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## CONTINUING EDUCATION AND WORKFORCE DEVELOPMENT

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### CENTER FOR CONTINUING EDUCATION & WORKFORCE DEVELOPMENT

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The mission of the Allegany College of Maryland Center for Continuing Education & Workforce Development cultivates lifelong learners by providing superior, flexible and relevant workforce education, professional development training and personal enrichment opportunities to enhance economic advancement and quality of life for our students, partners, and communities.

At ACM we believe in lifelong learning. Lifelong learning does not have an expiration date; it continues as interests and professional opportunities change throughout life. To help succeed in both personal and work lives, the Continuing Education Department offers a wide array of classes in business, health and human services, wellness, professional development, workforce training and personal enrichment.

Last year 11,736 registrations were received in 1,166 courses. With opportunities offered at both campus locations – Cumberland, Maryland and Bedford County, Pennsylvania – the Continuing Education Department gives countless options through customized contract trainings, open enrollment courses, professional conferences, certification and licensure courses, and job entry and advancement trainings.

Continuing Education and Workforce Development offers an array of classes in the following areas:

### ADULT EDUCATION AND LITERACY SERVICES

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The Gateway Center offers an Adult Basic Education Program, which is grant-funded through the Maryland Department of Labor and the U.S. Department of Education. The program provides educational services to Maryland residents who want to earn the credential of a Maryland high school diploma by taking the GED test or by completing the National External Diploma Program (NEDP). Educational services are also provided for work readiness, foundational employability skills and to support academic endeavors. Services also include English as a Second Language (ESL) courses for non-native English language learners and those seeking to improve literacy skills. Students must be 18 years of age or older and officially withdrawn from public school.

### HEALTH AND HUMAN SERVICES

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The Continuing Education Health and Human Services division offers a wide range of professional development opportunities, covering essential and mandated topics to help area providers maintain their competencies and certifications in the fields such as Dental, Social Work, Healthcare, OTA, and PTA. The Early Childhood Education program fosters professional growth through the Maryland Childcare Credentialing Program, including the Childhood Development Associate (CDA) certification. CE Health Technician programs provide pre-licensure training for careers such as CNA/GNA, Pharmacy Technician, Medical Aide, and Veterinary Assistant. As the home to ACM's American Heart Association Training Center, CE Health offers CPR and First Aid certifications and renewals year-round for laypersons and healthcare professionals. Additionally, customized contract training is available and encouraged to meet the specific needs of employers or specialized occupations.

### PERSONAL ENRICHMENT

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Continuing Education provides a wide variety of personal enrichment courses for youth, senior citizens and the general public. Explore fun and exciting healthy living activities, beginning and practicing crafter's courses, travel, foreign and sign languages, history, as well as a variety of recreational pastimes and "how to" courses. Students can also develop their culinary skills by participating in single evening classes taught by a professional local chef or culinary expert. The area partners with the Allegany Center of Lifelong Learning (ALLCOLL) to bring diversified adult education opportunities to ALLCOLL members. Members enjoy access to 25 or more events held at ACM as well as roundtable discussions and happy hours.

### RESILIENCE INSTITUTE

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Allegany College of Maryland has partnered with The Center for Mind-Body Medicine (CMBM) to provide their highly acclaimed model of self-care and group support to our students and employees, through Continuing Education, to individuals and organizations across our community. All of these training opportunities and more, including grant programs for Allegany County Public School students and our new Wellness Retreats, are available through ACM Resilience Institute (formerly the ACM Mind-Body Connection). The Resilience Institute will also provide consulting services and training to educational institutions and organizations seeking tools to support the resilience of their own constituencies.

### WESTERN MARYLAND WORKS

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Western Maryland Works (WMW) at Allegany College of Maryland is leading the charge in a new era of advanced manufacturing and workforce development for the region. With its cutting-edge training in robotics, precision machining, welding, and more, WMW bridges the gap between education and industry application, partnering with the public and private sectors. Our 33,000 sq. ft. facility serves as an epicenter for research, hands-on learning, and entrepreneurship, fostering the future of manufacturing excellence in the region.

### WORKFORCE DEVELOPMENT

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Workforce Development provides open enrollment and customized training for local employers and individuals looking to enter the workforce or upskill for a wide range of occupations including; Advanced Manufacturing, CDL-B operator, Construction, Cosmetology, Finance, Industrial Maintenance, Insurance, Leadership, Management, Nail Technician, Real Estate Sales, and Security Guard training. Additionally, partnership agreements include trainings for Maryland state and federal correctional facilities, the Maryland Center for School Safety, law enforcement agencies, building and trades unions, court mandated training, and the Community Based Transition Program in partnership with ACPS.

## **WORKFORCE DEVELOPMENT AND TRAINING FOR PENNSYLVANIA**

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Allegany College of Maryland's Pennsylvania Center for Workforce Development and Continuing Education provides employee training programs for local and regional companies through customized training options, open enrollment non-credit classes and a variety of online training options. Participants range from new entry level employees to experienced workers in middle and upper-level management positions. The center works closely with each customer to guarantee quality and to provide a variety of value-added services in the design and delivery of each training program. Short-term and long-term trainings can be custom designed to meet the specific and often changing needs of both large and small businesses. We also offer many online training choices to assist both businesses and individuals to easily access both personal and vocational training options through [www.ed2go.com/acmpa](http://www.ed2go.com/acmpa) and [www.alleganytech-gbc.com](http://www.alleganytech-gbc.com). This customer oriented and community friendly approach allows us to provide and deliver effective, efficient, and affordable training options to the businesses and residents located in the Pennsylvania six county Southern Alleghenies Planning and Development Commission region.