



 **Southwestern**
COMMUNITY COLLEGE
A Nationally Ranked Top 10 College

SPRING 2016

Workforce Innovations

Continuing Education Schedule

www.southwesterncc.edu



FULL SCHOLARSHIPS AVAILABLE TO HELP YOU START A NEW CAREER

Eager for a new career in an office environment?

Need to get trained in a short amount of time?

Short on cash?

If so, Southwestern Community College is offering the perfect educational opportunity for you.

In less than four months, SCC's professional office management course can prepare you for employment or enhance your skills for your current job. The program costs just \$185 plus textbooks, and numerous scholarship opportunities are available. If you qualify, you won't pay a dime.

"Throughout our service area, we know there are people who need a fresh start," said Scott Sutton, SCC's director of occupational training. "This is a perfect opportunity to learn a new occupation quickly, at little or no cost, and get all the skills you need to fill jobs that are out there right now."

The class starts on Jan. 25 and meets from 4:30-7:30 p.m. on Mondays and Wednesdays through May 4.



Topics covered will include office management, computer business applications and several Microsoft Office software programs.

Students will have the opportunity to receive their Notary Public, Career Readiness and Microsoft Office certifications.

For more info, contact Sutton at 828.339.4296 or scotts@southwesterncc.edu.

Interested in higher education?

Want to learn about Appalachian culture, traditional music, the great outdoors, and important regional issues?



Then read The Smoky Mountain News, available free at more than 500 locations throughout WNC and online.

www.SmokyMountainNews.com

144 MONTGOMERY ST., WAYNESVILLE • 629 W. MAIN ST., SYLVA

MACON RENTAL CO.

Rentals • Sales • Service • Parts

Serving the contractors and homeowners of WNC for over 35 years.

**Mowers • Trimmers • Chainsaws
Generators • Power Tools • Excavators
Tillers • Pressure Washers & More**

HUSTLER
TURF EQUIPMENT

DOLMAR

efco

RedMax

Jonsered

HONDA



828.524.8911

537 W. Main Street, Franklin, NC 28734

Occupational Training programs prepare you for current in-demand jobs in our service area. These programs allow you to explore your interests and train for the job you want. All classes are subject to availability based on many factors, including classroom availability, instructor availability, sufficient student pre-registration, etc.

To pre-register for any of our Occupational Training classes, or if you do not see a profession represented and would like to request training, call 828.339.4296 or email scotts@southwesterncc.edu.

HOS 3072-Serv Safe® Food Service Safety and Sanitation: (18 hrs.)

The course is designed to give the food handler the understanding of proper sanitation precautions and point out the results to be expected should these precautions not be taken. The course will deal with the study of infection and illness, proper food handling techniques, personal hygiene, and personal safety. Students will be made aware of the regulations of the Occupational Health & Safety Act. Purchase Serv Safe Essentials textbook (required) prior to start of class.

Jackson Campus, Burrell, Room 303

T,Th 2/9-2/25 5:30-8:30P C. Allen \$70

MED 3030-MC1-Medical Coding ICD-10: (128 hrs.) This online course covers the basics of ICD 10 diagnosis and procedural coding conventions and guidelines. Course topics can include but are not limited to accurate coding, correct sequencing of codes according to published coding conventions and guidelines, importance of clinical documentation improvement, and the responsibilities and role of coders. Upon completion, students should have a basic understanding and knowledge of the coding conventions and guidelines as they apply to the use of ICD10 for diagnostic and procedural coding. Students must have PRIOR experience or education in the field of coding to register for this course. Students must register by 1/25/16. One textbook and two code books are required, and available at the SCC Bookstore.

Online 2/1-4/28 Kimberly Rice \$180+\$5TF

MLA 3022-Phlebotomy: (205 hrs.) This course provides theory and clinical experiences needed for the proper collection of blood and other specimens used for diagnostic testing. Emphasis is placed on ethics, legalities, medical terminology, safety and universal precautions, health care delivery systems, patient relations, anatomy and physiology, and specimen collection. Upon completion, students should be able to safely perform procedures necessary for specimen collections on patients in various health care settings and may be eligible for national certification as phlebotomy technicians. Textbooks, Insurance, Uniforms, Background Check, and Drug Screening, are also required.

Jackson Campus, Balsam, Room 244

M,W 1/25-3/2 12:30-4:30P D. Hall \$180+\$5TF
3/7-4/15 (Clinical Portion)

OST 3100-ABC's of the Computer: (24 hrs., 2.4 CEUs) Designed and recommended for the new computer user. Learn the computer basics including: proper shut down of the computer, mouse use and maintenance, use of the keyboard, identification and use of icons, windows, menus, how to name, save, retrieve and revise a document; control panel tools; hardware and software vocabulary, basics of file management, how to use some of the system tools, how to install and remove hardware and software.

Jackson Campus, Founders Hall, Room 124

T,Th 1/26-2/18 5-8P R. Stephens \$70+\$5TF

OST 3100-10 Things You Need to Know to Be Computer Savvy:

(24 hrs, 2.4 CEUs) Designed and recommended for the new computer user. Learn the computer basics you've wanted to know, but have been afraid to ask. Class includes, but is not limited to: Word Processing, Virus/Malware Scanning, Common Keyboard Commands, Hardware, Internet Basics, Spreadsheets, How to Hook It Up, Security, Setting Up Email Accounts, Security & Privacy, and much more.

Jackson Campus, Founders Hall, Room 124

T,Th 3/1 - 3/24 5-8P R. Stephens \$70+\$5TF

OST 3100-Excel: This course is designed for the computer literate to intermediate level user. As a result of taking this course, participants will be able to create, sort filter, edit, and print spreadsheet files using Excel. Writing formulas, formatting cells, cutting, copying, and pasting cells and ranges of cells will also be covered. *Self-Supporting.*

Jackson Campus, Founder's Hall, Room TBD

TBD S. Cline \$70

OSC 3602-Professional Office Management: (90 hrs.) This program will prepare the student to successfully work in an office environment. Topics presented: office management, computer business applications, Word processing, Excel, Access and PowerPoint. Students will have the opportunity to receive their Career Readiness Certification (CRC), Notary Public and Microsoft Certifications. Classes are held on Mondays & Wednesdays, with some Tuesdays & Thursdays required.

Macon Campus, Room 205

M,W 1/25-5/4 4:30-7:30P J. Stikeleather \$180+\$5TF

PLU 3021-Plumbing Code Review: (48 hrs.) This course is designed for the education and training of the plumbing professional. The course provides individuals with a basic knowledge of the North Carolina Plumbing Code. It is excellent preparation for state license examinations or employee/technician training for existing contractors, plumbing supply houses, facility management companies and others. The course will provide an in-depth review of the North Carolina Plumbing Code with emphasis on code administration, general regulations, water distribution/drainage pipe sizing, fixtures, and venting. Experience in the plumbing industry is recommended but not required. Textbook: 2012 North Carolina Plumbing Code. ISBN 978-1-60983-119-6

Jackson Campus, Burrell Room 302

T 1/26-5/9 6-9P D. Cox \$125

PLU 3021-Project Management Exam Prep for Plumbing, Heating, and Fuel Gas Contractors (48 hrs.) North Carolina has added business practice competency examinations to the Plumbing, Heating, and Fuel Gas Contractor License Examination in an effort to ensure that newly licensed contractors are knowledgeable in basic business practices. Typically 25% of the questions on license examinations are dedicated to business skills and knowledge. The purpose of this course is to provide prospective contractors with basic business and project management information in preparation for the license examinations. This course will provide an in-depth review of the business and project management materials. Textbook: NASCLA Contractor's Guide to Business, Law, and Project Management, 5th Edition North Carolina State Board of Examiners of Plumbing, Heating, and Fire Sprinkler Contractors. ISBN 13-978-1-934234-51-8

Jackson Campus, Burrell Room 302

Th 1/28-5/12 6-9P D. Cox \$125

PLU 3024-Plumbing Design and the Americans with Disabilities Act-ADA (48 hrs.) Providing accessible plumbing fixtures is the law and should be part of the initial design process. This course is a review of the plumbing elements and facilities required to be accessible by scoping provisions of the North Carolina Building Code and ANSI A117.1-2009 for non-residential occupancies. In general the class will cover plumbing fixture installation design including but not limited to toilet rooms, bathrooms, shower rooms, drinking fountains, grab bars, and accessories. Textbook: Accessibility and Useable Buildings & Facilities ICC ANSI A117.1-2009. ISBN 978-158001-918-7

Jackson Campus, Burrell Room 302

W 1/27-5/11 6-9pm D. Cox \$125

SAF 4000-Flagger Training: (4 hrs.) This certification course teaches the basic procedures and operations needed to become a Flagger. This course will provide each participant with the knowledge, skill, and responsible attitude to control traffic through work zones (safely-effectively-quickly). The course prepares participants to do highway or utility flagging.

Jackson Campus, Burrell Room 303

T 3/1 5-9P K. Allen \$70

T 4/26 5-9P K. Allen \$70

SEF 3001-Independent Auto Dealer Pre-Licensing Course: (12 hrs.) This course provides prospective auto dealers with the twelve hours of authorized pre-licensing training in order to be licensed in the state of North Carolina. Topics include: powers of commissioner, dealer license plates, vehicle inspections, titling and registration,

frequently used forms, and dealer disclosures. *Self-Supporting.*

SCC Jackson Campus, Founders Hall 117

F,Sa 3/11-3/12 8:30A-3:30P D. Mauk \$200

Students MUST be 21 years of age or older to take following courses

HOS 3007-Bartending: (39 hrs.) This course will assist students in becoming professional bartenders. The course will include information on making drinks, Alcoholic Beverage Control requirements, information on Training for Intervention Procedures (TIPS) certification, responsible alcohol server program materials, drink recipes, using proper amounts, mixes, glassware and garnishes. Class will include lecture, demonstration and hands-on participation.

Jackson Campus, Balsam Center, Room 152

M,W 3/13-4/24 6-9P C. Lewis \$125

GAM 3001-Blackjack: (140 hrs.) SCC, in collaboration with Harrah's Cherokee Casino, is offering certification to help individuals enter the exciting gaming industry. This required two-part certification will teach the individual to proficiently deal the game, know the legal and regulatory aspects of gaming, obtain table management skills, operation of table gaming tools and equipment, accuracy and accounting skills, communication with players, customer service aspects of gaming, proper communication, card placement, chip handling, and understanding the casino industry and tourism environment. Emphasis will also be placed on employability skills, obtaining a Career Readiness Certification, mental mathematics, casino careers, and interviewing and auditioning skills that win you that job! Both day and evening classes are available.



EDUCATION
A winning bet, everytime

A proud sponsor of Southwestern Community College.
www.caesarsjobs.com

Must be 21 or older to enter casino and gamble, and must produce a valid state or federal photo ID upon request. Know When to Stop Before You Start.® Gambling Problem? Call 1-800-522-4700. An Enterprise of the Eastern Band of the Cherokee Nation. ©2016, Caesars License Company, LLC

ONLINE OCCUPATIONAL TRAINING COURSES

Classes start 1st Tuesday of Each Month 1/5, 2/2, 3/1, 4/5, 5/3. Registration Fee: \$180 + \$5 Technology Fee
Students must register five business days before the start date of the class.

CET 3100- Online Computer Technician: (288 hrs.) This course is specifically designed to prepare students for the CompTIA A+ certification exams. Students learn about hardware, operating systems, networking, security, and troubleshooting as well as more specialized topics such as mobile devices, laptops, and printers. In addition to one-on-one support from experienced instructors throughout the course and access to personalized graduate support after course completion, students receive two quick-reference exam study guides, a computer repair toolkit, a power supply tester, a USB drive and two CompTIA A+ certification exam vouchers. (Course Length: 16 weeks)

MED 3300- Online Electronic Health Records Office Professional: (285 hrs.) Train for a new career as an Electronic Health Records Office Professional! In this career, individuals play an integral role in the daily operations of physician's offices and hospitals. Throughout this course, students will learn Microsoft Office basics, healthcare documentation and reimbursement, practice finances, and standard office procedures. In addition, students will be focusing heavily on a vital component of the medical field-electronic health records. Students will complete interactive course modules that include over 20 hours of training on the industry-standard ezEMRx EHR software. Upon completion of the Electronic Health Records Office Professional program students will be prepared for the Certified Medical Administrative Assistant (CMAA) and Certified Electronic Health Records Specialist (CEHRS) certification exams. (Course Length: 15 weeks)

MED 3300-Online Professional Medical Coding and Billing with Applied PCS Part 1: (389 hrs.) The AHIMA-approved Professional Medical Coding and Billing with Applied PCS program is a two part course that prepares students for the Certified Coding Associate (CCA) and Certified Professional Coder (CPC) certification exams. This 20 week course will include healthcare information management, reimbursement methodologies, biomedical sciences, and an introduction to coding. In addition to one-on-one support from experienced instructors during training and access to personalized graduate support, students receive e-books, industry codebooks and access to online references.

MED 3300-Online Professional Medical Coding and Billing with Applied PCS Part 2: (368 hrs.)

Complete the Medical Coding and Billing with Applied PCS program. This 20-week course is a continuation of Part 1 and will include legal compliance, CPT/HCPCS Coding, Advanced ICD-10 Coding, Advanced Anatomy & Physiology, and Exam Prep. Students practice their coding skills in an extensive practical section to gain valuable hands-on experience before graduation. In addition to one-on-one support from experienced instructors during training and access to personalized graduate support, students receive e-books, industry codebooks and access to online references.

MED 3300-Online Medical Transcription Editor Part I: (320 hrs.)

Learn from home at the convenience of your computer! This 16-week course is the first course in a two-part program designed to teach the student to transfer audio-recorded dictation into hard copy medical documents. The student also will gain the knowledge and skills of speech recognition editing, which will help them produce medical documents that are used by physicians, medical personnel, and courts of law on a daily basis. Online reference materials, student and technical support, and a one-year help hotline are included in this course offered by SCC in partnership with Career Step.

MED 3300-Online Medical Transcription Editor Part II: (320 hrs.)

Complete the medical transcription editor program! This 16-week course is the second in a two-part program designed to teach the student to transfer audio-recorded dictation into hard copy medical documents. The student also will gain the knowledge and skills of speech recognition editing, which will help them produce medical documents that are used by physicians, medical personnel, and courts of law on a daily basis. Online reference materials, student and technical support, personal employment consultations, contracts and pricing guide, referral letters, résumé examples, and a one-year help hotline are included in this course offered by SCC in partnership with Career Step. **PREREQUISITES:** A student must complete Part I to be able to register.

OSC 3609-Online Pharmacy Technician-Health Care Unit/Retail

Training: (264 hrs.) This course provides curriculum that will prepare a student to find employment (and success) as a pharmacy technician in the health care or retail setting. Emphasis is placed on a variety of duties within the pharmacy environment including: computer fundamentals, keyboard kinetics, patient records, communication, receptionist duties as they apply to the hospital and retail settings, clerical duties, math concepts, pharmacology, pharmacy law, regulations, standards, calculations, clerical duties, preparing for the workforce, non-sterile compounding, and preparation for a final exam that also serves as an opportunity for students to determine their readiness for the Pharmacy Technician Certification Board (PTCB) exam. An externship built into the program allows students to optimize their learning experiences in this course. (Course Length: 13 weeks)

**Coming in
2016**

**SCC
Hospitality
Institute**

Prepare for jobs in our area in the travel and tourism industry.
Earn industry recognized credentials and prepare for a new career!
Call 828.339.4426 to reserve your seat.

FITNESS

Fitness Fusion: (31 hrs.) In this course, students will experience two types of fitness modalities, Zumba and Piloxing. With Zumba, students will experience a fusion of rhythms and music from all over the world. Examples of the rhythms are salsa, merengue, cumbia, belly-dancing, rock-and-roll, country, etc. In a one-hour class, students will learn easy steps, enjoy a happy atmosphere, and burn 600+ calories. This workout will feel more like a dance party than the traditional regimented style work-out we've all come to dread. Piloxing is a low-impact, high-energy 50 minute session in which students will experience a fusion of Pilates, boxing, and dance to strengthen core muscles, reduce stress, and improve balance. In Piloxing students can burn 700+ calories and continue burning calories for 9-12 hours after leaving the class. **Self-Supporting.** Jackson Campus, Bradford Hall, Gym
M,W 1/11-5/4 (skip 1/18, 3/21, 3/23) 5:15-6:15 S. Huskey
(Studio Rumba) \$75

Relaxation & Restoration: Mind, Body, & Spirit: (15 hrs.) Learn to reduce and release stress through gentle stretching, controlled breathing and focused meditation. Regain natural body calmness, mind centeredness and peaceful spirit. Understand how to prevent stress from keeping you out of balance. Instructor will provide props to enhance comfort and handouts to promote home practice. No pre-requisites. Required materials: comfortable, stretchy clothes (no denim); yoga or exercise mat. Recommended materials: pillow, beach towel, washcloth or eye pillow. **Self-Supporting.**

Macon Campus, Groves Center, Room 114
T,Th 2/2-3/10 5:00-6:15P J. Plant \$65

LANGUAGES

Beginning Italian-Part I: (24 hrs.) This course will introduce the student to the basic vocabulary and grammar of the Italian language as well as the culture of Italy. Students will learn to listen, understand, speak, read, and write Italian at a beginning level thereby developing the necessary skills needed for basic communication and comprehension. Tips on traveling in Italy, including handouts of helpful word lists, will also be given. This is the perfect course for anyone who is planning a visit to Italy and/or loves Italian food and culture. Films, games, music and food as well as an interactive multi-media approach will be used. This is a personal enrichment course, therefore the focus will be on learning while having fun doing it – no exams, no pressure! **Self-Supporting.**

Jackson Campus, Founder's Hall, Room 112
T 1/19-3/8 5:30-8:30P L. Costantino \$115
T 3/15-5/10 (skip 3/22) 5:30-8:30P L. Costantino \$115
(add'l book fee approx. \$30)

Beginning Italian-Part II: (24 hrs.) In this course, students will advance in listening, reading, writing, and speaking the Italian language as well as learning the culture of Italy. Students will continue developing the necessary skills needed for basic communication and comprehension. The Italian experience will include films, games, music, food, and tips on traveling in Italy. Again, no exams and no pressure – just fun! **Self-Supporting.**

Jackson Campus, Founder's Hall, Room 112
Th 1/21-3/10 5:30-8:30P L. Costantino \$115
T 3/17-5/12 (skip 3/24) 5:30-8:30P L. Costantino \$115

PAINTING

Creative Collage: (4 hrs.) Bring your own photos and found objects and learn how to create a masterful collage composition using acrylic mediums and glazes. Explore color, texture and overlaying images. Use family photos, trip pictures or even mind mapping for your Bucket List to create artwork to take home and enjoy. Your imagination is the only limit! **Self-Supporting.**

Jackson Campus, Room TBD
M,T 2/8-2/9 5:30-7:30P Doreyl Ammons Cain \$40

Illustrative Journaling: (4 hrs.) Learn how to use sketching techniques and collage to illustrate a daily or weekly journal. Bring your own sketching journal, new or used, and any photos or objects for pasting. Discover the emotional meanings of color and how to bring your words alive with images, color and flare! **Self-Supporting.**

Jackson Campus, Balsam, Room 152
M,T 3/7-3/8 5:30-7:30P Doreyl Ammons Cain \$40

PHOTOGRAPHY

Beginning to Intermediate Digital Photography: (18 hrs.) Get a new camera for Christmas or just wanting to sharpen your skills? This class has it! Join professional photographer, Matthew Turlington of Penumbra Gallery, to learn about camera menus, lighting, focus, editing photos, and more. Students will need to bring a DSLR camera, owner's manual & tripod to class. (To view Matthew's work, visit his gallery or website www.penumbragallery.com.) **Self-Supporting.**

Jackson Campus, Burrell Bldg., Room 304
T 1/12 – 2/16 5:30-8:30P M. Turlington \$90
M 3/7-4/18 (skip 3/21) 5:30-8:30P M. Turlington \$90
Macon Campus, Groves Center, Room 111
M 1/25 – 2/29 5:30-8:30P M. Turlington \$90
T 3/8-4/19 (skip 3/22) 5:30-8:30P M. Turlington \$90

Advanced Photography/Photoshop: (18 hrs.) Continue to sharpen your technique and delve into Photoshop – the digital darkroom. Pre-requisite: Beginning to Intermediate Photography with Matthew Turlington. **Self-Supporting.**

Jackson Campus, Founder's Hall, Room 123
Th 1/14-2/18 5:30-8:30P M. Turlington \$70
Th 3/10-4/21 (skip 3/24) 5:30-8:30P M. Turlington \$70

SEWING/QUILTING

Ezy Pzy Adlib Tote – Designed by You!: (5 hrs.) In this course, each student will create a uniquely different tote bag using a quilted technique, but no quilting experience is required! Using a variety of colorful fabrics of their choosing, students will lay out, iron, and sew in their own patterned style to create a 12"x11"x5" tote. This is arguably one of the fastest and most fun projects you will ever do that produces a versatile, functional purpose. And, once you've learned the technique, you can easily create more bags at home, experimenting with size, color, and pattern to make wonderful gifts for friends and family. (Basic sewing experience helpful.) **Self-Supporting.**

Jackson Campus, Room TBD
M 1/25 9A-2P L. Clark \$30
Sa 3/19 9A-2P L. Clark \$30
T 4/5 5-9P L. Clark \$30
(+ add'l material fee)

Rug Hooking: (9 hrs.) Some strips of wool, a simple tool, a bit of linen or burlap - how ingenious were the women and men of ages past to see how such humble household items could make such beautiful rugs? This fiber craft became a fiber art only in the last 150 years but the fundamental steps have remained the same. A pattern is drawn onto a foundation, then stretched onto a frame, and fabric strips are pulled through it with a Rug Hook. The compacted loops of wool remain in place without knots or stitching. Despite the simplicity of the basic method, highly intricate designs can be created using various hooking methods to create realistic shading or using different widths of wool to achieve primitive or formal style. Besides floor coverings, the same basic technique can be used to create clothing, purses, pictorials, portraits, lampshades, and more. Come and learn a fascinating fiber art that is useful and fashionable. Students will be offered a choice of pattern. **Self-Supporting.**

Jackson Campus, Room TBD

T	2/9-2/23	2-5P	A. Warren	\$55
			(add't'l material fee approx. \$100)	

Hook a Vest: (12 hrs.) Learn to make your own chenille using homespun or muslin fabric to create a vest of your design, whether whimsical or elegant. **Self-Supporting.**

Jackson Campus, Room TBD

T	3/29-4/19	2-5P	A. Warren	\$70
			(+ add't'l material fee)	

WEAVING

Wondrous Woven Purse or Tote: (8 hrs.) This class will introduce students to two types of small loom weaving while they make a one-of-a-kind purse or tote for tools. The "bag" portion will be woven on a cardboard

loom in a continuous weaving method. This process can be used to weave tiny or large bags. Then students will learn several methods of weaving inkle bands that can be used for straps. The resulting item will be a personal creation to be used and enjoyed for a long time. **Self-Supporting.**

Jackson Campus, Room TBD

Th	1/21-2/11	5:15-8:15P	S. Leveille	\$65
			(\$15 material fee paid to instructor)	

Introduction to Four-Shaft Floor Loom Weaving: (15 hrs.) Weave a gorgeous and warm winter scarf while learning the basics of 4-shaft floor loom weaving. This introduction class will give students the opportunity to try weaving and get a sound foundation in the processes of setting up the loom and developing good weaving habits to produce a quality fabric. Taught by Susan Morgan Leveille who brings 40+ years of teaching experience with her, students will find her passion for weaving contagious and fun. **Self-Supporting.**

Jackson Campus, Room TBD

Th	2/25-3/31 (skip 3/24)	5:15-8:15P	S. Leveille	\$120
			(\$25 material fee paid to instructor)	

Continuing Four Shaft Floor Loom Weaving: (15 hrs.) This weaving class is for those who have learned to dress the loom and are ready to learn the basics of the twill structure. Students will make a table runner in which they will investigate many variations of twill. Some time will be spent learning drafting of patterns and working on graph paper to determine treadling options. **Self-Supporting.**

Jackson Campus, Room TBD

Th	4/14-5/12	5:15-8:15P	S. Leveille	\$120
			(\$25 material fee paid to instructor)	

SCC Online Courses: ED2GO

SCC offers more than 300 online continuing education courses monthly. These include Internet, webpage design, web graphics and multi-media, web and computer programming, basic computer literacy, computer applications, graphic design, computer troubleshooting and networking, database management, languages, writing and publishing, grant writing and non-profit management, starting your own business, sales and marketing, accounting, business administration, and much more.



GET STARTED by visiting: www.southwesterncc.edu/workforce-innovations/online-courses-continuing-education

When you visit our website, instructions are readily available and easy to follow. For additional information, please contact Vita Nations, coordinator of extension education at 339.4656 or vitan@southwesterncc.edu

www.southwesterncc.edu/workforce-innovations/online-courses-continuing-education

Stick Weave a Scarf: (4 hrs.) Thought to have been brought to Europe by the Crusaders, weaving sticks were also used by American settlers. In this course, we will use 4 sticks and a skein of yarn to create a beautiful scarf. Using the technique learned, students will be inspired to make a purse, jewelry or placemats and more! **Self-Supporting.**

Jackson Campus, Room TBD

T	1/26	10A-2P	A. Warren	\$25
			(add'l material fee \$20)	

MISCELLANEOUS

Chair Caning / Seat Weaving: (30 hrs.) This course will teach students to select the material best suited for the type of chair or stool being repaired. A diagonal weave pattern will be explored first, followed by learning the sets in caning a chair and replacing cane webbing. If time allows, students will weave a shaker style stool. Other topics that will be discussed are ways chair seat weaving and/or caning can create extra income. **Self-Supporting.**

Jackson Campus, Burrell Bldg., Room 302

M	3/7-5/2 (skip 3/21)	5-8P	J. Pell	\$125
			(add'l material fee approx. \$100)	

Mask Making: (8 hrs.) "Dionysus is not the God behind the mask. He IS the mask!" Masks have been worn by people of virtually every culture on the planet. Originally worn during ancient sacred rites and now worn in celebration and frolic as well, this is a fun and fascinating class that shares some of that rich history and encourages the imagination, design and production skills to create a personalized form-fitting mask of your own! **Self-Supporting.**

Jackson Campus, Founder's Hall, Room 112

M	2/8-2/29	5:30-7:30P	L. Costantino	\$50
M	4/4-4/25	5:30-7:30P	L. Costantino	\$50
			(+ additional material fee)	

Walking Tall, Speaking Confidently, and Carrying a Little Stick: Practical Awareness & Self-Protection: (2 hrs.) Approaching the concept of self-protection through purposeful decision making and problem solving, this course is a dynamic, 2-hour exploration into the areas of increased awareness, confidence and competence through the transcendence of perception - creating strength, personal freedom, safety and natural harmony within the world - even amidst the reality of violence. **Self-Supporting.**

Jackson Campus, Bradford Hall, Gymnasium

Th	4/14	6-8P	M. Boudrot	\$25
----	------	------	------------	------

Shifting Gears to Your Life & Work after Retirement: (8 hrs.) This hands-on workshop/seminar is a personal and professional "call to action" for Boomers to re-invent their post-retirement life. By participating in this course, they will design their own unique roadmap to creating a 'new' experience of work, play, travel, and leisure—one that will make and keep them more content and fulfilled than ever during this, their last, best, and hopefully most productive life passage. Great for anyone planning ahead for retirement AND for those already retired who are looking for direction. **Self-Supporting.**

Jackson Campus, TBD

S	4/9	8:30A-5:00P	D. Aiton	\$65
			(Additional Book Fee: \$15)	

Getting Paid to Talk: (2.5 hrs.) Ever been told you have a great voice? From audio books and cartoons to documentaries, commercials, and more, this class will introduce you to the growing field of voice over. Learn what the pros look for, how to prepare, and where to find work in your area! We'll discuss industry pros and cons and play samples from working voice professionals. In addition, you'll have an opportunity to record a short professional script under the direction of our teacher. This class is lots of fun, realistic and a great first step for anyone interested in the voice over field. For more info please visit www.voicecoaches.com/gptt. **Self-Supporting.**

Jackson Campus, Burrell Bldg., Room 302

W	3/2	5:30-8P	Creative Voice Dev.	\$25
---	-----	---------	---------------------	------

Your Local Business Connection for Voice • Internet • Data

balsamwest
The Communications Company

828.339.2900 | www.balsamwest.net

JACKSON COUNTY TRANSIT

Macon County TRANSIT
We'll take you there!

JCT 828-586-0233

MCT 828-349-2222

WORKING TOGETHER

Providing Transportation for Persons with Disabilities & the Elderly in Our Communities

Southwestern Community College's Small Business Center (SBC) is proud to serve small business owners and entrepreneurs with complimentary seminars, a resource center, and one-on-one counseling. As part of a network of experienced SBC's across North Carolina, we're dedicated to helping small businesses thrive. Our SBC understands the unique challenges that local businesses encounter, and we're ready to offer professional advice and instruction. For more information about your local SBC, to reserve your seat or to request one-on-one confidential counseling visit www.ncsbc.net or contact us at 828.339.4426. There is no charge for these seminars.

Starting a Better Business: This business planning seminar will cover a number of specifics that must be considered in your journey to starting a business. Come and learn how to assess your business ownership skills; how to assess the feasibility of your business idea; the parts of a business plan; the different types of business formations; the licenses that are required; and the financing options that are available. The goal of this seminar is to give those who attend the information that they need to make better decisions which should also give their business ideas a better chance of success.

Macon Campus, TBD

W 3/2 11:30A-1P SBC/SBTDC

Jackson Campus, TBD

W 5/4 11:30A-1P SBC/SBTDC

How to Start a Business: Thinking of starting a business? If so, you need to equip yourself with as much knowledge as possible. Starting a business can be a challenge but with the right guidance and knowing what resources are available, you will increase your chance of success.

Jackson Campus

M 1/25 5:30-8:30P The Support Center

How to Write a Business Plan: Learn to recognize the various sections of a business plan and what makes them work. Sample business plans will be available to study and further understand what makes a good plan. Participants will have an opportunity to use several business plan evaluation tools.

Jackson Campus

M 2/1 5:30-8:30P The Support Center

Marketing your Business: Learn the value of a marketing plan including the importance of market analysis in projecting sales. Market research for a sample business will demonstrate the connection between a marketing plan and a cash flow statement. Identify market tools and prepare a marketing plan for a sample business.

Jackson Campus

M 2/8 5:30-8:30P The Support Center

How to Find Your Customers: Theory is great...but hands-on work actually gets a business started. At this 3-hour workshop, you will spend quality time with a marketing consultant and a market research expert to begin a draft of your customized marketing plan. You will hone your core marketing message, explore marketplace visibility for your business, uncover competitors, describe your target market and develop marketing strategies. After this workshop, you will be well on your way to complet-



Women Entrepreneurs

Lunch and Learn with The Support Center's Women Business Center

Learn more about The Support Center, the Small Business Center and other resources available to you and your business. You will have the opportunity to network with other business owners over lunch that will be provided. This event is for women entrepreneurs only.

Macon County, TBD

M 2/22 11A-1P

M 4/18 11A-1P

Jackson County Library

– Community Room

T 1/19 11A-1P

T 3/15 11A-1P

ing a dynamic marketing plan for your company. Seating is limited.

Jackson Campus

M 2/15 5:30-8:30P The Support Center

Grant Writing 101: As funding becomes more difficult to secure, non-profit organizations face significant challenges to fulfill their missions. This 2.5 hour seminar reviews the questions non-profits need to answer prior to searching and applying for grant funds, outlines the 7 basic elements of most proposals, and shows participants how to match their needs to funder priorities. Participants focus on the major questions that need to be answered prior to a grant application and incorporating these answers into research and ultimately a competitive proposal.

Jackson Campus

W 2/17 9A-12P A. Pearce

Financing Your Business: How do you predict how much money you need for your business? Where do you find it? How do you get it? This class will examine how to access capital. We will also discuss the differences between traditional and non-traditional lenders, equity vs. debt financing, how forms of business ownership affect financing possibilities, and many other topics of interest.

Jackson Campus

M 2/22 5:30-8:30P The Support Center

Business Taxes: Learn what is required of the small business owner when filing taxes, what tax dates are important, and what records should be kept, and the actual process of filing. Learn what triggers tax audits and steps to take in order to prevent or survive an audit.

Jackson Campus

M 2/29 5:30-8:30P The Support Center

Small Business Digital Photography: Do you use photography for your business and would like to do it yourself? Then it's time to learn some digital photography skills that will help you in your business. Professional photographer Matthew Turlington of Penumbra Gallery, will help you learn by both sharpening your skills and adding a few more, or if you are a beginner and want to know if you can do this yourself. This class will serve the intermediate and intro level person and is applicable to any type of business. Come join others with similar needs, have some fun, and learn to be more productive with your photography.

Jackson Campus

W 3/2-3/16 5:30-8:30P M. Turlington

Bookkeeping Made Easy: Get answers to basic bookkeeping questions. New and prospective business owners will learn about accrual and cash basis accounting, what are expenses and revenues, manual and software bookkeeping options, outsourcing, and what your business actually needs when it comes to bookkeeping.

Jackson Campus

M 3/7 5:30-8:30P The Support Center

Giving Good Customer Service: Great customer service will give you an advantage you need to survive in today's tough business climate. Now more than ever before, businesses must be customer-oriented and have employees with strong "people skills" in order to succeed. This customer service session will give you the skills needed to communicate professionalism, strengthen customer relationships and secure a competitive advantage through customer service excellence.

Jackson Campus

M 3/14 5:30-8:30P The Support Center

Building Good Personal Credit for Your Business: Keeping and maintaining a good-to-excellent personal credit score is vital for every small business owner in these challenging economic times. Can you qualify for a commercial business loan? Did you know the lender decision is often based on the owner's personal credit score? That is why a good credit score has become a cherished asset to maintain and protect. This course focuses on the many factors that make up credit scoring and how to overcome negative credit issues impacting your credit rating. Learn about the unseen costs that bad credit causes. Learn how to minimize the risk of identity theft, how to respond to negative credit reports, how to build better credit and how to engage creditors more successfully. If you have issues with your current or past credit relationships, or have no credit at all, learn how to start building good credit today.

Jackson Campus

M 3/28 5:30-8:30P The Support Center

Doing Business with the Government: Attend this seminar to find out if your small business can make money through government contracting. Learn about the internet-based procurement systems launched by the Federal and North Carolina Governments. Follow the procurement process, from the registration and certification requirements to finding out what and where the government is buying. Learn about contract preference programs, who they benefit, and how they work. Get con-



SCC's Small Business Center 2016 Appalachian Farm School

Appalachian Farm School will be offering an eight week series training for new and existing small to medium-sized farms.

Turn your interest in growing vegetables, fruits, herbs, other crops and livestock into a sustainable agricultural-based business.

This Ag-Entrepreneurship training gives farmers the tools to create a new or revised business plan for an economically sustainable farm enterprise. This practical, hands-on, common sense approach gives you the skills needed to create and strengthen a successful business venture.

Session topics to include:

- Farm evaluation & goal setting
- Gain insights on the marketing of your product.
- Easy ways to understand the important numbers.
- Hear about current issues facing small agribusinesses.
- Understand rules and regulations and learn about funding options and other resources.

In partnership with NC Cooperative Extension and NCDA.
Swain Campus
T 1/12-3/1 6-9P The Support Center

tacts and resources for further advice and assistance should you decide to pursue government business. This seminar will de-mystify government procurement so you can make an informed decision on whether to enter this important market. Speakers: Noah Robins, SBTDC, Steve White, SBA and Teresa Bouchonnet, NC Military Business Center

W 3/30 2-4P

How to Perform a SWOT Analysis for Your Business: Participants will learn how to perform a SWOT Analysis (Strengths, Weaknesses, Opportunities, and Threats) for their business. Learn how to think strategically instead of focusing only on the day-to-day decisions.

Jackson Campus

M 4/4 5:30-8:30P The Support Center

QuickBooks for Small Business: Take the fear out of financial accounting! This 4-week series gives you the tools to understand the financial health of your small business. Start with the basics of bookkeeping and then launch into QuickBooks in order to learn more advanced financial management systems. You will cover bookkeeping basics, customer issues (invoicing and receivables), vendor issues (payables), and how to produce and understand financial statements.

Jackson Campus

T 4/5-4/26 5:30-8:30P The Support Center

Creating the Image & Crafting the Message: Learn how the big guys create powerful images and messages so that they "beat out" their competition and reach their intended targets. You will learn what is meant by branding and begin to create a unique image for your company.

Jackson Campus

M 4/11 5:30-8:30P The Support Center

SCC'S SMALL BUSINESS CENTER CONTINUES PATTERN OF GROWTH UNDER HENRY'S LEADERSHIP

Topping Tiffany Henry's first year as director of Southwestern Community College's Small Business Center was no easy task. During the 2014-15 fiscal year, Henry has been named "Rookie of the Year" by North Carolina's Small Business Center Network for her efforts in exponentially expanding the number of services available to entrepreneurs in SCC's service area.

Rather than plateauing or dropping off in 2014-15, Henry's numbers once again showed astronomical growth this past year. The Small Business Center offered more seminars (93 compared to 57) and drew more attendees (1,266 compared to 798) than the year before, and Henry still managed to almost double the counseling hours she provided (506, up from 255).

"We continue to be amazed and inspired by the way Tiffany engages our community," said Dr. Thom Brooks, vice president for instruction and student services at SCC. "She finds out what services and topics are needed, and she delivers. She's an outstanding resource for existing and aspiring business owners throughout Jackson, Macon, Swain Counties and the Qualla Boundary."

Throughout the spring, Henry organized the Creative Business Plan Competition and Training Series – an opportunity for professional crafters in the area to gain vital skills for running their own business while simultaneously competing to win a \$3,000 grand prize for the best business plan developed through participating in the series.

Aaron Beck of Backwoods Sculpture Studio in Sylva won that contest. Henry also helped organize the inaugural Appalachian Farm School that reached more than 20 area farmers. The second-annual Farm School starts Jan. 12.



Tiffany Henry (right) recently completed her second year as director of SCC's Small Business Center. She's shown here with Nicole Dexter (left) and Chip Owen, owners of Innovation Brewing in Sylva.

"I thoroughly enjoy getting to know and help all of the entrepreneurs throughout our service area," Henry said. "They are the backbone of our economy, and it's an honor to serve them and help connect them with the resources they need to be successful."

For more information about SCC's Small Business Center and the variety of services it offers, including free upcoming seminars and confidential counseling, contact Henry at t_henry@southwesterncc.edu or 828.339.4211.

CRAFT ARTISTS

Creative Business Plan Series for Professional Craft Artists
Over a series of 8 sessions, you will experience hands-on activities that have been specifically designed to address needs and challenges faced by craft artists who already have or wish to start a business. Craft businesses have very specific differences in their business models, and this series gives you the tools to address those in an effective way. You will analyze marketing, financial, production and distribution issues, as well as other issues included in your business model. At the completion of the series, you will have the tools you need to move forward, including a presentation of your business idea and a written "Creative Business Plan".
Location, TBD
Th 3/3-4/28 2P-5P The Support Center

Craft Artists
This three part series will pull together the key components of how a craft artist presents themselves to the world. Participants will develop their own professional material for an artist port-

folio. Part one will focus on creating a curriculum vitae (CV) that participants can use to generate more specific resumes. Part two will use the CV as a foundation to create a bio and artist statement Part three will focus on photographing work and how to organize an artist portfolio. At the conclusion of this series, participants will have the tools to create a professional portfolio they can use to approach a gallery, apply to join a craft guild or show, as well as many other opportunities.
Location, TBD

Artist's resumes & CV's			
T	4/5	6P-7:30P	J. Marley
Artist's statement & bios			
T	4/12	6-7:30P	J. Marley
Portfolio images & photographing your work			
T	4/19	6P-8P	J. Marley

NUR-3240-Nursing Assistant I: The graduate of the Nursing Assistant training program is eligible to sit for the North Carolina State competency exam. The cost of the exam is \$101, which will be payable to Pearson Vue. After successful completion of the state exam, graduates will be registered on the North Carolina Nurse Aide Registry through the NC Division of Health Service Regulation. The cost of the class (\$213) includes the registration fee, malpractice insurance, accident insurance, and student identification. For more information or to register, contact Tneshia Richards at 828.339.4459 or by email t_richards@southwesterncc.edu. Registration Fee: \$213

Jackson Campus, Balsam, Room 255

8/17-12/9 4-9:15P M,W

Macon Campus, Room 113

8/18-12/10 4-9:15P T,Th

“Education’s purpose is to replace an empty mind with an open one.”

— Malcolm S. Forbes

Entegra
BANK

498 East Main Street | Sylva, NC 28779

www.entegrabank.com • 800-438-2265 • NMLS #463813



CONDENSED, ACCELERATED PHLEBOTOMY PROGRAM OFFERED

Preparing for a career in phlebotomy just got a lot easier – and more affordable.

Southwestern Community College now offers its phlebotomy program as a continuing education option – cutting in half the length of required class and clinical time compared to when it was offered as a curriculum certificate.

The new format also greatly reduces the cost of preparing for national certification.

“There are job opportunities in this field,” said Dale Hall, the program’s instructor. “Employers often call us to see if we have any graduates ready to go to work yet. I’m excited we’re now able to offer phlebotomy this way.”

Classes meet from 12:30-3:30pm on Mondays and Wednesdays, Jan. 25 through March 2, and clinical training is from March 7-April 15.

The class costs \$185 plus books, insurance, background checks, immunizations, drug screening and uniforms.

“We really want to make this program more accessible to people who don’t necessarily want to make the time and financial commitment for a traditional college semester,” said Scott Sutton, director of occupational training at SCC. “By re-configuring our phlebotomy courses, we’re able to save students a tremendous amount of time and money.”

For more information, call 339.4426 or email ldowns@southwesterncc.edu.



SCC instructor Dale Hall (center) watches as Mandy Revis (right) of Sylva prepares to draw blood from Ashby Austin of Waynesville during a phlebotomy class at Southwestern Community College in Sylva.

Independent Auto Dealer Continuing Education: (6 hrs.) House Bill 432 mandates that any independent auto dealer seeking renewal of his/her license must show proof of attendance at a DMV-approved, six-hour Continuing Education class each year. This class will focus on NC Motor Vehicle Dealers and Manufacturers Regulation and on the Vehicle Registration Section Title Manual. *Self-Supporting.*

Jackson Campus, Balsam 152
M 3/10 8:30A-3:30P D. Mauk \$70

NC Auto Safety Inspection Certification: (8 hrs.) This course covers the inspection rules and procedures of a public inspection station. Upon completion, a student should understand the rules, regulations and procedures for safety inspections, be able to properly perform a vehicle safety inspection, and be prepared to sit for the state certification exam. Jackson Campus, Summit, Room 129 *Self-Supporting.*

M,T	1/25-1/26	6-10P	R. Frady	\$70
M,T	2/22-2/23	6-10P	R. Frady	\$70
M,T	3/28-3/29	6-10P	R. Frady	\$70
M,T	4/25-4/26	6-10P	R. Frady	\$70

OBD Emissions Certification/Recertification: (8 hrs.) Familiarizes students with the mandates and procedures required for certification as a North Carolina OBD II Inspector-Mechanic. *Self-Supporting.*

Jackson Campus, Summit, Room 129
M,T 4/11-4/12 6-10P R. Frady \$70

Notary Public Education: (6.5 hrs.) This course covers the qualifications, procedures and certification for becoming a notary. Students completing this course with a passing exam grade, are eligible to apply for certification with the NC Secretary of State's office. Requirements: high school diploma or GED, at least 18 years of age, legal resident of the USA, bring current valid state, federal, or tribal photo ID. Before class, students must purchase and read through the Notary Public Guidelines for North Carolina 10th Edition, available in the SCC Bookstore or online through the UNC-CH School of Government.

Jackson Campus, Founder's Hall, Room 117 *Self-Supporting.*

Th	1/21	9A-4:30P	K. Brendell	\$70
Th	2/18	9A-4:30P	K. Brendell	\$70
Th	3/17	9A-4:30P	K. Brendell	\$70
Th	4/21	9A-4:30P	K. Brendell	\$70

Macon Campus, Cecil Groves Center, Board Room
T 1/12 9A-4:30P R. Cedrone \$70
T 3/9 9A-4:30P R. Cedrone \$70
T 5/10 9A-4:30P R. Cedrone \$70

Electronic Notary Public: (3 hrs.) This course is designed for individuals who want to become commissioned as an electronic notary. Topics include legal, ethical and procedural requirements of the Notary Act set forth in the General Statute 10B Article 2. Upon completion of this course with a passing exam grade of 80%, a person is eligible to make application with the NC Secretary of State office. Individuals must have current notary commission to participate in E-notary training. For more information, go to www.secretary.state.nc.us/notary/. *Self-Supporting.*

Jackson Campus, Founders Hall, Room 117
Th 3/31 9A-12P K. Brendell \$70

Real Estate General Update: (4 hrs.) The primary topics in this year's GENUP are: Electronic Signatures and Electronic Record-keeping,

Property Management Issues, Revised Rules & Laws, Selected Topics, and Licensing & Education Review. *Self-Supporting.*

Jackson Campus, Bradford Hall, Room TBD
T 4/19 8:30A-12:30P B. Trull \$85

Real Estate Elective: Agency: Art or Agony: (4 hrs.) An elective course designed to cause brokers to "stop...and...think" about his/her actions or inactions when working with buyers and sellers or landlords and tenants, especially when acting as a dual agent.

Jackson Campus, Room TBD *Self-Supporting.*
T 4/19 1:30-5:30P B. Trull \$85

Real Estate Broker in Charge Update: (4 hrs.) The primary topics in this year's BICUP are: Electronic Signatures and Electronic Record-keeping, Property Management Issues, Revised Rules & Laws, Selected Topics for Brokers-In-Charge, and Licensing & Education Review.

Jackson Campus, Room TBD *Self-Supporting.*
W 4/20 8:30A-12:30P B. Trull \$85

Electrical Contractors' License Renewal Education: SCC now offers continuing education credits toward license renewal both in the fall and spring semesters. These courses will meet the requirements of the NC State Board of Examiners of Electrical Contractors for eight hours of continuing education credit. Check the website or call the Continuing Education office for more information about the fall semester course.

Location TBD *Self-Supporting.*
T,Th TBD 5:30-9:30P J. Buchanan \$70



Mountain View Manor Nursing and Rehab Center Outpatient Rehab

410 Buckner Branch Road
Bryson City, NC 28713

828.488.2101

Sophia Brown, Admissions Director

TEN GRADUATE FROM BLET PROGRAM; ALL PASS STATE EXAM

Growing up in the Statesville area, Zachary Holmes was always impressed by how his grandfather – Phil Carlton – conducted himself as an officer of the law for the N.C. Department of Motor Vehicles.

"The way he carried himself, and the way he talked to others – he was always humble and considerate," Holmes recalled of his grandfather, who retired as a sergeant after 30 years with the DMV before it merged with the highway patrol in the early 2000s. "He always tried to do better for others than he did for himself."

That's the primary reason Holmes decided to go into law enforcement himself; he recently completed his Basic Law Enforcement Training through Southwestern Community College's Public Safety Training Center and was one of 10 graduates honored at a ceremony on Sept. 25 in Franklin.

All SCC 10 graduates passed the state BLET exam. Graduates completed 744 hours of training between February and September.

Holmes, who graduated from Western Carolina University's Criminal Justice program in May, said SCC's program wasn't easy – but it helped him take one step closer to his goal.

"They break you down and build you back up," Holmes said. "It's a slow transition toward making you a better person."

Inspired by his grandfather, Holmes said he wants to "work in law enforcement and make a difference in the community I serve."

Cherokee resident Ina Driver, one of Holmes' BLET classmates, has similar goals. Her motivation, however, is quite different.

"I started out working at the detention facility in Cherokee," said Driver, who was named her BLET class sergeant. "I realized that a lot of the ones being brought in were the youth, and some were people I went through school with. They were throwing away the bright future they had."

"I want to effect change in youth and show them how to get away from the drugs and the violence," Driver continued. "It's a chance to join such a tremendous family in our police department."

For more information about SCC's public safety training, call 828.306.7041 or visit www.southwesterncc.edu/pstc.



Matt Reynolds (left), SCC's N.C. Law Enforcement program coordinator; presents a certificate to BLET graduate Ina Driver of Cherokee.



Matt Reynolds (left), SCC's N.C. Law Enforcement program coordinator; Mitch Boudrot (second from left), SCC's law enforcement training program director; and Curtis Dowdle (right), SCC's dean of public safety training; flank graduates of Southwestern's Basic Law Enforcement Training Class No. 73, from left: Aaron Shumate, Michael Hollifield, Ridge Parris, Ina Driver, Benjamin Murphy, Casey Day, Johnnie Mason, Clayton Creighton, Zachary Holmes and Shawna Burrell.



Matt Reynolds (left), SCC's N.C. Law Enforcement program coordinator; presents a certificate to BLET graduate Zachary Holmes of Statesville.

The Jerry Sutton Public Safety Training Center (PSTC) is a division of Southwestern Community College (SCC). SCC-PSTC is located within the Macon County Industrial Park, on Highway 64-West. The facility is primarily dedicated to coordinating Public Safety Training Programs (EMS, Fire/Rescue, and Law Enforcement) to all agencies within the SCC service area and beyond.

EMERGENCY MEDICAL SERVICES

Pre-registration is required for all EMS certification courses. Courses may also be cancelled due to insufficient enrollment. For more information or to enroll in EMS training contact Todd Doster at 828.306.7044 or tdoster@southwesterncc.edu. You may also search for and register for classes here: www.southwesterncc.edu/pstc/ems-class-schedule

BLS for Healthcare Providers: This course is for healthcare professionals who need to know how to perform CPR, as well as other lifesaving skills, in a wide variety of in-hospital and out-of-hospital settings.

SCC-PSTC

11/25

9A-1P

NAEMT's Emergency Pediatric Care (EPC) course focuses on the care of sick and injured children, addressing a full spectrum of emergency illnesses, injuries and scenarios that an EMS practitioner might encounter. The course provides an in-depth understanding of the pathophysiology of the most common pediatric emergency issues, and stresses critical thinking skills to help practitioners make the best decisions for their patients.

SCC-PSTC

January 2016

Heartsaver CPR, AED & First Aid: This course is for anyone with limited or no medical training who needs a course completion card in first aid, CPR and AED use to meet job, regulatory or other requirements.

SCC-PSTC

TBA

Law Enforcement First Response Tactical Casualty Care: LEFR-TCC teaches public safety first responders including police, other law enforcement officers, firefighters, and other first responders the basic medical care interventions that will help save an injured responder's life until EMS practitioners can safely enter a tactical scene. It combines the principles of PHTLS and TCCC, and meets the recommendations of the Hartford Consensus document and TECC guidelines.

SCC-PSTC

11/10

8A-5P

Tactical Emergency Casualty Care (TECC) Course: In response to the increased need for tactical trauma care education, the PHTLS Committee is pleased to announce that the Tactical Emergency Casualty Care (TECC) curriculum is now available. This new 16 hour course is designed for EMS practitioners needing tactical casualty care training for the civilian sector and meets all Tactical Emergency Casualty Care guidelines.

SCC-PSTC

11/18-11/19

8A-5P

Paramedic Refresher and EMT- Paramedic to Paramedic Transition Course: This 48 hour course will provide the requirements for renewing National Registry Paramedic and will also be a state approved EMT-Paramedic to Paramedic transition course to bridge currently credentialed EMT Paramedics trained under the old DOT National Standard Curriculum to the new Education Standards.

SCC - PSTC

January 2016

Pre-Hospital Trauma Life Support (PHTLS): PHTLS is developed by the National Association of Emergency Medical Technicians in cooperation with the American College of Surgeons Committee on Trauma. The Pre hospital Trauma Life Support (PHTLS) course is a unique continuing education program created in recognition of the real need in EMS education for additional training in the handling of trauma patients. This indispensable program is designed to enhance and increase knowledge and skill in delivering critical care in the pre hospital environment.

SCC-PSTC

12/05-12/06

8A-5P

Trauma First Response: The Trauma First Response course is a one-day continuing education course that teaches the principles of Prehospital Trauma Life Support (PHTLS) to non-EMS practitioners, including first responders, police officers, firefighters, rescue personnel and safety officers. It helps them prepare to care for trauma patients while serving as part of a transport team or awaiting a transport provider. The course serves up core PHTLS content to those who haven't had EMT or advanced prehospital training. The lectures and practical stations are designed for the type of care first responders can render while awaiting patient transport or when assisting paramedics and EMTs at a trauma scene.

SCC-PSTC

TBA

Advanced Medical Life Support: NAEMT's Advanced Medical Life Support (AMLS) course is the first EMS education program that fully addresses how to best assess and manage the most common medical crises in patients, offering a "think outside the box" methodology. It is for all levels of practitioners with a strong commitment to patient care, including emergency medical technicians, paramedics, nurses, nurse practitioners, physician assistants, nurse anesthetists and physicians. The course emphasizes the use of scene size-up, history, interactive group discussion on potential treatment strategies, and physical exam to systematically rule out and consider possibilities and probabilities in treating patients' medical crises. The course offers an initial assessment-based approach that progresses to a diagnostic-based approach to quickly develop the best treatment plan.

SCC-PSTC

February 2016

EMS 3000 Basic Anatomy & Physiology: This course provides a basic study of the structure and function of the human body. Topics include a basic study of the body systems as well as an introduction to homeostasis, cells, tissues, nutrition, acid-base balance, and electrolytes. Upon completion, students should be able to demonstrate a basic understanding of the fundamental principles of anatomy and physiology. This course meets the pre-requisite Anatomy & Physiology requirement established by the NC Office of Emergency Medical Services (OEMS) for Paramedic credentialing.

SCC-PSTC

TBA

Emergency Medical Responder: The primary focus of the Emergency Medical Responder is to initiate immediate lifesaving care to critical patients who access the emergency medical system. This individual possesses the basic knowledge and skills necessary to provide lifesaving interventions while awaiting additional EMS response and to assist higher level personnel at the scene and during transport. Emergency Medical Responders function as part of a comprehensive EMS response, under medical oversight. Emergency Medical Responders perform basic interventions with minimal equipment. The class consists of 72 hours didactic and hands-on patient scenario training.

SCC-PSTC

February 2016

Emergency Medical Technician: The primary focus of the Emergency Medical Technician is to provide basic emergency medical care and transportation for critical and emergent patients who access the emergency medical system. This individual possesses the basic knowledge and skills necessary to provide patient care and transportation. Emergency Medical Technicians function as part of a comprehensive EMS response, under medical oversight. Emergency Medical Technicians perform interventions with the basic equipment typically found on an ambulance. The Emergency Medical Technician is a link from the scene to the emergency health care system. The class consists of didactic and hands-on patient scenario training and 24 hours of EMS Field Internship.

SCC-PSTC

January 11 - May 9 2016

Emergency Medical Technician - Hybrid Course: This offering consists of 200 hours of didactic web-based coursework and several in class practical sessions held at the Jerry Sutton Public Safety Training Center located in Franklin, NC as well as 24 hours of EMS Field Internship. Next offering will be September 2016. Contact Todd Doster for further information.

SCC-PSTC

February 2016

Contact Todd Doster for specific times, topics and locations.

Critical Care Paramedic Continuing Education

EMS Technical Scope of Practice Evaluations:
Call for appointment.

Medical Responder/Emergency Medical Technician EMS Continuing Education

Multiple offerings of each topic are offered at various Fire Departments and Rescue Squads each month.



FIRE AND RESCUE

For more information on the following classes contact Kameron Buchanan, Fire Rescue Coordinator/Instructor at 828.306.7045 or email k_buchanan@southwesterncc.edu.

Alarka Fire Department

CPR 2/9-2/10 SAF 3025

Balsam Fire Department – TBA

Bryson City Fire Department

Medical Continuing Education 1st Thursday of Each Month

Burningtown Fire Department

Medical Continuing Education 1st Thursday of Each Month

Canada Fire Department

Medical Continuing Education 1st Monday of Each Month
EVD 1/16 FIP 3601

Cherokee Tribal Volunteer Fire Department

Basic Thermal Imaging 12/2-12/3 FIP 4728
NIMS ICS 300 1/19-1/21
NIMS ICS 400 2/1-2/3

Clarks Chapel Fire Department – TBA

Cowee Fire Department

Medical Continuing Education 2nd Thursday of Each Month
Fire Extinguishers 12/3-12/10 FIP 3012

Cullasaja Fire Department

Medical Continuing Education 1st Thursday of Each Month
Building Construction 12/7, 8, 14, 15 FIP 3022

Cullowhee Fire Department – TBA

Franklin Fire Department

Hazmat Air Monitoring and Sampling 11/12-12/17 skip 11/26 FIP 3354

Cashiers Fire Department

Forcible Entry 1/4-25 FIP 3007
Foam Fire Streams 12/7-14 FIP 3012
Safety & Survival 2/8-3/1 FIP 3025

Cashiers Rescue – TBA

Highlands Fire & Rescue Department

Medical Continuing Education 3rd Tuesday of Each Month

Mtn. Valley Fire Department – TBA

Nantahala Fire Department

Medical Continuing Education 2nd Thursday of Each Month

Otto Fire & Rescue Department

Medical Continuing Education 3rd Thursday of Each Month

Qualla Fire Department – TBA

Savannah Fire Department

Medical Continuing Education 2nd Monday of Even Months

Sky Valley/Scaly Fire Department

Medical Continuing Education 4th Tuesday of Each Month

SCC-PSTC – TBA

Sylva Fire Department – TBA

Swain County Rescue – TBA

West Macon Fire Department

Medical Continuing Education 2nd Thursday Every 4th Month

West Swain Fire Department – TBA

LAW ENFORCEMENT

CJC 3938: Basic Law Enforcement Training (BLET): (744 hrs.) The North Carolina Basic Law Enforcement Training is a State-accredited program designed to prepare entry level individuals with the cognitive and physical skills to become certified police officers and deputy sheriffs. The course is comprised of 35 separate blocks of instruction. The Commission-mandated course, upon completion, will enable the graduate to be certified to work as a sworn law enforcement officer in North Carolina. SCC-PSTC offers two academies a year (Summer/Fall). For more information contact Matt Reynolds, North Carolina Law Enforcement Certification Coordinator/Instructor at 828.306.7046 or email reynolds@southwesterncc.edu

SCC-PSTC M,T,W,Th,F,Sa 5/9-9/23/16 8A-6P

CJC 3941: Detention Officer Certification Training (DOCC): (194 hrs.) The North Carolina Detention Officer Certification Course is a State accredited program designed to prepare entry level individuals with the cognitive and physical skills to become certified detention officers. The course is comprised of twenty-one separate blocks of instruction. The Sheriff's Commission mandated course, upon completion, will enable the graduate to be certified to work as a sworn detention officer in the State of North Carolina. For more information contact Matt Reynolds, North Carolina Law Enforcement Certification Coordinator/Instructor at 828.306.7046 or email reynolds@southwesterncc.edu

SCC-PSTC M,T,W,Th,F,Sa 2/1-3/4 8A-6P

CJC 3952: In-Service Training for Law Enforcement: In-Service Training Requirements from the NC Criminal Justice and Sheriffs' Education and Training Standards Commission: The In-Service N.C. Law Enforcement Officer Training requirements, as outlined in the N.C. Administrative Code, requires that every police officer certified by the N.C. Criminal Justice and Training Standards Commission and deputy sheriff certified by N.C. Sheriff Education and Training Standards Commission complete 24 hours of in-service training annually. The topics for this requirement are outlined in the Code and include but are not limited to the classes listed below for 2015. SCC will work with all agencies to meet these training requirements in traditional seat-based classes or online delivery. Please contact Mark Welch at SCC PSTC, 828.306.7052 or m_welch@southwesterncc.edu for additional information.

CJC 3952: In-Service Training for Detention Officers: In-Service Training Requirements from the NC Criminal Justice and Sheriffs' Education and Training Standards Commission: The In-Service N.C. Detention Officer Training requirements, as outlined in the N.C. Administrative Code, requires that every detention officer certified by the North Carolina Sheriffs Education and Training Standards Commission complete 16 hours of in-service training annually. The topics for this requirement are outlined in the Code and include but are not limited to the classes listed below for 2015. SCC will work with all agencies to meet these training requirements in traditional seat-based classes or online delivery. Please contact Mark Welch at SCC PSTC, 828.306.7052 or m_welch@southwesterncc.edu for additional information.

CJC 3928: General Instructor Training: This course should be taken by Criminal Justice personnel planning to teach in any course mandated by either the Criminal Justice Education Training Standards Commission or the Sheriffs' Education Training Standards Commission. Prior to teaching in any commission-mandates course, you must successfully complete this course, apply for and be granted certification as a probationary instructor. Also, personnel desiring to attend specialized instructor training courses such as Firearms, Subject Control, Physical Fitness, Driver Training, etc. must first successfully complete the General Instructor Training course. For more information contact Matt Reynolds, North Carolina Law Enforcement Certification Coordinator/Instructor at 828.306.7046 or email reynolds@southwesterncc.edu

SCC-PSTC M-F 1/12 - 1/28 8A-5P

CJC 5000: Tracking for the Patrol Officer: (16 hrs.) This course trains the patrol officer to utilize visual tracking to investigate and control incidents that occur outdoors. The student will receive instruction in the application of visual tracking, individualized tactical movement, equipment, field expedient camouflage, identifying and clearing danger areas, woodland arrest techniques, foot patrol tactics and investigation. The training focuses on the identification of track evidence at the scene with emphasis on gathering intelligence for further investigation or pursuit of a suspect or lost person.

SCC-PSTC W,Th TBA 8A-5P



**Honesty.
Respect.
Professionalism.
Courtesy.**

Charles Wolfe, Agent
180 Webster Road
Sylva, NC 28779
Bus: 828-586-4026
charles.w.wolfe.bwll@statefarm.com

It's how I treat all my customers. And you can be sure I'll always do my best to meet your needs.

**Like a good neighbor,
State Farm is there.®**

CALL ME TODAY.

 **State Farm™**

CJC-5020: Subject Control/Arrest Techniques (SC/AT) Workshop Series (Either 08 or 10 Hrs.): This workshop series will review and expand basic, practical and effective subject control/arrest principles and techniques for resisting and combative behaviors encountered by the law enforcement professional, built upon the foundation of the North Carolina - Basic Law Enforcement Training (NC-BLET) SC/AT curriculum. Attendees should be sworn law enforcement officers, employed by a Police Department, Sheriff's Office or state agency within North Carolina. Attendees should wear appropriate training attire, including duty belt, duty belt keepers, handcuffs, handcuff key and baton. Optional training equipment includes mouthguard, groin protection, patrol gloves and athletic footwear. Attendees must be physically fit for duty and able to perform physical skills associated with subject control and arrest duties. Practical laboratory components will include lecture, demonstration, practical exercises and physical activity related to positional movement, striking, holding, locking, leveraging, disengagement and progressive training drills to approximate increased heart rate related to situational performance within the control/arrest environment. Contact Mitch Boudrot at the SCC-PSTC via e-mail at m_boudrot@southwesterncc.edu, or by telephone 828.306.7043 for additional information.
SCC-PSTC TBA

CJC 5045: Basic School Resource Officer Training: (40 hrs.) This course is designed for officers who desire to become or are assigned to a school resource officer position/program. This course will assist in defining the School Resource Officer (SRO) concept and apply this to the school in which they are assigned, define the dual objectives of prevention and enforcement as it applies to the School Resource Officer Program, identify the roles of a School Resource Officer/Unit in the educational community, identify the various categories of students defined as Children with Special Needs and sensitize the School Resource Officer to each classification, discuss the problems of dating violence, social networking issues amongst teens, adolescent suicide, identify the warning signs associated with "at risk" students and recommend the appropriate steps which need to be taken in handling these students, and discuss the development of relationships necessary to function as an SRO, including relationships with students, parents and faculty. *Must be a sworn law enforcement officer to register* SCC-PSTC TBA

CJC 5055: National Park Service - Seasonal Law Enforcement Training (NPS-SLET) Program Session #95 (Spring 2016): The National Park Service - Seasonal Law Enforcement Training (NPS-SLET) program delivered by the Southwestern Community College - Division of Public Safety Training Center (SCC-PSTC) is approved by the United States Department of the Interior (DOI) and coordinated by the National Park Service Law Enforcement Training Center (NPS-LETC), Federal Law Enforcement Training Center (FLETC), located in Glynnco, Georgia. Successful completion of the NPS-SLET program, in its entirety, is an eligibility requirement for a Type II (Seasonal) Law Enforcement Commission with the National Park Service (NPS) and allied agencies. Course information and application materials may be accessed online at southwesterncc.edu/pstc/law-enforcement/national-park-service-nps. For additional information, contact Don Coleman, SCC-PSTC National Park Service Law Enforcement Training Instructor at d_coleman@southwesterncc.edu or 828.306.7055, or 1.800.447.4091, Ext. 7055. (Hours are TBA, following curriculum development/implementation by the NPS-LETC)

MOTORCYCLE SAFETY BASIC RIDER

This course covers the basic fundamentals needed to develop your capabilities to become a safe and responsible motorcyclist. It provides the opportunity for you to learn the physical and mental skills important for operating a motorcycle. In the classroom, you will learn ways to minimize risk and handle special riding situations. During the riding portions, you will be coached to develop the physical skills of basic control that include: straight line riding, stopping, turning and shifting. New for 2015 is the Motorcycle Safety Foundation Basic eCourse a highly interactive online program that provides riders of all skill levels with the basics of motorcycling. With integrated graphics, photos and video to help better illustrate the lessons, the new program allows you to control the pace of your learning. This will be required prior to your scheduled Saturday/Sunday class meeting. Certificate of completion must be presented on the first day of class. This eCourse portion is included in your class registration. Information for completion will be provided upon registration. There is a minimum of six (6) students per class required - Maximum of 12 students per class. For more information, call 828.306.7041.

- Students must be able to ride a bicycle before entering class.
- Class is physically demanding.
- Classes are held on a full-size, flat range.
- Small light weight motorcycles are provided.

SCC-PSTC (Saturday & Sunday 8A - 6P)

March 18-20, 2016 • April 1-3, 2016 • April 15-17, 2016

SAFE DRIVING PROGRAM

Have you received a minor traffic citation or ticket recently? If you have, you may be eligible to complete a four-hour defensive driving course. By completing the course, drivers could save money on their insurance, keep points off their licenses and sharpen their driving skills.

For more info, visit www.southwesterncc.edu/dd or call 828.339.4426.



SHEDS

HUNTING SUPPLY

Monday - Saturday
10:00 - 6:00

Archery
& Firearms

Sylva

Maggie Valley

828.339.3300 828.926.3244

ShedsHuntingSupply.com

TRAFFIC SAFETY TRAINING

Basic Radar Certification Training: A 40-hour certification course for Officers seeking certification to operate RADAR in North Carolina. Must be employed or an appointed law enforcement officer by a state or local agency or be a federal law enforcement officer, BLET certified. Deputies must be in compliance with the Sheriffs' Standards Commission. Student and/or agency must provide approved RADAR (s) for practice and testing, patrol vehicle and current RADAR training Manual. Class will not be held if not sufficient enrollment. To pre-register call 828.306.7056. SCC, PSTC
March 2016

Basic Radar Re-Certification Training: A 17-hour (two day) re-certification course for officers seeking re-certification to operate RADAR in North Carolina. Must be currently certified or certification has not been expired more than one year. Must be employed or an appointed law enforcement officer by a state or local agency or be a federal law enforcement officer, BLET certified. Deputies must be in compliance with the Sheriffs' Standards Commission. Student must provide approved RADAR (s) for practice and testing, patrol vehicle, and current RADAR training manual. To pre-register contact 828.306.7056. Class will not be held if not sufficient enrollment. SCC, PSTC
March 2016

RADAR/LIDAR Operator Recertification: This 17-hour course is intended to recertify the student in the use of RADAR and LIDAR Speed Measuring Instruments. Students will be instructed in the following

topics: Basic Principles of RADAR / LIDAR Speed Measurement, Legal and Operational Considerations, Motor Skills Testing, State administered written examination. Note: Student must provide a RADAR and LIDAR instrument currently on the approved list for use in North Carolina. This can be found in Appendix A of the current Supplement to the SMI Operator Manual. Manuals will be provided by SCC-PSTC. Prerequisite: Student must be a currently certified law enforcement officer in North Carolina, a Federal Law Enforcement Officer, or currently active in the military, and be a currently certified RADAR and LIDAR Operator, or certification has lapsed with the last twelve (12) months. SCC, PSTC
March 2016

EARWOOD, MOORE CARPENTER & GUY

ATTORNEYS AT LAW

828-339-1010 | earwoodandmoore.com

CHEROKEE HOME CENTER

We proudly carry:



GE
Appliances

carhartt



1623 ACQUONI ROAD • CHEROKEE
828-497-8980 • cherokeehomecenter.net

Imagine this full kitchen in your home today!



Your Dream Kitchen as low as \$79/month

(with approved credit, as designed 10x10)

Alpine Pewter Brush Countertops

WestLund Amerock Pulls

Cabinets
Heritage – White Shaker

GE Appliances - Refrigerator, Gas
Range, Dishwasher, Microwave

ALL Included...

You get everything AND the kitchen sink!

99 WEST MAIN ST. SYLVA • (828) 631-9992
WWW.THEDESIGNCENTERBYHAYWOOD.COM



CERAMICS & POTTERY

Intro to Clay: Interested in pottery? This short class is a great way to see if working with clay is for you! Students will have the opportunity to hand build a piece of pottery during this one evening class. All projects will be fired and ready for pick-up the following week. Cost of materials is included. Prerequisite: None. 3 hrs., 0 CEU. **Self-Supporting.**

Swain Center, Room 125

W	1/6	6-9P	S. Coe	\$25
F	1/8	9A-12P	J. Marley	\$25
W	5/11	6-9P	J. Matthews	\$25
F	5/13	9A-12P	J. Matthews	\$25

Throwing Off the Hump: This course will focus on production techniques for the beginner to intermediate student. Topics covered will be throwing various forms of the "hump" with consistency, as well as consistency in glazing. Cost of materials not included. Prerequisites: Completion of Beginning Wheel or special permission from instructor. 24 hrs., 2.4 CEU.

Swain Center, Room 123

M	1/4 - 3/9	9A-12P	E. Delfield	\$70
---	-----------	--------	-------------	------

Hand Building: This class will delve into hand building techniques used by sculptors and vessel makers. We will cover the pinch, coil and slab methods. There will be discussions and hands on demonstrations of how to use the different techniques. We will also explore how to combine the different techniques to make wonderful finished pieces. Students will gain a functional knowledge of hand building techniques for both functional and non-functional ceramics. Cost of materials not included. Prerequisite: None. 96 hrs., 9.6 CEU.

Swain Center, Room 123

T,Th	1/2 - 5/5	2-5P	K. Hanson	\$180
------	-----------	------	-----------	-------

Heritage Pots II: This course concentrates on fabrication of folk pottery for the intermediate level student. Students can select projects from a multitude of utilitarian ceramic forms including butter churns, jugs, storage & pickling crocks, etc. At the conclusion of the course students will have produced a body of work that demonstrates a working knowledge of folk pottery. Cost of materials not included. Prerequisite: Beginning Wheel and/or instructor's permission. 96 hrs., 9.6 CEU.

Swain Center, Room 123

T,Th	1/12 - 5/5	9A-12P	K. Hubbs	\$180
------	------------	--------	----------	-------

Glaze Fabrication: The fabrication of a variety of glazes for use on a variety of clay bodies will be the focus of this course. Particular emphasis will be placed on safety and function. At the conclusion of the course students will have produced a body of work that demonstrates mastery of developing, mixing, and firing custom made glazes. Cost of materials not included. Prerequisites: Intermediate Wheel or special permission from instructor.

T,Th	1/12 - 5/5	6-9P	J. McKee	\$180
------	------------	------	----------	-------

Beginning & Intermediate Wheel: This course introduces students to pottery making. They will learn to center up to 1.5 pounds of clay on a wheel, turn, trim, and glaze basic forms. Additional topics covered include throwing off the hump, the operation of a pottery studio, clay bodies, kiln loading and firing, basic pottery vocabulary, safety issues, various firing techniques including oxidation, traditional Raku, and horsehair. Cost of materials not included. Prerequisite: None. 96 hrs., 9.6 CEU.

Swain Center, Room 123

T,Th	1/12 - 5/12	6-9P	E. Delfield	\$180
------	-------------	------	-------------	-------

Handbuilding for Raku: Students will explore a variety of hand built forms finished in the Raku firing process. Forms will include decorative wall hangings, clocks, boxes, and animal effigies. Upon completion, students will demonstrate new forms and technics to finish their pottery. Cost of materials not included. Prerequisites: None. 24 hrs., 2.4 CEU.

Swain Center, Room 123

W	1/13 - 3/2	1-4P	J. Matthews	\$70
---	------------	------	-------------	------

Electric Kiln Maintenance: Learn how to keep your electric kiln running in top condition! This class focuses on the proper and safe way to change elements, relays, and thermal couples as well as how to test to make sure your kiln is firing to temperature. This class is taught by Doug Hubbs who has over 30 years of experience as an electrical contractor. Prerequisite: None. 3 hrs., 0 CEU. **Self-Supporting.**

Swain Center, Room 125

T	1/26	6-9P	K. Hubbs	\$25
T	3/8	6-9P	K. Hubbs	\$25

Beginning Raku: Students will explore the Japanese Firing process of Raku (pronounced rah-coo). Producing items for raku firing, applying raku glazes, operating a raku kiln will be the focus of this course. Upon completion, student will demonstrate a basic knowledge of the Raku process and related safety procedures. Cost of materials not included. Prerequisites: Completion of Beginning Wheel or special permission from instructor. 24 hrs., 2.4 CEU.

Swain Center, Room 125

W	3/2 - 4/27	6-9P	J. McKee	\$70
---	------------	------	----------	------

Brushes for Pottery: Students will construct brush for decorating pottery using readily available materials. The class will focus on brush construction and testing. At the conclusion of the class, participants will be able to construct simple brushes from natural and ready-made materials. Cost of materials not included. Prerequisite: None. 6 hrs., 0 CEU.

Swain Center, Room 123 **Self-Supporting.**

W	3/9 - 3/16	1-4P	S. Coe	\$49
---	------------	------	--------	------

Get the Most from Cone 6: This class will focus on firing at cone 6 and give you skills to maximize your results. Students will explore cone 6 glaze recipes, glaze application, kiln firing and testing. Upon completion, student will understand the cone 6 firing process and how to test and detect variances in results. Cost of materials not included. Prerequisites: Completion of Beginning Wheel or special permission from instructor. 24 hrs., 2.4 CEU.

Swain Center, Room 123

M	3/14 - 5/9	1-4P	E. Delfield	\$70
---	------------	------	-------------	------



Dogwood Crafters
FEATURING OVER 100 ARTISANS

90 WEBSTER STREET, DILLSBORO, NC
(828) 586-2248 **DOGWOODCRAFTERS.COM**

Like us on facebook

Sgraffito: Make a mark in your pottery! With sgraffito, you put down a layer of color and scratch in a design. With mishima, scratch in the design and then fill it with color. Or use both on the same piece! We'll also make two sgraffito tools. The pieces you make to decorate can be hand built or thrown. Cost of materials not included. Prerequisites: Beginning Wheel and/or instructor's permission. 24 hrs., 2.4 CEU.

Swain Center, Room 123

W	3/28 - 5/16	1-4P	S. Coe	\$70
---	-------------	------	--------	------

Independent Study Ceramics: This course is a self-directed, independent study for advanced, knowledgeable students. Students will meet weekly with the instructor for the 4 week duration of the class to review progress and critique. Students will be expected to work on their own, during open studio hours. Cost of materials not included. Prerequisites: Portfolio review or Beginning Wheel. 2 hrs., No CEU. **Self-Supporting.**

Swain Center, Room 125

T	1/5-1/26	1-3P	K. Hubbs	\$65
T	2/2-2/23	1-3P	K. Hubbs	\$65
T	3/1-3/31	1-3P	K. Hubbs	\$65
T	4/5-4/26	1-3P	K. Hubbs	\$65
T	5/3-5/31	1-3P	K. Hubbs	\$65

PAINTING & DRAWING

Drawing: For the beginner to intermediate level, students will explore several drawing techniques to develop and improve their skills. Topic covered will include drawing from a still life and landscape, as well as a variety of drawing mediums, including pencils, pens, charcoal, and conte crayons. Students completing this course will have a better understanding of drawing process and how to express themselves visually. Prerequisites: None. 8 hrs., 0 CEU.

Swain Center, Room 114

T	2/2-2/23	10A-12P	J. Marley	\$50
T	4/5-4/26	6-8P	J. Marley	\$50

Sketching Outside: Drawing outside is an excellent opportunity to explore a variety of subjects found in nature. This class is for individuals with beginning to intermediate level drawing skill or who would like a workshop to refresh their skills. The focus of the class will be on sketching, with an emphasis on composition, light, and space. Students should bring a sketch book, pencils, pens, and any other drawing materials they would like to use. Prerequisite: None 3 hrs., 0 CEU.

Swain Center, Room 114

F	4/15	10A-12P	J. Marley	\$35
F	5/13	10A-12P	J. Marley	\$35

Plein Air Painting: This 3-day workshop will focus on oil painting outside, drawing inspiration from the landscape. Students will need a French or box easel, brushes, oil paint, pallet, mediums, and towels for clean-up. Expect to be productive and have 3-6 finished paintings at the end of the class. Cost of materials not included. Prerequisites: None. 9 hrs., 0 CEU. **Self-Supporting.**

Swain Center, Room 114

M, T, W	5/2-5/4	9A-12P	J. Marley	\$85
---------	---------	--------	-----------	------

PRINTING & LETTERPRESS

Linoleum Block Printing: The relief printing process is one of the simplest ways of creating prints. An impression is created by the uncarved or unprepared areas of a block or plate, which are inked to make multiples of the same image. Students in this course will explore linoleum block printing, including using the letterpress and etching press to

create images, as well as methods for printing without a press. At the conclusion of the course students will be able to demonstrate several methods for linoleum block printing. Cost of materials is included. Prerequisites: None. 24 hrs., 2.4 CEU.

Swain Center, Room 110

T, Th	3/1-3/31	6-9P	J. Marley	\$70
-------	----------	------	-----------	------

Independent Study Print: This course is a self-directed, independent study for advanced students. Students will meet bi-weekly with the instructor for the 4 week duration of the class to review progress and address any concerns. Students will be expected to work on their own, during open studio hours. Cost of materials not included. Prerequisites: Printmaking I& II and/or portfolio review. 2 hrs., 0 CEU. **Self-Supporting.**

Swain Center, Room 110

T	1/5-1/26	11A-12P	J. Marley	\$75
T	2/2-2/23	11A-12P	J. Marley	\$75
T	3/1-3/31	11A-12P	J. Marley	\$75
T	4/5-4/26	11A-12P	J. Marley	\$75
T	5/3-5/31	11A-12P	J. Marley	\$75

We May Cancel It Because We Didn't Know You Planned to Take It!

Please register early! Great classes with super instructors are often canceled because too many people wait until the last minute to register.

Deerfield

AN EPISCOPAL RETIREMENT COMMUNITY

Do you have what it takes to be a part of a 5 Star CCRC?



DEERFIELD
1955 - 2015

Deerfield offers employees excellent benefits.

Visit us on the web:

www.DeerfieldWNC.org

to find out more about us and our current job openings.

The area's premiere retirement community.

1617 Hendersonville Road Asheville, NC 28803
(828) 274-1531 press 1 deerfieldwnc.org

Deerfield is an Equal Opportunity Employer.

Southwestern Community College holds classes at convenient times and locations each week to meet the needs of adults with busy lives.

High School Equivalence

- Oaks Hall, Room 103 M,T,W,Th 9A-12P
New students must attend an orientation on Mondays from 11A-1P.
- Oaks Hall, Room 103 M,W 6-9P
- Mountain Projects T,Th 4:30-7:30P

Swain Center (Bryson City)

- Room 101 T,Th 10A-12:30P
- Vocational Opportunities Of Cherokee (VOC)
- Rooms 1 & 2 M,T 9A-12P
- Rooms 1 & 2 T,Th 5-8P

Peggy Crosby Community Center (Highlands)

- Peggy Crosby Center T,W 5:30-8P
- Macon (Franklin)
- Macon Annex, Room 101 M,T,W,Th 8A-12P
- Macon Campus, Room 203 M,Th 5-8P

Employability

With today's new and rapidly changing technology and competitive job market, it is important to make yourself stand out. Attending an Employability Lab will help you determine the qualities that make you most marketable to prospective employers. Get that interview and win that job.

The course is structured on an open-entry, open-exit basis to meet the customized needs of the participants, is self-paced and provides lecture as well as individual attention. During the lab, participants assess and identify job interests, learn advanced job-search techniques, learn to make their resumes stand out, develop interviewing skills, discover the importance of social media and networking, earn their Career Readiness Certificate and much more.

The course is free to the unemployed. Walk-ins are welcome. Come by at any time during lab hours to register. For more information, contact Rita Gregory at 828.306.7020 or ritag@southwesterncc.edu.

Jackson Campus (Sylva)

Oaks Hall, Room 104 T,W,Th 9A - 2P

Swain Center (Bryson City)

M,W 8:30A-12:30P

NC Works (Sylva)

W 9A - 12P

Macon Annex (Franklin)

Room 104 T,Th 9A-12P

English as a Second Language (ESL)

ESL classes are designed to help adults with a limited knowledge of English learn to speak, read and write English. Speaking English properly will greatly enhance career and college placement. Classes are small, individual instruction is provided and students work at their own pace.

Clases de ingles (ESL)

Las clases de ingles están diseñados para ayudar la gente mejorar leer, escribir y hablar ingles. Hablando ingles correcto le ayudará ganar más dinero en su trabajo. Las clases de ingles están enseñados con instrucción individual y los estudiantes estudian al nivel adecuado. Si tiene preguntas, llame 828.339.4262 se habla español.

Jackson Campus (Sylva)

- Oaks Hall, Room 105 M,T,W 8:30-11:30A
- Oaks Hall, Room 105 T,Th 6-9P

Peggy Crosby Community Center (Highlands)

- Peggy Crosby Center T,W 5:30-8P

Macon (Franklin)

- Macon Annex, Room 104 M,W 8A-1P
- Macon Campus, Room 230 M,W 6-9P
- Macon Campus, Room 230 Th 6:30-8:30P
(citizenship only)
- Macon Campus, Room 108 F 8:30A-11:30A



Job Opportunities

Ingles offers a diverse range of career opportunities in thriving environments.

We are an innovative, successful company, thanks to the professionalism, diversity, and responsiveness of our associates.

Ingles is an equal opportunity employer and does not discriminate against otherwise qualified applicants on the basis of race, color, creed, religion, ancestry, age, sex, national origin, disability or handicap, or veteran status.

Now Hiring!

Join our team and grow a career you'll love! Visit inglescareers.com today!

Southwestern Community College is a Pearson Vue-Authorized Test Center. We offer free classes in Jackson, Macon, and Swain counties to prepare you for the test.

Sign up to test by going to www.GED.com. Just a few easy-to-follow steps will take you from making a GED® email account, selecting Southwestern Community College as your test center, selecting the date and time you want to test, paying online and then you are ready to test!

Call Devonne Jimison at 828.339.4486 for information on our classes or testing.



GENERAL INFORMATION

CONTACT INFORMATION

Toll Free Number: 1.800.447.4091

General Information: 339.4426

Defensive Driving: 339.4426

Emergency Medical Services: 306.7044 or 306.7053

English as a Second Language: 339.4262

Fire and Rescue: 306.7045

GED Testing: 339.4486

GED, Adult High School, and

Special Pathways Programs: 339.4272

Heritage Arts: 366.2005

Human Resources Development: 306.7020

Law Enforcement: 306.7043 or 306.7046

Motorcycle Rider: 306.7041 or 306.7040

Nursing Assistant: 339.4305 or 339.4331

Occupational Training: 339.4426

Personal Enrichment: 339.4426

Professional Licensure: 339.4426

Small Business Center: 339.4211 or 339.4426

Transcripts: 339.4426 or 339.4206

- A 100-percent refund shall be made if the student officially withdraws from a contact hour class prior to the first day of class of the academic semester or term or if the college cancels the class. A 75-percent refund shall be made if the student officially withdraws from a contact hour class on or before the tenth calendar day of the class.
- **Self-supporting classes are not eligible for refunds.**

DISCLAIMER

The classes presented in this publication should not be considered a contract between SCC and any student. Changes or errors may occur for various reasons. A minimum number of students may be required before a class can be conducted. Pre-registered students will be contacted if changes or class cancellation is necessary.

Please visit www.southwesterncc.edu/workforce-innovations/class-schedule for the most current class schedule.

REGISTRATION FEES

Registration fees are due at the time of registration. Students are not enrolled until all registration fees are paid. Registration fees, supplies fees, technology fees, insurance fees, and book fees, if required, are listed with each course listing.

ELIGIBILITY

Admission is open to adults who are at least 18 years old and who are not enrolled in public school. 16 to 18-year-olds may enroll in some courses, when space is available and pending proper permission. Students under 18 years of age may enroll in summer classes specifically for the younger student. Only individuals who have registered and paid may attend class.

CONTINUING EDUCATION CREDIT

For occupational extension classes, Continuing Education Units (CEUs) are allowed. One CEU may be given for each 10 contact hours of participation in class.

REFUND POLICY

Registration fee refunds are granted only under the following circumstances:

- A student who officially withdraws from an extension class(es) prior to the first class meeting shall be eligible for a 100 percent refund. Also, a student is eligible for a 100-percent refund if an applicable class fails to "make" due to insufficient enrollment.
- After the respective class begins a 75-percent refund shall be made upon the request of the student if the student officially withdraws from the class prior to or on the 10-percent point of the scheduled hours of the class. Note: This rule is applicable regardless of the number of times the class meets or the number of hours the class is scheduled to meet.

An Equal Opportunity Institution. Printed Nov. 2015.
50,000 copies of this publication were printed at a cost of 18¢ each.
SCC sells ads in its class schedules to help offset printing costs.
For advertising information, please contact us at 828.339.4000.



**We want you to
TEACH
a class**

Part-time positions are available and are posted on our website. Call 339.4426 and give us ideas on what classes you would like to teach.



NEW!

**Online registration for
Workforce Innovations**
www.southwesterncc.edu/ie

Southwestern Community College is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award associate degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404.679.4500 for questions about the accreditation of Southwestern Community College.

Residential Customer

