.

### 14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?

YES

**IF YES:** Please briefly describe these job placement services.

Titled Employment Connections, it is geared to persons looking to upgrade their employment. Training includes resume writing, interviewing, and networking.

**IF YES:** For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?

75 %

### 15. Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years ?

YES

**IF YES:** Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.

New Courses/Program	Skill set provided
1. Hotel - Hospitality Training	Customized to the hotel industry



## Training and Education Report

### 16: Educational Courses/Programs

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A Is this a single course or a program consisting of a series of courses ?		B At what times of day are these courses/programs offered ?					C Average Enrollment Per Course/Program Offered	D Average Percentage of Enrolled Who Complete Course/Program	E Average Wait Time from Enrollment to Course/Program Startup (in days)	F Job Placement Rate of Enrolled Who Complete Course/Program	G Please provide a brief description of the SKILL SETS provided to participants of this program/course.
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend					
Job Readiness Training	Yes		Yes		Yes			30	75%%	14	70%%	Employer expectations, basic resume dev, interviewing skills, personal dev
Customer Service / Call Center Training	Yes		Yes		Yes	Yes	Yes	10	80%%	14	75%%	Pre call center training, heavy emphasis on customer service skills
ABLE/GED	Yes		Yes		Yes			20	80%	0	na%	Basic academic skills enhancement; GED preparation

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

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#### 17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

YES

**IF YES:** Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. 10 %

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. 10 %

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. 10 %

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. 10 %

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. 30 %

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. 20 %

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. 5 %

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. 5 %

**Other, please specify:** NONE



### Training and Education Report

**Education/Training Name:**

**Address:**

**1: What is the name of the person responding to this Survey**

Name: Cheryl Tomasi  
Title: Treasurer  
Phone Number: 513-871-0053  
Email Address: ctomasi@cinci.rr.com  
Website: Prometric.com

**2: Which of the following best describes your organization ?**

Private firm

**3: Please indicate which of the following workforce training and education services your organization offers:**

**4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:**

We do not offer courses.

**5. How long has your organization been providing workforce training and education services ?**

**6. What is your annual budget for workforce training and education ?**

**7. How many workforce training and education staff members do you employ ?**

**Full-time:    Part-time:**

**8. Which of the following age groups best represents your largest number of clients ?**

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# Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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## Training and Education Report

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9. Where does your organization offer workforce training and education services ?

10. Which statement best describes your organization's ability to provide services to additional clients?

11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:

12. Which two courses or programs your organization offers are currently in the greatest demand ?

Course/Program Title with Greatest Demand:

Course/Program Title with Second Greatest Demand:

13. Does your organization offer any training and education services that are targeted specifically to either

a) persons who are unemployed and last worked in an automobile related industry, or

b) persons working in an automobile related industry who have the potential to be unemployed ?

IF YES: Please briefly describe these training and education services.

14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?

IF YES: Please briefly describe these job placement services.

IF YES: For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?

NONE

15. Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years ?

IF YES: Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.

New Courses/Program	Skill set provided
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## Training and Education Report

### 16: Educational Courses/Programs

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A		B					C	D	E	F	G
	Is this a single course or a program consisting of a series of courses ?		At what times of day are these courses/programs offered ?									
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend					

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# Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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## Training and Education Report

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17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

**IF YES:** Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. NONE

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. NONE

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. NONE

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. NONE

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. NONE

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. NONE

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. NONE

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. NONE

**Other, please specify:** NONE



### Training and Education Report

**Education/Training Name: Colonel White Performing Arts High School**

**Address: 501 Niagara Ave, Dayton, Ohio, 45405**

**1: What is the name of the person responding to this Survey**

Name: Duane L. Davis  
Title: Principal  
Phone Number: 937-542-6610  
Email Address: dudavis@dps.k12.oh.us  
Website:

**2: Which of the following best describes your organization ?**

State government agency or program

**3: Please indicate which of the following workforce training and education services your organization offers:**

**4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:**

**5. How long has your organization been providing workforce training and education services ?**

**6. What is your annual budget for workforce training and education ?**

**7. How many workforce training and education staff members do you employ ?**

**Full-time: Part-time:**

**8. Which of the following age groups best represents your largest number of clients ?**

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# Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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## Training and Education Report

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9. Where does your organization offer workforce training and education services ?

10. Which statement best describes your organization's ability to provide services to additional clients?

11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:

12. Which two courses or programs your organization offers are currently in the greatest demand ?

Course/Program Title with Greatest Demand:

Course/Program Title with Second Greatest Demand:

13. Does your organization offer any training and education services that are targeted specifically to either

a) persons who are unemployed and last worked in an automobile related industry, or

b) persons working in an automobile related industry who have the potential to be unemployed ?

IF YES: Please briefly describe these training and education services.

14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?

IF YES: Please briefly describe these job placement services.

IF YES: For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?

NONE

15. Does your organization plan to **ADD NEW COURSES OR PROGRAMS** during the next two years ?

IF YES: Please briefly describe these **NEW COURSES OR PROGRAMS** and the skill sets they will provide.

New Courses/Program	Skill set provided
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Training and Education Report

**16: Educational Courses/Programs**

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A		B					C	D	E	F	G
	Is this a single course or a program consisting of a series of courses ?		At what times of day are these courses/programs offered ?									
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend					

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

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17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

**IF YES:** Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. NONE

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. NONE

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. NONE

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. NONE

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. NONE

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. NONE

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. NONE

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. NONE

**Other, please specify:** NONE



### Training and Education Report

**Education/Training Name:** CENTRAL CHAPTER SOCIETY MDCN  
**Address:** 5987 TURPIN HILLS DR, CINCINNATI, OH, 45244

**1: What is the name of the person responding to this Survey**

Name: Dr. Vincent J. Sodd  
Title: Professor Radiology, Executive Director Nuclear Med.  
Phone Number:  
Email Address: v.sodd@att.net  
Website: snm.org/s.e.chapter

**2: Which of the following best describes your organization ?**

Non-profit organization

**3: Please indicate which of the following workforce training and education services your organization offers:**

Industry or skill-specific technical training

**4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:**

Provide education in the efficacious use of radioactive materials in the diagnosis of treatment of disease.

**5. How long has your organization been providing workforce training and education services ?**

30

**6. What is your annual budget for workforce training and education ?**

87,000

**7. How many workforce training and education staff members do you employ ?**

Full-time: 0 Part-time: 3

**8. Which of the following age groups best represents your largest number of clients ?**

40-49 years of age

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# Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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## Training and Education Report

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**9. Where does your organization offer workforce training and education services ?**

Other (please specify): Major Hotels

**10. Which statement best describes your organization's ability to provide services to additional clients?**

We are at capacity, but lack the resources to expand to meet additional demand for our services.

**11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:**

MD, PH.D, PharmD & Certified Technologist.

**12. Which two courses or programs your organization offers are currently in the greatest demand ?**

**Course/Program Title with Greatest Demand:** Annual Nuclear Medicine Mfg.

**Course/Program Title with Second Greatest Demand:** Tech Workshops

**13. Does your organization offer any training and education services that are targeted specifically to either  
a) persons who are unemployed and last worked in an automobile related industry, or  
b) persons working in an automobile related industry who have the potential to be unemployed ?**

NO

**IF YES: Please briefly describe these training and education services.**

**14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?**

NO

**IF YES: Please briefly describe these job placement services.**

**IF YES: For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?**

NONE

**15. Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years ?**

YES

**IF YES: Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.**

New Courses/Program	Skill set provided
1. Depends on the need assessments gleaned from post meeting critiques.	



## Training and Education Report

### 16: Educational Courses/Programs

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A		B					C	D	E	F	G
	Is this a single course or a program consisting of a series of courses ?		At what times of day are these courses/programs offered ?									
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend					
48 Annual meeting of Nuclear medicine	Yes						Yes	300	300%			How to perform nuclear & molecular imagine and therapy protocols that benefit the patient.

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

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17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

NO

**IF YES:** Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. NONE

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. NONE

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. NONE

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. NONE

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. NONE

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. NONE

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. NONE

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. NONE

**Other, please specify:** NONE



### Training and Education Report

**Education/Training Name:** St. Rita School for the Deaf  
**Address:** 1720 Glendale Milford Rd, Cincinnati, Ohio, 45215

**1: What is the name of the person responding to this Survey**

Name: Gregory Ernst  
Title: Executive Director  
Phone Number: 513-771-7600  
Email Address: gernst@srsdeaf.org  
Website:

**2: Which of the following best describes your organization ?**

Non-profit organization

**Other (please specify):** High School

**3: Please indicate which of the following workforce training and education services your organization offers:**

**4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:**

We do not provide adult services, high school curriculum only.

**5. How long has your organization been providing workforce training and education services ?**

**6. What is your annual budget for workforce training and education ?**

**7. How many workforce training and education staff members do you employ ?**

**Full-time:    Part-time:**

**8. Which of the following age groups best represents your largest number of clients ?**

16-18 years of age

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# Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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## Training and Education Report

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9. Where does your organization offer workforce training and education services ?

10. Which statement best describes your organization's ability to provide services to additional clients?

11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:

12. Which two courses or programs your organization offers are currently in the greatest demand ?

Course/Program Title with Greatest Demand:

Course/Program Title with Second Greatest Demand:

13. Does your organization offer any training and education services that are targeted specifically to either

a) persons who are unemployed and last worked in an automobile related industry, or

b) persons working in an automobile related industry who have the potential to be unemployed ?

NO

IF YES: Please briefly describe these training and education services.

14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?

NO

IF YES: Please briefly describe these job placement services.

IF YES: For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?

NONE

15. Does your organization plan to **ADD NEW COURSES OR PROGRAMS** during the next two years ?

NO

IF YES: Please briefly describe these **NEW COURSES OR PROGRAMS** and the skill sets they will provide.

New Courses/Program	Skill set provided
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**Training and Education Report**

**16: Educational Courses/Programs**

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A		B					C	D	E	F	G
	Is this a single course or a program consisting of a series of courses ?		At what times of day are these courses/programs offered ?									
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend					

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# Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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## Training and Education Report

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17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

NO

**IF YES:** Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. NONE

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. NONE

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. NONE

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. NONE

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. NONE

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. NONE

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. NONE

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. NONE

**Other, please specify:** NONE



### Training and Education Report

**Education/Training Name:**Chaminade Julianne High School  
**Address:** 505 S Ludlow St, Dayton, Ohio, 45402

**1: What is the name of the person responding to this Survey**

Name: Michael C Miller  
Title: Director of Curriculum and Instruction  
Phone Number: 937-461-3740  
Email Address: mmiller@cjeagles.org  
Website:

**2: Which of the following best describes your organization ?**

- Private firm
- Faith-based institution
- Community or neighborhood organization
- Non-profit organization

**3: Please indicate which of the following workforce training and education services your organization offers:**

- Basic computer literacy training
- Instruction in widely-used office software programs
- Customer service, teamwork, or communication skills training
- Job readiness training

**4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:**

**5. How long has your organization been providing workforce training and education services ?**

**6. What is your annual budget for workforce training and education ?**

**7. How many workforce training and education staff members do you employ ?**

**Full-time:    Part-time:**

**8. Which of the following age groups best represents your largest number of clients ?**

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# Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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## Training and Education Report

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9. Where does your organization offer workforce training and education services ?

10. Which statement best describes your organization's ability to provide services to additional clients?

11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:

12. Which two courses or programs your organization offers are currently in the greatest demand ?

Course/Program Title with Greatest Demand:

Course/Program Title with Second Greatest Demand:

13. Does your organization offer any training and education services that are targeted specifically to either

a) persons who are unemployed and last worked in an automobile related industry, or

b) persons working in an automobile related industry who have the potential to be unemployed ?

IF YES: Please briefly describe these training and education services.

14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?

IF YES: Please briefly describe these job placement services.

IF YES: For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?

NONE

15. Does your organization plan to **ADD NEW COURSES OR PROGRAMS** during the next two years ?

IF YES: Please briefly describe these **NEW COURSES OR PROGRAMS** and the skill sets they will provide.

New Courses/Program	Skill set provided
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**16: Educational Courses/Programs**

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A		B					C	D	E	F	G
	Is this a single course or a program consisting of a series of courses?		At what times of day are these courses/programs offered?									
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend					

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# Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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## Training and Education Report

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### 17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

**IF YES:** Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. NONE

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. NONE

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. NONE

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. NONE

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. NONE

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. NONE

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. NONE

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. NONE

**Other, please specify:** NONE



### Training and Education Report

**Education/Training Name:** Lighthouse Community Sch Inc

**Address:** 6100 Desmond St, Cincinnati, Ohio, 45227

**1: What is the name of the person responding to this Survey**

Name: Daniel Trujillo  
Title: Principal  
Phone Number: 513-561-7888  
Email Address: dtrujillo@lys.org  
Website:

**2: Which of the following best describes your organization ?**

Non-profit organization

**3: Please indicate which of the following workforce training and education services your organization offers:**

Basic computer literacy training  
Job readiness training  
Job search assistance

**4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:**

Lighthouse Community Schools offers computer classes, vocational training classes and life-skills classes to youth who are in the foster care system.

**5. How long has your organization been providing workforce training and education services ?**

5 years

**6. What is your annual budget for workforce training and education ?**

Not specific

**7. How many workforce training and education staff members do you employ ?**

**Full-time:    Part-time:**

**8. Which of the following age groups best represents your largest number of clients ?**

16-18 years of age

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# Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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## Training and Education Report

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**9. Where does your organization offer workforce training and education services ?**

Address provided at the beginning of this survey

**10. Which statement best describes your organization's ability to provide services to additional clients?**

**11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:**

**12. Which two courses or programs your organization offers are currently in the greatest demand ?**

**Course/Program Title with Greatest Demand:**

**Course/Program Title with Second Greatest Demand:**

**13. Does your organization offer any training and education services that are targeted specifically to either**

**a) persons who are unemployed and last worked in an automobile related industry, or**

**b) persons working in an automobile related industry who have the potential to be unemployed ?**

**IF YES: Please briefly describe these training and education services.**

**14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?**

**IF YES: Please briefly describe these job placement services.**

**IF YES: For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?**

NONE

**15. Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years ?**

**IF YES: Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.**

New Courses/Program	Skill set provided
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## Training and Education Report

### 16: Educational Courses/Programs

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A		B					C	D	E	F	G
	Is this a single course or a program consisting of a series of courses?		At what times of day are these courses/programs offered?									
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend					

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

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17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

**IF YES:** Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. NONE

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. NONE

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. NONE

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. NONE

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. NONE

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. NONE

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. NONE

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. NONE

**Other, please specify:** NONE



Training and Education Report

**Education/Training Name:**

**Address:**

**1: What is the name of the person responding to this Survey**

Name: George J. Schewe  
 Title: Air Pollution Meteorologist  
 Phone Number: 812-432-9484  
 Email Address: gjs@alpinegeophysics.com  
 Website:

**2: Which of the following best describes your organization ?**

Private firm

**3: Please indicate which of the following workforce training and education services your organization offers:**

Industry or skill-specific technical training

**4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:**

To provide state-of-the-art workshops and training in atmospheric dispersion modeling.

**5. How long has your organization been providing workforce training and education services ?**

> 10 years

**6. What is your annual budget for workforce training and education ?**

0

**7. How many workforce training and education staff members do you employ ?**

Full-time: Part-time: 1

**8. Which of the following age groups best represents your largest number of clients ?**

31-39 years of age

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# Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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## Training and Education Report

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**9. Where does your organization offer workforce training and education services ?**

Donated space at a school  
At business or employer worksites

**10. Which statement best describes your organization's ability to provide services to additional clients?**

We have additional capacity available.

**11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:**

Background in math and science at college level. Working knowledge of EPA air regulatory programs.

**12. Which two courses or programs your organization offers are currently in the greatest demand ?**

**Course/Program Title with Greatest Demand:** Air Pollution Modeling and Meteorology

**Course/Program Title with Second Greatest Demand:** Air Pollution

**13. Does your organization offer any training and education services that are targeted specifically to either**

- a) persons who are unemployed and last worked in an automobile related industry, or
- b) persons working in an automobile related industry who have the potential to be unemployed ?

NO

**IF YES: Please briefly describe these training and education services.**

**14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?**

NO

**IF YES: Please briefly describe these job placement services.**

**IF YES: For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?**

NONE

**15. Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years ?**

NO

**IF YES: Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.**

New Courses/Program	Skill set provided
---------------------	--------------------



## Training and Education Report

### 16: Educational Courses/Programs

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A Is this a single course or a program consisting of a series of courses?		B At what times of day are these courses/programs offered?					C Average Enrollment Per Course/Program Offered	D Average Percentage of Enrolled Who Complete Course/Program	E Average Wait Time from Enrollment to Course/Program Startup (in days)	F Job Placement Rate of Enrolled Who Complete Course/Program	G Please provide a brief description of the SKILL SETS provided to participants of this program/course.
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend					
Air Pollution	Yes					Yes		8-10	100%	10	75%	Cover all aspects of air pollution--emission, transport, sources, control, legislation
Air Modeling and Meteorology	Yes		Yes		Yes		Yes	12-18	100%	30	100%	Cover meteorology and modeling fundamentals and practices, hands on computer

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

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17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

NO

**IF YES: Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%**

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. NONE

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. NONE

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. NONE

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. NONE

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. NONE

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. NONE

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. NONE

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. NONE

**Other, please specify:** NONE



**Education/Training Name:** P.A.C.E. High School  
**Address:** 4753 Reading Rd, Cincinnati, Ohio, 45237

**1: What is the name of the person responding to this Survey**

Name: Jam Stryffeler  
Title: Principal  
Phone Number: 751-7223  
Email Address: jam.stryffeler@pacehigh.org  
Website: www.pacehigh.org

**2: Which of the following best describes your organization ?**

Community or neighborhood organization

**3: Please indicate which of the following workforce training and education services your organization offers:**

- Adult basic skill or literacy training
- Basic computer literacy training
- Instruction in widely-used office software programs
- Job placement services
- Job readiness training
- Job search assistance

**4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:**

Drop out recovery. Job prep. Ohio graduation test prep.

**5. How long has your organization been providing workforce training and education services ?**

4

**6. What is your annual budget for workforce training and education ?**

2,000,000

**7. How many workforce training and education staff members do you employ ?**

**Full-time:** 4    **Part-time:**

**8. Which of the following age groups best represents your largest number of clients ?**

16-18 years of age

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# Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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## Training and Education Report

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**9. Where does your organization offer workforce training and education services ?**

Address provided at the beginning of this survey

**10. Which statement best describes your organization's ability to provide services to additional clients?**

We have additional capacity available.

**11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:**

14-22 years old.

**12. Which two courses or programs your organization offers are currently in the greatest demand ?**

**Course/Program Title with Greatest Demand:** Technology Skills

**Course/Program Title with Second Greatest Demand:** Life Skills

**13. Does your organization offer any training and education services that are targeted specifically to either**

**a) persons who are unemployed and last worked in an automobile related industry, or**

**b) persons working in an automobile related industry who have the potential to be unemployed ?**

NO

**IF YES: Please briefly describe these training and education services.**

**14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?**

YES

**IF YES: Please briefly describe these job placement services.**

**IF YES: For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?**

50 %

**15. Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years ?**

YES

**IF YES: Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.**

New Courses/Program	Skill set provided
1. Unsure	Unsure



## Training and Education Report

### 16: Educational Courses/Programs

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A		B					C	D	E	F	G
	Is this a single course or a program consisting of a series of courses ?		At what times of day are these courses/programs offered ?									
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend					
Technology	Yes		Yes		Yes							
Life Skills	Yes		Yes		Yes							
Study Skills	Yes		Yes		Yes							

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

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#### 17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

YES

**IF YES:** Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. 20 %

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. NONE

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. 10 %

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. 5 %

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. 10 %

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. 50 %

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. 5 %

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. NONE

**Other, please specify:** NONE



### Training and Education Report

**Education/Training Name: Goshen High School**

**Address: 6707 Goshen Rd, Goshen, Ohio, 45122**

**1: What is the name of the person responding to this Survey**

Name: Brian McKnight  
Title: Work Study Coordinator  
Phone Number: 513-722-2227  
Email Address: mcknightb@goshenlocalschools.org  
Website:

**2: Which of the following best describes your organization ?**

**Other (please specify):** high school

**3: Please indicate which of the following workforce training and education services your organization offers:**

Basic computer literacy training  
Customer service, teamwork, or communication skills training  
Job placement services  
Job readiness training  
Job search assistance

**4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:**

To take at risk high school students and help them become successful in high school and in society.

**5. How long has your organization been providing workforce training and education services ?**

10-15 years (rough estimate)

**6. What is your annual budget for workforce training and education ?**

**7. How many workforce training and education staff members do you employ ?**

**Full-time:** 2    **Part-time:**

**8. Which of the following age groups best represents your largest number of clients ?**

16-18 years of age

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# Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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## Training and Education Report

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**9. Where does your organization offer workforce training and education services ?**

Other (please specify): high school

**10. Which statement best describes your organization's ability to provide services to additional clients?**

We have additional capacity available.

**11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:**

reliable transportation maintain good grades good conduct at school and work maintain employment throughout school year

**12. Which two courses or programs your organization offers are currently in the greatest demand ?**

**Course/Program Title with Greatest Demand:**

**Course/Program Title with Second Greatest Demand:**

**13. Does your organization offer any training and education services that are targeted specifically to either**

**a) persons who are unemployed and last worked in an automobile related industry, or**

**b) persons working in an automobile related industry who have the potential to be unemployed ?**

NO

**IF YES: Please briefly describe these training and education services.**

**14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?**

NO

**IF YES: Please briefly describe these job placement services.**

**IF YES: For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?**

NONE

**15. Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years ?**

**IF YES: Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.**

New Courses/Program	Skill set provided
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## Training and Education Report

### 16: Educational Courses/Programs

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A		B					C	D	E	F	G
	Is this a single course or a program consisting of a series of courses ?		At what times of day are these courses/programs offered ?									
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend					
American History	Yes		Yes					17	90%			Teach American History for grad credit
Algebra	Yes		Yes					17	90%			Teach algebra for grad credit
Career English	Yes		Yes					17	90%			Teach career english for grad credit
Work Study	Yes		Yes					17	90%			employability skills and job readiness.

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

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#### 17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

NO

**IF YES: Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%**

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. NONE

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. NONE

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. NONE

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. NONE

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. NONE

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. NONE

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. NONE

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. NONE

**Other, please specify:** NONE



### Training and Education Report

**Education/Training Name:** Loveland High School

**Address:** 1 Tiger Trl, Loveland, Ohio, 45140

**1: What is the name of the person responding to this Survey**

Name: Jamie Gordon  
Title: Counselor  
Phone Number: 513-697-3720  
Email Address: gordonja@loveland.k12.oh.us  
Website:

**2: Which of the following best describes your organization ?**

**Other (please specify):** High School

**3: Please indicate which of the following workforce training and education services your organization offers:**

**4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:**

Our workforce training primarily takes place in our Special Education Department, preparing students with special needs for the workplace. We also are affiliated with the Great Oaks Vocational System. We have junior and senior students who attend a vocational school in place of our traditional school.

**5. How long has your organization been providing workforce training and education services ?**

**6. What is your annual budget for workforce training and education ?**

**7. How many workforce training and education staff members do you employ ?**

**Full-time:    Part-time:**

**8. Which of the following age groups best represents your largest number of clients ?**

16-18 years of age

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# Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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## Training and Education Report

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9. Where does your organization offer workforce training and education services ?

10. Which statement best describes your organization's ability to provide services to additional clients?

11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:

12. Which two courses or programs your organization offers are currently in the greatest demand ?

Course/Program Title with Greatest Demand:

Course/Program Title with Second Greatest Demand:

13. Does your organization offer any training and education services that are targeted specifically to either

a) persons who are unemployed and last worked in an automobile related industry, or

b) persons working in an automobile related industry who have the potential to be unemployed ?

IF YES: Please briefly describe these training and education services.

14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?

IF YES: Please briefly describe these job placement services.

IF YES: For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?

NONE

15. Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years ?

IF YES: Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.

New Courses/Program	Skill set provided
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Training and Education Report

**16: Educational Courses/Programs**

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A		B					C	D	E	F	G
	Is this a single course or a program consisting of a series of courses ?		At what times of day are these courses/programs offered ?					Average Enrollment Per Course/Program Offered	Average Percentage of Enrolled Who Complete Course/Program	Average Wait Time from Enrollment to Course/Program Startup (in days)	Job Placement Rate of Enrolled Who Complete Course/Program	Please provide a brief description of the SKILL SETS provided to participants of this program/course.
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend					

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

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#### 17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

**IF YES:** Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. NONE

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. NONE

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. NONE

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. NONE

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. NONE

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. NONE

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. NONE

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. NONE

**Other, please specify:** NONE



Training and Education Report

Education/Training Name:

Address:

1: What is the name of the person responding to this Survey

Name: Dr. Dennis N. Ulrich
Title: Executive Director
Phone Number: 513.569.1414
Email Address: dennis.ulrich@cincinnatiatstate.edu
Website:

2: Which of the following best describes your organization ?

Other (please specify): Community College

3: Please indicate which of the following workforce training and education services your organization offers:

- Adult basic skill or literacy training
Customer service, teamwork, or communication skills training
Management or supervisory skills training
Industry or skill-specific technical training
Quality control training (such as Total Quality Management)

4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:

To provide technical, management and personal enrichment training and consulting services to regional community organizations.

5. How long has your organization been providing workforce training and education services ?

7 years as a centralized function

6. What is your annual budget for workforce training and education ?

\$1.7M

7. How many workforce training and education staff members do you employ ?

Full-time: 9 Part-time: 1

8. Which of the following age groups best represents your largest number of clients ?

31-39 years of age

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# Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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## Training and Education Report

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### 9. Where does your organization offer workforce training and education services ?

Address provided at the beginning of this survey  
One or more other area locations owned or leased by your organization  
At business or employer worksites

### 10. Which statement best describes your organization's ability to provide services to additional clients?

We have additional capacity available.

### 11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:

This is dependent on the specific training selected

### 12. Which two courses or programs your organization offers are currently in the greatest demand ?

**Course/Program Title with Greatest Demand:** Medical programming (various)

**Course/Program Title with Second Greatest Demand:** Industrial Maintenance

### 13. Does your organization offer any training and education services that are targeted specifically to either

- a) persons who are unemployed and last worked in an automobile related industry, or
- b) persons working in an automobile related industry who have the potential to be unemployed ?

NO

**IF YES: Please briefly describe these training and education services.**

### 14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?

NO

**IF YES: Please briefly describe these job placement services.**

**IF YES: For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?**

NONE

### 15. Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years ?

YES

**IF YES: Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.**

New Courses/Program	Skill set provided
1. Leadership Development	Leadership skills at the executive level
2. Variety of health care programming	A wide range of certificate-based skills



Training and Education Report

**16: Educational Courses/Programs**

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A		B					C	D	E	F	G
	Is this a single course or a program consisting of a series of courses ?		At what times of day are these courses/programs offered ?									
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend					

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

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#### 17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

YES

**IF YES: Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%**

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. 10 %

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. 40 %

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. 10 %

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. NONE

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. 10 %

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. 5 %

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. 25 %

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. NONE

**Other, please specify:** NONE



### Training and Education Report

**Education/Training Name:** Centerville High School

**Address:** 500 E Franklin St, Centerville, Ohio, 45459

**1: What is the name of the person responding to this Survey**

Name: Jon T. Wesley  
Title: Career Tech Principal  
Phone Number: 937-439-3507  
Email Address: jon.wesney@centerville.k12.oh.us  
Website:

**2: Which of the following best describes your organization ?**

**Other (please specify):** High School grades 9-12

**3: Please indicate which of the following workforce training and education services your organization offers:**

Basic computer literacy training  
Instruction in widely-used office software programs  
Customer service, teamwork, or communication skills training  
Industry or skill-specific technical training  
Job placement services  
Job readiness training  
Job search assistance  
Safety training(e.g., OSHA)

**4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:**

Centerville, Fairmont, and Oakwood high schools partner together to form our Career Technical Planning district. Our Career Technical Planning district provides workforce development programs to help prepare students for post secondary options and the workforce.

**5. How long has your organization been providing workforce training and education services ?**

30+ years

**6. What is your annual budget for workforce training and education ?**

\$300,000.00

**7. How many workforce training and education staff members do you employ ?**

**Full-time:** 55    **Part-time:**

**8. Which of the following age groups best represents your largest number of clients ?**

16-18 years of age

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# Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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## Training and Education Report

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**9. Where does your organization offer workforce training and education services ?**

Address provided at the beginning of this survey  
One or more other area locations owned or leased by your organization  
At business or employer worksites

**10. Which statement best describes your organization's ability to provide services to additional clients?**

**11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:**

**12. Which two courses or programs your organization offers are currently in the greatest demand ?**

Course/Program Title with Greatest Demand:  
Course/Program Title with Second Greatest Demand:

**13. Does your organization offer any training and education services that are targeted specifically to either**  
a) persons who are unemployed and last worked in an automobile related industry, or  
b) persons working in an automobile related industry who have the potential to be unemployed ?

**IF YES:** Please briefly describe these training and education services.

**14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?**

**IF YES:** Please briefly describe these job placement services.  
**IF YES:** For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?  
NONE

**15. Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years ?**

**IF YES:** Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.

New Courses/Program	Skill set provided
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## Training and Education Report

### 16: Educational Courses/Programs

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A		B					C	D	E	F	G
	Is this a single course or a program consisting of a series of courses ?		At what times of day are these courses/programs offered ?									
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend					

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

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#### 17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

**IF YES: Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%**

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. NONE

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. NONE

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. NONE

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. NONE

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. NONE

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. NONE

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. NONE

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. NONE

**Other, please specify:** NONE



### Training and Education Report

**Education/Training Name:** International College Preparatory Academy

**Address:** 244 Southern Ave, Cincinnati, Ohio, 45219

**1: What is the name of the person responding to this Survey**

Name: ed giese  
Title: business manager  
Phone Number: 513.241.1141  
Email Address: egiese@sabis.net  
Website:

**2: Which of the following best describes your organization ?**

Non-profit organization

**Other (please specify):** charter school

**3: Please indicate which of the following workforce training and education services your organization offers:**

**4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:**

**5. How long has your organization been providing workforce training and education services ?**

**6. What is your annual budget for workforce training and education ?**

**7. How many workforce training and education staff members do you employ ?**

**Full-time:    Part-time:**

**8. Which of the following age groups best represents your largest number of clients ?**

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

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9. Where does your organization offer workforce training and education services ?

10. Which statement best describes your organization's ability to provide services to additional clients?

11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:

12. Which two courses or programs your organization offers are currently in the greatest demand ?

Course/Program Title with Greatest Demand:

Course/Program Title with Second Greatest Demand:

13. Does your organization offer any training and education services that are targeted specifically to either

a) persons who are unemployed and last worked in an automobile related industry, or

b) persons working in an automobile related industry who have the potential to be unemployed ?

NO

IF YES: Please briefly describe these training and education services.

14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?

NO

IF YES: Please briefly describe these job placement services.

IF YES: For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?

NONE

15. Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years ?

NO

IF YES: Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.

New Courses/Program	Skill set provided
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Training and Education Report

16: Educational Courses/Programs

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A		B					C	D	E	F	G
	Is this a single course or a program consisting of a series of courses?		At what times of day are these courses/programs offered?									
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend					

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

---

17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

NO

**IF YES:** Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. NONE

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. NONE

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. NONE

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. NONE

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. NONE

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. NONE

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. NONE

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. NONE

**Other, please specify:** NONE



### Training and Education Report

**Education/Training Name:**

**Address:**

**1: What is the name of the person responding to this Survey**

Name: Timothy L. Nolan  
Title: Director  
Phone Number: 859.491.8303  
Email Address: TNolan@BrightonCenter.org  
Website:

**2: Which of the following best describes your organization ?**

Non-profit organization

**3: Please indicate which of the following workforce training and education services your organization offers:**

Adult basic skill or literacy training  
Basic computer literacy training  
Instruction in widely-used office software programs  
Management or supervisory skills training  
Industry or skill-specific technical training  
Job placement services  
Job readiness training  
Job search assistance  
Safety training(e.g., OSHA)

**4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:**

“Brighton Center’s Employment Training Network is the premier provider of employment and training services for unemployed and underemployed individuals living in the Greater Cincinnati area. Services are flexible, individualized, comprehensive, experiential and responsive to the needs of individuals, families and employers. Employment Training Network customers will achieve economic self-sufficiency through career-oriented employment.”

**5. How long has your organization been providing workforce training and education services ?**

Brighton Center has a 15+ year history of successfully providing JTPA / WIA services

**6. What is your annual budget for workforce training and education ?**

@ \$1.6M

**7. How many workforce training and education staff members do you employ ?**

**Full-time:** 20    **Part-time:** 2

**8. Which of the following age groups best represents your largest number of clients ?**

19-22 years of age

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# Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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## Training and Education Report

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**9. Where does your organization offer workforce training and education services ?**

Address provided at the beginning of this survey  
One or more other area locations owned or leased by your organization

**10. Which statement best describes your organization's ability to provide services to additional clients?**

We have additional capacity available.

**11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:**

None~

**12. Which two courses or programs your organization offers are currently in the greatest demand ?**

**Course/Program Title with Greatest Demand:** Career Connections Program  
**Course/Program Title with Second Greatest Demand:** Center for Employment Training (CET)

**13. Does your organization offer any training and education services that are targeted specifically to either  
a) persons who are unemployed and last worked in an automobile related industry, or  
b) persons working in an automobile related industry who have the potential to be unemployed ?**

**IF YES: Please briefly describe these training and education services.**

**14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?**

**IF YES: Please briefly describe these job placement services.**  
**IF YES: For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?**  
NONE

**15. Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years ?**

**IF YES: Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.**

New Courses/Program	Skill set provided
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## Training and Education Report

### 16: Educational Courses/Programs

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A		B					C	D	E	F	G
	Is this a single course or a program consisting of a series of courses ?		At what times of day are these courses/programs offered ?									
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend					

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

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#### 17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

**IF YES:** Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. NONE

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. NONE

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. NONE

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. NONE

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. NONE

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. NONE

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. NONE

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. NONE

**Other, please specify:** NONE



### Training and Education Report

**Education/Training Name:**

**Address:**

**1: What is the name of the person responding to this Survey**

Name:

Title:

Phone Number:

Email Address:

Website:

**2: Which of the following best describes your organization ?**

**3: Please indicate which of the following workforce training and education services your organization offers:**

**4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:**

Brighton Center's Employment Training Network is the premier provider of employment and training services for unemployed and underemployed individuals living in the Greater Cincinnati area. Services are flexible, individualized, comprehensive, experiential and responsive to the needs of individuals, families and employers. Employment Training Network customers will achieve economic self-sufficiency through career-oriented employment.

**5. How long has your organization been providing workforce training and education services ?**

15+ Years

**6. What is your annual budget for workforce training and education ?**

1.7m

**7. How many workforce training and education staff members do you employ ?**

**Full-time:** 20    **Part-time:** 4

**8. Which of the following age groups best represents your largest number of clients ?**

19-22 years of age

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# Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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## Training and Education Report

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### 9. Where does your organization offer workforce training and education services ?

Address provided at the beginning of this survey

Other (please specify): OneStop Northern Kentucky: Florence & Covington locations

### 10. Which statement best describes your organization's ability to provide services to additional clients?

We have additional capacity available.

### 11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:

No restrictions

### 12. Which two courses or programs your organization offers are currently in the greatest demand ?

**Course/Program Title with Greatest Demand:** Career Connections Program

**Course/Program Title with Second Greatest Demand:** Center for Employment Training (CET)

### 13. Does your organization offer any training and education services that are targeted specifically to either

a) persons who are unemployed and last worked in an automobile related industry, or

b) persons working in an automobile related industry who have the potential to be unemployed ?

NO

**IF YES:** Please briefly describe these training and education services.

### 14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?

YES

**IF YES:** Please briefly describe these job placement services.

Brighton Center's Employment Training Network serves individuals throughout the Greater Cincinnati Region. Career Connections is a Workforce Investment Act (WIA) program that assists and prepares individuals for self-sufficient and satisfying careers. Operating out of the OneStop Northern Kentucky locations in Covington and Florence, services include help with resume preparation, interviewing skills, career advisement, job training, and job search. For those eligible, funds exist to help with training costs. The Center for Employment Training provides short term, skills specific training that simulates the actual world of work and offers help with support services, human development, basic reading and math skills, and job readiness and placement. No high school diploma or GED is required. Training is self-paced and lasts an average of six months. The Young Parent Career Center program serves teenage mothers and youth who have dropped out of school with a three-phase program: (1) GED preparation, life skills, and parenting training; (2) job readiness; and (3) placement in employment and/or post-secondary education.

**IF YES:** For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?

92 %

### 15. Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years ?

YES

**IF YES:** Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.

New Courses/Program	Skill set provided
1. CET Program	Building Maintenance/Construction Mgmt.



## Training and Education Report

### 16: Educational Courses/Programs

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A		B					C	D	E	F	G
	Is this a single course or a program consisting of a series of courses ?		At what times of day are these courses/programs offered ?									
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend					
CET's Medical Assisting (MA) Skill Division		Yes	Yes		Yes			40	59%	0	100%	
CET's Automated Office Skills (AOS) Skill Division		Yes	Yes		Yes			50	55%	0	100%	

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

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#### 17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

YES

**IF YES: Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%**

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. NONE

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. NONE

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. NONE

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. NONE

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. 50 %

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. 50 %

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. NONE

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. NONE

**Other, please specify:** NONE



### Training and Education Report

**Education/Training Name:** YMCA METROPOLITAN WASHINGTON  
**Address:** 3431 HMLTON MIDDLETOWN RD, FAIRFIELD, OH, 45011

**1: What is the name of the person responding to this Survey**

Name: Amy Durbin  
Title: Childcare Center Administrator  
Phone Number: 513-863-6000  
Email Address: rdeemercc@gmvyymca.org  
Website:

**2: Which of the following best describes your organization ?**

Faith-based institution  
Community or neighborhood organization  
Non-profit organization

**3: Please indicate which of the following workforce training and education services your organization offers:**

**4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:**

We are a daycare center that provides education to children 2.5-5 years old. Our teachers receive professional development from outside resources such as 4 C's & Medical Fun Facts.

**5. How long has your organization been providing workforce training and education services ?**

**6. What is your annual budget for workforce training and education ?**

1000.00

**7. How many workforce training and education staff members do you employ ?**

Full-time: 0 Part-time: 0

**8. Which of the following age groups best represents your largest number of clients ?**

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# Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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## Training and Education Report

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9. Where does your organization offer workforce training and education services ?

10. Which statement best describes your organization's ability to provide services to additional clients?

11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:

12. Which two courses or programs your organization offers are currently in the greatest demand ?

Course/Program Title with Greatest Demand:

Course/Program Title with Second Greatest Demand:

13. Does your organization offer any training and education services that are targeted specifically to either

a) persons who are unemployed and last worked in an automobile related industry, or

b) persons working in an automobile related industry who have the potential to be unemployed ?

IF YES: Please briefly describe these training and education services.

14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?

IF YES: Please briefly describe these job placement services.

IF YES: For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?

NONE

15. Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years ?

IF YES: Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.

New Courses/Program	Skill set provided
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## Training and Education Report

### 16: Educational Courses/Programs

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A		B					C	D	E	F	G
	Is this a single course or a program consisting of a series of courses?		At what times of day are these courses/programs offered?									
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend					

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## Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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### Training and Education Report

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#### 17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

**IF YES: Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%**

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. NONE

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. NONE

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. NONE

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. NONE

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. NONE

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. NONE

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. NONE

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. NONE

**Other, please specify:** NONE



### Training and Education Report

**Education/Training Name:** EMERSON ACADEMY OF DAYTON

**Address:** 501 HICKORY ST, DAYTON, OH, 45410

**1: What is the name of the person responding to this Survey**

Name: BARBARA WAGNER  
Title: Principal/Supt.  
Phone Number: 937-223-2889  
Email Address: 60.bwagner@heritageacademies.com  
Website: www.heritageacademies.com

**2: Which of the following best describes your organization ?**

**3: Please indicate which of the following workforce training and education services your organization offers:**

**4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:**

We are a k-8 elementary school.

**5. How long has your organization been providing workforce training and education services ?**

4 yrs

**6. What is your annual budget for workforce training and education ?**

4 mil

**7. How many workforce training and education staff members do you employ ?**

**Full-time:** 37    **Part-time:**

**8. Which of the following age groups best represents your largest number of clients ?**

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# Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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## Training and Education Report

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**9. Where does your organization offer workforce training and education services ?**

Address provided at the beginning of this survey

**10. Which statement best describes your organization's ability to provide services to additional clients?**

We have additional capacity available.

**11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:**

K-8 students residing in Ohio

**12. Which two courses or programs your organization offers are currently in the greatest demand ?**

**Course/Program Title with Greatest Demand:**

**Course/Program Title with Second Greatest Demand:**

**13. Does your organization offer any training and education services that are targeted specifically to either**

**a) persons who are unemployed and last worked in an automobile related industry, or**

**b) persons working in an automobile related industry who have the potential to be unemployed ?**

NO

**IF YES: Please briefly describe these training and education services.**

**14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?**

NO

**IF YES: Please briefly describe these job placement services.**

**IF YES: For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?**

NONE

**15. Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years ?**

NO

**IF YES: Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.**

New Courses/Program	Skill set provided
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## Training and Education Report

### 16: Educational Courses/Programs

Please provide a list and description of the educational programs/courses you currently offer.

Educational Courses/Programs	A		B					C	D	E	F	G
	Is this a single course or a program consisting of a series of courses?		At what times of day are these courses/programs offered?									
	Single course	Program consisting of a series of courses	Weekday Morning	Weekday Lunch Time/Noon Hour	Weekday Afternoon	Weekday Evening	Weekend					
K-8 Elementary Education												Ohio educational standards

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# Job Vacancy, Education, and Training Analysis for Southwest Ohio:

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## Training and Education Report

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17. Does your organization monitor the types of occupations your clients pursue after leaving your course or program ?

NO

**IF YES: Please estimate the percentage of clients that have pursued an occupation category listed in the table below after leaving your course or program. Include all clients who were looking for a job, were looking to change jobs or careers, or were looking to advance in their current job when they entered your program. The total percentage should add to 100%**

**Managerial and administrative occupations:** top and middle level managers, administrators, and executives whose primary duties are policy making, planning, staffing, directing, or controlling the activities of establishments. NONE

**Professional occupations:** persons concerned with the theoretical or practical aspects of fields (e.g., science, art, education, law, and business relations) where substantial postsecondary educational preparation, or equivalent on the job training or experience, is required. NONE

**Technical and paraprofessional occupations:** technicians, programmers, and people who provide technical support (especially in health, engineering, aviation, computer programming, and law) where positions require at least some postsecondary educational preparation or equivalent on the job training. NONE

**Marketing and sales related occupations:** persons selling goods or services and other individuals directly related to sales. NONE

**Clerical and administrative support occupations:** persons performing clerical task, such as typing, filing, operating a computer, keeping records (personnel, stock, producing, billing, etc.), and preparing and distributing mail. NONE

**Service occupations:** workers in occupations relating to protective service, food service, health assisting service, cleaning and building service, and personal service. NONE

**Production, construction, operation, maintenance, and material handling occupations:** all skilled, semiskilled, and unskilled workers performing machine and manual tasks involving production, construction, operation, maintenance, repair, and material handling. NONE

**Agricultural, forestry, fishing, and related occupations:** workers concerned with agricultural production, forestry, and fishing. Also included in this group are agriculture related workers, such as animal caretakers and groundskeepers. NONE

**Other, please specify:** NONE



### Training and Education Report

**Education/Training Name:** CINCINNATI POOL MANAGEMENT  
**Address:** 6230 CENTRE PARK DR STE D, WEST CHESTER, OH, 45069

**1: What is the name of the person responding to this Survey**

Name: Gary Toner  
Title: President  
Phone Number: 513-777-1444 ext 1  
Email Address: swimgary@aol.com  
Website:

**2: Which of the following best describes your organization ?**

Private firm

**3: Please indicate which of the following workforce training and education services your organization offers:**

- Basic computer literacy training
- Instruction in widely-used office software programs
- Customer service, teamwork, or communication skills training
- Management or supervisory skills training
- Industry or skill-specific technical training
- Job placement services
- Safety training(e.g., OSHA)

**4. Briefly describe the main objectives of your organization as they relate to the workforce training and education services it provides:**

Lidegaard/CPR classes, Lifeguard instructor, Swim lesson instructor, Hazardous communication, Blood Pathageous.

**5. How long has your organization been providing workforce training and education services ?**

9 years

**6. What is your annual budget for workforce training and education ?**

20,000

**7. How many workforce training and education staff members do you employ ?**

**Full-time:** 3    **Part-time:** 6

**8. Which of the following age groups best represents your largest number of clients ?**

16-18 years of age



**9. Where does your organization offer workforce training and education services ?**

- Address provided at the beginning of this survey
- Donated space at a community center
- Donated space at a school
- Other (please specify): Paid Space

**10. Which statement best describes your organization's ability to provide services to additional clients?**

We are at capacity, but lack the resources to expand to meet additional demand for our services.

**11. Please list the minimum eligibility requirements participants must meet to enter your courses/programs:**

Age 15

**12. Which two courses or programs your organization offers are currently in the greatest demand ?**

- Course/Program Title with Greatest Demand: Lifeguard
- Course/Program Title with Second Greatest Demand: CPR

**13. Does your organization offer any training and education services that are targeted specifically to either**

- a) persons who are unemployed and last worked in an automobile related industry, or
- b) persons working in an automobile related industry who have the potential to be unemployed ?

NO

**IF YES: Please briefly describe these training and education services.**

**14. Does your organization offer job placement services to those clients who are looking for work or looking to change jobs/careers ?**

NO

**IF YES: Please briefly describe these job placement services.**

**IF YES: For the calendar year 2006, what was the average job placement rate across all courses/programs your organization offers ?**

NONE

**15. Does your organization plan to ADD NEW COURSES OR PROGRAMS during the next two years ?**

NO

**IF YES: Please briefly describe these NEW COURSES OR PROGRAMS and the skill sets they will provide.**

New Courses/Program	Skill set provided
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**Appendix 6**  
**List of Post-Secondary Institutions who  
Responded to the Survey by December 11, 2007**

These are public reports based on data entered by respondents.  
IPR staff made no attempt to correct what appeared to our staff to be  
obvious data entry errors.





### Post-Secondary Report

**Education/Training Name:** Brown-Mackie College-Cincinnati

**Address:**

**1: What is the name of the person responding to this Survey**

Name: Robin Krout  
 Title: President  
 Phone Number: 513-771-2424  
 Email Address: rkrou@brownmackie.edu  
 Website: www.brownmackie.edu

2: Please indicate which of the following workforce training and education services your institution currently offers;		Offered			
		<u>Not Offered</u>	Weekday		<u>Weekend</u>
			<u>Day</u>	<u>Evening</u>	
Adult basic skills or literacy training		Yes	Yes		
Basic computer literacy training		Yes	Yes		
Instruction in widely used office software programs		Yes	Yes		
Industry or skill specific technical training		Yes	Yes		
Management or supervisory skills training		Yes	Yes		
Safety training (e.g., OSHA)	Yes				
Job readiness training		Yes	Yes		
Job search assistance		Yes	Yes		
Job placement services		Yes	Yes		
Quality control training (such as Total Quality Management)	Yes				
Customer service, teamwork, or communication skills training		Yes	Yes		



## Post-Secondary Report

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### **3. Briefly describe the main objectives or mission of your institution.**

Provide higher education to traditional and non-traditional students through associate, diploma and certificate programs. Meet the economic needs of the communities we serve by educating students in entry level positions in business, technical and medical fields.

### **4. Has your institution identified any specific SEGMENTS of the labor market where it has been unable to supply Greater Cincinnati Region employers with a sufficient supply of skilled graduates ?.**

NO

**IF YES: Please briefly describe the SEGMENTS of the labor market where your institution has been unable to supply Greater Cincinnati Region employers with a sufficient supply of skilled graduates.**

**IF YES: What do you believe is the cause of this problem**

### **5. Does your institution offer job placement services for matriculated or graduating students ?**

YES

**IF YES: Please briefly describe these job placement services.**

### **6. Does your institution have apprenticeship, internship or co-op programs ?**

YES

**IF YES: Please briefly describe these apprenticeship, internship or co-op programs.**

### **7. Does your institution offer any training and education services that are targeted specifically to either**

**a) persons who are unemployed and last worked in an automobile related industry or**

**b) persons working in an automobile related industry who have the potential to be unemployed ?**

NO

### **8. Please indicate which type of degrees your institution awards**

Certificates of Mastery in Vocational/Technical Fields

Associate Degrees



## Post-Secondary Report

**Education/Training Name:** Gateway Community & Technical College

**Address:** 300 BUTTERMILK PIKE, FORT MITCHELL, KY, 41017

**1: What is the name of the person responding to this Survey**

Name: Angie Taylor  
 Title: VP Business and Industry  
 Phone Number: 859-442-1162  
 Email Address: angie.taylor@kctcs.edu  
 Website: www.kcps.gateway.edu

2: Please indicate which of the following workforce training and education services your institution currently offers;		Offered			
		<u>Not Offered</u>	Weekday		<u>Weekend</u>
			<u>Day</u>	<u>Evening</u>	
Adult basic skills or literacy training		Yes	Yes		
Basic computer literacy training		Yes	Yes	Yes	
Instruction in widely used office software programs		Yes	Yes	Yes	
Industry or skill specific technical training		Yes	Yes	Yes	
Management or supervisory skills training		Yes	Yes		
Safety training (e.g., OSHA)		Yes	Yes	Yes	
Job readiness training		Yes	Yes		
Job search assistance		Yes	Yes		
Job placement services		Yes	Yes		
Quality control training (such as Total Quality Management)		Yes	Yes		
Customer service, teamwork, or communication skills training		Yes	Yes		

**3. Briefly describe the main objectives or mission of your institution.**

To provide high quality, affordable, and accessible post secondary education and training resulting in a positive contribution to the economic vitality of the region and enhanced quality of life for the individual.

**4. Has your institution identified any specific SEGMENTS of the labor market where it has been unable to supply Greater Cincinnati Region employers with a sufficient supply of skilled graduates ?.**

YES

**IF YES: Please briefly describe the SEGMENTS of the labor market where your institution has been unable to supply Greater Cincinnati Region employers with a sufficient supply of skilled graduates.**

Nursing

**IF YES: What do you believe is the cause of this problem**

Institution resources are not sufficient to train/educate all interested students

**5. Does your institution offer job placement services for matriculated or graduating students ?**

YES

**IF YES: Please briefly describe these job placement services.**

CO-OP and placement services available to students in all majors. Now using college central network.

**6. Does your institution have apprenticeship, internship or co-op programs ?**

YES

**IF YES: Please briefly describe these apprenticeship, internship or co-op programs.**

N/A

**7. Does your institution offer any training and education services that are targeted specifically to either**

**a) persons who are unemployed and last worked in an automobile related industry or**

**b) persons working in an automobile related industry who have the potential to be unemployed ?**

YES

**IF YES: Please briefly describe these training and education services.**

We have majors in automotive technology, auto collision technology and diesel technology. We also offer ASC testing through our assessment center.

**8. Please indicate which type of degrees your institution awards**

Certificates of Mastery in Vocational/Technical Fields

Associate Degrees



# Post-Secondary Report

**Education/Training Name:** Ivy Tech Community College

**Address:** 50 WALNUT DR, LAWRENCEBURG, IN, 47025

**1: What is the name of the person responding to this Survey**

Name: Randy Johann  
 Title: Executive Director Workforce and Economic Development  
 Phone Number: 812-265-2580  
 Email Address: rjohann@ivytech.edu  
 Website: www.ivytech.edu

2: Please indicate which of the following workforce training and education services your institution currently offers;		Offered			
		Weekday			
		<u>Day</u>	<u>Evening</u>	<u>Weekend</u>	
	<u>Not Offered</u>				
Adult basic skills or literacy training		Yes	Yes	Yes	
Basic computer literacy training		Yes	Yes	Yes	
Instruction in widely used office software programs		Yes	Yes	Yes	
Industry or skill specific technical training		Yes	Yes	Yes	
Management or supervisory skills training		Yes	Yes	Yes	
Safety training (e.g., OSHA)		Yes	Yes	Yes	
Job readiness training		Yes	Yes	Yes	
Job search assistance		Yes	Yes	Yes	
Job placement services		Yes	Yes	Yes	
Quality control training (such as Total Quality Management)		Yes	Yes	Yes	
Customer service, teamwork, or communication skills training		Yes	Yes	Yes	



# Post-Secondary Report

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**3. Briefly describe the main objectives or mission of your institution.**

To serve the educational needs of the communities we serve.

**4. Has your institution identified any specific SEGMENTS of the labor market where it has been unable to supply Greater Cincinnati Region employers with a sufficient supply of skilled graduates ?.**

YES

**IF YES: Please briefly describe the SEGMENTS of the labor market where your institution has been unable to supply Greater Cincinnati Region employers with a sufficient supply of skilled graduates.**

Truck Drivings, Nursing Graduates, Teachers.

**IF YES: What do you believe is the cause of this problem**

Lack of interest in subject area(s) among students/insufficient student demand

Institution resources are not sufficient to train/educate all interested students

**Other (please specify):** Financial Assistance for Truck Drivers, Nursing, Teachers.

**5. Does your institution offer job placement services for matriculated or graduating students ?**

YES

**IF YES: Please briefly describe these job placement services.**

The college provides lifetime job placement assistance to its students, including career counseling, resume/interview workshops, job fairs, etc.

**6. Does your institution have apprenticeship, internship or co-op programs ?**

YES

**IF YES: Please briefly describe these apprenticeship, internship or co-op programs.**

The college partners with local employers on a regular basis to offer these services.

**7. Does your institution offer any training and education services that are targeted specifically to either**

**a) persons who are unemployed and last worked in an automobile related industry or**

**b) persons working in an automobile related industry who have the potential to be unemployed ?**

YES

**IF YES: Please briefly describe these training and education services.**

Industrial Maintenance, Manufacturing Skill Standards Council, Power Plant Technology Program, All programs are offered based on the individuals interest, to the stated markets.

**8. Please indicate which type of degrees your institution awards**

Certificates of Mastery in Vocational/Technical Fields

Associate Degrees



# Post-Secondary Report

**Education/Training Name:** Marsha McIntosh

**Address:** 500 E HIGH ST, OXFORD, OH, 45056

**1: What is the name of the person responding to this Survey**

Name: Janet L. Cox  
 Title: Assistant Provost for Personnel  
 Phone Number: 529-6724  
 Email Address: coxjl@muohio.edu  
 Website: www.muohio.edu/prs/staffdevelopment

2: Please indicate which of the following workforce training and education services your institution currently offers;		Offered			
		<u>Not Offered</u>	Weekday		<u>Weekend</u>
			<u>Day</u>	<u>Evening</u>	
Adult basic skills or literacy training		Yes	Yes	Yes	
Basic computer literacy training		Yes	Yes	Yes	
Instruction in widely used office software programs		Yes	Yes	Yes	
Industry or skill specific technical training	Yes				
Management or supervisory skills training		Yes			
Safety training (e.g., OSHA)					
Job readiness training		Yes	Yes	Yes	
Job search assistance					
Job placement services					
Quality control training (such as Total Quality Management)					
Customer service, teamwork, or communication skills training		Yes			

**3. Briefly describe the main objectives or mission of your institution.**

-preserve, add to, evaluate, and transmit accumulative knowledge of the centuries. -develop critical thinking, extend frontier of knowledge, service society. -provide effective and inspired teaching and learning, promote professional development, encourage scholarly research of faculty and students.

**4. Has your institution identified any specific SEGMENTS of the labor market where it has been unable to supply Greater Cincinnati Region employers with a sufficient supply of skilled graduates ?.**

NO

**IF YES: Please briefly describe the SEGMENTS of the labor market where your institution has been unable to supply Greater Cincinnati Region employers with a sufficient supply of skilled graduates.**

**IF YES: What do you believe is the cause of this problem**

**5. Does your institution offer job placement services for matriculated or graduating students ?**

YES

**IF YES: Please briefly describe these job placement services.**

Full service Office of Career Services: job postings, on campus interview sessions with recruiters, career advising and resume/job search assistance, CAREERlink service, career fairs, internship service.

**6. Does your institution have apprenticeship, internship or co-op programs ?**

YES

**IF YES: Please briefly describe these apprenticeship, internship or co-op programs.**

Internship services—office of Career Services, through academic divisions, eg. Honors and Scholars, School of Business, Dept. of English, Kinesiology and Health, Dept. of Psychology, School of Engineering and Applied Science.

**7. Does your institution offer any training and education services that are targeted specifically to either**

**a) persons who are unemployed and last worked in an automobile related industry or**

**b) persons working in an automobile related industry who have the potential to be unemployed ?**

NO

**8. Please indicate which type of degrees your institution awards**

Bachelors Degrees

Graduate Degrees



# Post-Secondary Report

**Education/Training Name: Professional Dev. Institute**  
**Address: 9555 PLAINFIELD ROAD, CINCINNATI, OH, 45236**

**1: What is the name of the person responding to this Survey**

Name: Cheryl Brueggeman  
 Title: Assistant Dean, Workforce Development UC-Raymond Walters College  
 Phone Number: 513-9361735  
 Email Address: cheryl.brueggeman@uc.edu  
 Website: www.ucpdi.com

2: Please indicate which of the following workforce training and education services your institution currently offers;		Offered		
		Weekday		
		<u>Day</u>	<u>Evening</u>	<u>Weekend</u>
	<b>Not Offered</b>			
Adult basic skills or literacy training		<b>Yes</b>		<b>Yes</b>
Basic computer literacy training		<b>Yes</b>		<b>Yes</b>
Instruction in widely used office software programs		<b>Yes</b>	<b>Yes</b>	<b>Yes</b>
Industry or skill specific technical training	<b>Yes</b>			
Management or supervisory skills training		<b>Yes</b>	<b>Yes</b>	<b>Yes</b>
Safety training (e.g., OSHA)	<b>Yes</b>			
Job readiness training		<b>Yes</b>		
Job search assistance		<b>Yes</b>		
Job placement services	<b>Yes</b>			
Quality control training (such as Total Quality Management)		<b>Yes</b>	<b>Yes</b>	<b>Yes</b>
Customer service, teamwork, or communication skills training		<b>Yes</b>	<b>Yes</b>	<b>Yes</b>



# Post-Secondary Report

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### 3. Briefly describe the main objectives or mission of your institution.

The Professional Development Institute is dedicated to partnering with organizations and individuals to improve performance and boost productivity using resources available from the University, industry experts, professional consultants, and the Enterprise Ohio Network.

### 4. Has your institution identified any specific SEGMENTS of the labor market where it has been unable to supply Greater Cincinnati Region employers with a sufficient supply of skilled graduates ?.

YES

#### IF YES: Please briefly describe the SEGMENTS of the labor market where your institution has been unable to supply Greater Cincinnati Region employers with a sufficient supply of skilled graduates.

Bio Sciences Manufacturing Sciences

#### IF YES: What do you believe is the cause of this problem

Lack of interest in subject area(s) among students/insufficient student demand

Institution resources are not sufficient to train/educate all interested students

**Other (please specify):** statewide and local marketing effectiveness necessary to promote job growth in these areas

### 5. Does your institution offer job placement services for matriculated or graduating students ?

YES

#### IF YES: Please briefly describe these job placement services.

Career fairs Internships/Co-operative Education Labor market Information/one-stop partnerships with ODJFS

### 6. Does your institution have apprenticeship, internship or co-op programs ?

YES

#### IF YES: Please briefly describe these apprenticeship, internship or co-op programs.

business, emedia, office information technology, computer/science and support, nursing, dental hygiene, radiological technology, veterinarian technology, EMS

### 7. Does your institution offer any training and education services that are targeted specifically to either

a) persons who are unemployed and last worked in an automobile related industry or

b) persons working in an automobile related industry who have the potential to be unemployed ?

YES

#### IF YES: Please briefly describe these training and education services.

career survey / skills assessments interviewing / resume building variety of Associate / Bachelor degree programs

### 8. Please indicate which type of degrees your institution awards

Associate Degrees

Bachelors Degrees

Graduate Degrees



# Post-Secondary Report

**Education/Training Name:**The Christ College of Nursing and Health Sciences

**Address:** 2139 AUBURN AVE, CINCINNATI, OH, 45219

**1: What is the name of the person responding to this Survey**

Name: Teresa Goodwin  
 Title: President  
 Phone Number: 513-585-2051  
 Email Address: teresa.goodwin@thechristcollege.org  
 Website: www.thechristcollege.org

2: Please indicate which of the following workforce training and education services your institution currently offers;		Offered			
		<u>Not Offered</u>	Weekday		<u>Weekend</u>
			<u>Day</u>	<u>Evening</u>	
Adult basic skills or literacy training	Yes				
Basic computer literacy training	Yes				
Instruction in widely used office software programs	Yes				
Industry or skill specific technical training	Yes				
Management or supervisory skills training	Yes				
Safety training (e.g., OSHA)	Yes				
Job readiness training	Yes				
Job search assistance	Yes				
Job placement services	Yes				
Quality control training (such as Total Quality Management)	Yes				
Customer service, teamwork, or communication skills training		Yes			

**3. Briefly describe the main objectives or mission of your institution.**

The college is dedicated to providing quality healthcare education at the associate degree level to qualified men and women primarily from the tri-state area. An associate degree of applied science is offered.

**4. Has your institution identified any specific SEGMENTS of the labor market where it has been unable to supply Greater Cincinnati Region employers with a sufficient supply of skilled graduates ?.**

NO

**IF YES: Please briefly describe the SEGMENTS of the labor market where your institution has been unable to supply Greater Cincinnati Region employers with a sufficient supply of skilled graduates.**

**IF YES: What do you believe is the cause of this problem**

**5. Does your institution offer job placement services for matriculated or graduating students ?**

YES

**IF YES: Please briefly describe these job placement services.**

HR representative from the Christ Hospital and others meet with graduating students to inform them of employment opportunities

**6. Does your institution have apprenticeship, internship or co-op programs ?**

NO

**IF YES: Please briefly describe these apprenticeship, internship or co-op programs.**

**7. Does your institution offer any training and education services that are targeted specifically to either**

**a) persons who are unemployed and last worked in an automobile related industry or**

**b) persons working in an automobile related industry who have the potential to be unemployed ?**

NO

**8. Please indicate which type of degrees your institution awards**

Associate Degrees



# Post-Secondary Report

**Education/Training Name:** University of Dayton  
**Address:** 300 COLLEGE PARK AVE, DAYTON, OH, 45469

**1: What is the name of the person responding to this Survey**

Name: Celine O'Neil  
 Title: Mgr. Learning & Org Dev  
 Phone Number: 937-229-4895  
 Email Address: oneil@udayton.edu  
 Website: www.udayton.edu

2: Please indicate which of the following workforce training and education services your institution currently offers;		Offered			
		<u>Not Offered</u>	Weekday		<u>Weekend</u>
			<u>Day</u>	<u>Evening</u>	
Adult basic skills or literacy training	Yes				
Basic computer literacy training	Yes				
Instruction in widely used office software programs	Yes				
Industry or skill specific technical training	Yes				
Management or supervisory skills training		Yes			
Safety training (e.g., OSHA)	Yes				
Job readiness training	Yes				
Job search assistance	Yes				
Job placement services	Yes				
Quality control training (such as Total Quality Management)		Yes			
Customer service, teamwork, or communication skills training	Yes				

**3. Briefly describe the main objectives or mission of your institution.**

UD is a comprehensive Catholic university, a diverse community committed, in the Marianist tradition, to educating the whole person and to linking learning and scholarship with leadership and service

**4. Has your institution identified any specific SEGMENTS of the labor market where it has been unable to supply Greater Cincinnati Region employers with a sufficient supply of skilled graduates ?.**

NO

**IF YES: Please briefly describe the SEGMENTS of the labor market where your institution has been unable to supply Greater Cincinnati Region employers with a sufficient supply of skilled graduates.**

**IF YES: What do you believe is the cause of this problem**

**5. Does your institution offer job placement services for matriculated or graduating students ?**

YES

**IF YES: Please briefly describe these job placement services.**

Career service offers a variety of services to students and alums

**6. Does your institution have apprenticeship, internship or co-op programs ?**

YES

**IF YES: Please briefly describe these apprenticeship, internship or co-op programs.**

Wide array of programs, most administered through Career Services

**7. Does your institution offer any training and education services that are targeted specifically to either**

**a) persons who are unemployed and last worked in an automobile related industry or**

**b) persons working in an automobile related industry who have the potential to be unemployed ?**

NO

**8. Please indicate which type of degrees your institution awards**

Bachelors Degrees

Graduate Degrees



# Post-Secondary Report

**Education/Training Name:** University of Phoenix - Greater Cincinnati & Dayton Campus

**Address:** 9050 CENTRE POINTE DR, WEST CHESTER, OH, 45069

**1: What is the name of the person responding to this Survey**

Name: Chris Montagnino  
 Title: Campus Director  
 Phone Number: 513 551-5151  
 Email Address: chris.montagnino@phoenix.edu  
 Website: phoenix.edu

2: Please indicate which of the following workforce training and education services your institution currently offers;		Offered			
		<u>Not Offered</u>	Weekday		<u>Weekend</u>
			<u>Day</u>	<u>Evening</u>	
Adult basic skills or literacy training	Yes				
Basic computer literacy training	Yes				
Instruction in widely used office software programs	Yes				
Industry or skill specific technical training	Yes				
Management or supervisory skills training	Yes				
Safety training (e.g., OSHA)	Yes				
Job readiness training	Yes				
Job search assistance	Yes				
Job placement services	Yes				
Quality control training (such as Total Quality Management)	Yes				
Customer service, teamwork, or communication skills training	Yes				

**3. Briefly describe the main objectives or mission of your institution.**

Provide access to working students who are looking to earn an associates, bachelor's master's or doctorate degree. We provide all the training listed on the first page for free to our current students enrolled in a degree program already. We realize Ohio is lacking in educational attainment in our state and will not attract the jobs of the new economy without having a workforce already in most cases possessing higher education at least at the bachelor's degree level. (I would also recommend you adjust your survey. You did not include an option of "online" as a form of delivery for these trainings.)

**4. Has your institution identified any specific SEGMENTS of the labor market where it has been unable to supply Greater Cincinnati Region employers with a sufficient supply of skilled graduates ?.**

YES

**IF YES: Please briefly describe the SEGMENTS of the labor market where your institution has been unable to supply Greater Cincinnati Region employers with a sufficient supply of skilled graduates.**

98% of our students are already currently working when they enroll. They are typically working adults wanting to advance in their career or make a career shift. We do not offer short-term training programs to those wanting skill or training development only to find employment.

**IF YES: What do you believe is the cause of this problem**

**Other (please specify):** Our mission

**5. Does your institution offer job placement services for matriculated or graduating students ?**

NO

**IF YES: Please briefly describe these job placement services.**

**6. Does your institution have apprenticeship, internship or co-op programs ?**

NO

**IF YES: Please briefly describe these apprenticeship, internship or co-op programs.**

**7. Does your institution offer any training and education services that are targeted specifically to either**  
**a) persons who are unemployed and last worked in an automobile related industry or**  
**b) persons working in an automobile related industry who have the potential to be unemployed ?**

NO

**8. Please indicate which type of degrees your institution awards**

Associate Degrees

Bachelors Degrees

Graduate Degrees

## **Workforce One Project Team**

John R. Nelson, Business Human  
Resources Manager-Mill  
Manufacturing International Paper  
Cincinnati Technology Center

Jeff Weber, Executive Director,  
Workforce One Investment Board of  
Southwest Ohio

Brian Coughlin, Director, Butler County Department of Economic Development  
Kimm Coyner, Warren County Department of Economic Development  
Vickie Franz, Division Director, Workforce One of Butler County  
Ted Groman, Program Administrator, Workforce Development, Clermont County  
Department of Job & Family Services  
Doug Haag, IT, Butler County Auditor's Office  
Lisa Jones, Contract Evaluator  
Jerome Kearns, Assistant Director of Operations, Butler County Department of Job  
& Family Services  
Tim McCartney, Director, Clermont County Department of Job & Family Services  
Randy Quisenberry, Contract Manager, Butler County Department of Job & Family  
Services  
Al Thompson, Director, Workforce One of Clermont County  
Karen Whittamore, Director, Workforce One of Warren County  
Mary Ann Williams, Assistant to the Executive Director, Workforce One Investment  
Board of Southwest Ohio

