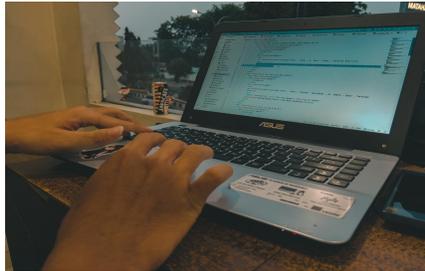




FREE Online Training, Computer Skills Training, Job Searching, Career Counseling, and MORE!



Together, the Long Beach Adult Learning Center is working with The City of Long Beach, The Town of Hempstead Department of Occupational Resources and HempsteadWorks, to enroll our local residents in free online training programs and career services offered by The HempsteadWorks Career Center.

The HempsteadWorks Career Center is offering free online and in-person training to prepare eligible residents of the Town of Hempstead and the City of Long Beach for demand occupations and careers with growth potential. **Training is provided online by local colleges, public and private schools. Courses provide skills and certifications for a variety of fields.**

FREE OCCUPATIONAL SKILLS TRAINING:

Health Care and Social Assistance: Medical Billing; Medical Assistant; Medical Office Administration; Dental Assistant; EKG Phlebotomy Technician; Patient Care Technician; Medical Coding

Information Technology: Computer Technician; Healthcare IT

Clerical: Bookkeeping Certificate Program

Professional and Business Services: Project Management Certificate

Miscellaneous: Esthetics; Real Estate; Nail Specialty; Waxing

**For more information, call the
Long Beach Adult Learning Center
516-544-2949 or email
Kerry Ann Fyne at: kfyne@lbeach.org**

Priority consideration for enrollment is given to veterans, public assistance recipients, low income individuals and individuals who lack basic skills. The Workforce Innovation and Opportunity Act financially assisted program is an equal opportunity employer / program. Auxiliary aids and services are available upon request to individuals with disabilities.

The Long Beach Adult Learning Center, in partnership with HempsteadWorks at the Department of Occupational Resources (D.O.O.R.) is offering...

JOB READINESS WORKSHOPS & TRAINING COURSES !

AT NO COST TO YOU!

In-Person and Virtual

Microsoft Office

- Word
- Excel
- PowerPoint

Learn formatting, how to import images & other important functions

Resume Writing

- 1st job or 1st resume
- Change of occupation
- Lapses in employment
- Skill based
- Job posting keyword usage/placement

Workshops begin in April!

Must be registered by March 4th

Job Board Navigation

- Indeed
- O*Net Online
- USA Jobs
- Zip Recruiter
- Craigslist

Job Search Assistance

- Exclusive employment referrals, not open to the public
- Mock interviews
- Job board profiles

Training Courses Offered

(in growing industries)

- IT Training
- Medical Training
- Business & Professional Services

Qualifications:
Unemployed or underemployed ~ Must be a resident of Nassau County

~
Sign-up to be a D.O.O.R. participant

Additional Training Courses Offered

(in growing industries)

- Construction
- Manufacturing
- Trucking/Transportation

For additional information, please call or email: Kerry Fyne at kfyne@lbeach.org or call: 516-544-2949

Class Schedules

Day Classes

Monday-Friday

9:00 a.m. - 1:00 p.m.

Evening Classes

Monday through Thursday

6:00 p.m. - 9:00 p.m.

Registration and Testing Fee:

\$45.00

Cash or Money Order



Long Beach Adult Learning Center
500 Centre Street
Long Beach, NY 11561

Long Beach Adult Learning Center



500 Centre Street
Long Beach, NY 11561
516-544-2945

Gina Reddock
Program Manager

Course Offerings

GUIDANCE AND COUNSELING SERVICES

The center offers comprehensive guidance and counseling services designed to provide individuals with educational, vocational and personal counseling.

LITERACY ZONE SERVICES

The Literacy Zone funds The ALC Family Welcome Center. The Family Welcome Center provides case management services to eligible Long Beach residents to assist them in finding pathways out of poverty. Services include referrals for: employment services, literacy programs, vocational training, healthcare services, immigration services, and more.



ONE-STOP CENTER & CAREER RESOURCE ROOM

The Long Beach Adult Learning Center in collaboration with the Department of Occupational Resources (DOOR) and HempsteadWorks created a One-Stop Career Center to help eligible individuals register for DOOR, register for JobZone, search for jobs, access training, develop their careers and have access to workshops including: Resume Writing, Interviewing Skills, Networking, Computer Skills, MS Word, Excel, etc.

NATIONAL EXTERNAL DIPLOMA PROGRAM (NEDP)

Earn a Long Beach High School Diploma through this program which has opened new doors for so many. This nationally acclaimed program for students 18 years of age and older, offers flexible scheduling, commands mastery of skills and is conducted through one to one appointments. An advisor is available both daytime and evenings. You may enroll anytime throughout the year.



Earn your DIPLOMA at the The Adult Learning Center

GENERAL EDUCATIONAL DEVELOPMENT GED® PROGRAM

New York State selected the General Educational Development Test (GED® Test) to replace the Test Assessing Secondary Completion (TASC™ Test) as the primary pathway to a New York State High School Equivalency (HSE) Diploma, effective January 2022.

The GED has four subject tests in the GED Test battery: Reasoning Through Language Arts (RLA); Social Studies; Science; and Mathematical Reasoning.

READING AND MATH

This curriculum is developed to fit the needs of the individual student, emphasizing reading, writing, math, problem solving and workplace skills.

ENGLISH FOR SPEAKERS OF OTHER LANGUAGES

Conversation, reading and writing skills are developed for foreign born adults from around the world.

CITIZENSHIP PREPARATION CLASSES

- Learn how to fill out the N-400 form
- Prepare for the Citizenship Interview
- Review the 100 Questions
- Study American History



INTEGRATED ENGLISH LITERACY & CIVICS EDUCATION (IELCE)

IELCE is a welcome addition to current services available to assist English language learners in achieving their employment or post-secondary education goals with integrated education and training activities. Students can receive English instruction with training and certification as a Food Handler, Food Manager, Personal Care Aide (PCA) or Home Health Aide (HHA).