COMMUNITY PROGRAMMING
ENTREPRENEURSHIP | PRE-COLLEGE
PROFESSIONAL DEVELOPMENT | SERVICES FOR EMPLOYERS

SPRING 2022 SCHEDULE
schuylkill.psu.edu/communityengagement
**Pre-College**

**SAT® PREP COURSE**
Mon., March 7, through Thurs., March 10, 5:00 to 6:30 p.m.
Registration deadline: Feb. 18
The SAT® Prep course has helped participants increase SAT scores by as many as 140 points. This course is ideal for high school students looking to excel at their SAT® to gain acceptance to their dream school and qualify for scholarships. Instructed by Louis Blair, online SAT coach. Cost: $169 (includes the course textbook)
Register: schuylkill.psu.edu/satprep

**DUAL ENROLLMENT**
Thoughtful, motivated high school students can start their college experience early through Dual Enrollment programs. Participants will be enrolled officially as Penn State students and earn college credit. They'll also enjoy a 50 percent tuition reduction on all Dual Enrollment credits, which can help students graduate from college earlier and pay less tuition overall.
Learn more: schuylkill.psu.edu/dualenrollment

**FACULTY SPEAKERS BUREAU**
Our world-class faculty members are available to supplement high school curriculum through guest speaking engagements that examine subject matter areas such as career development, humanities, health and social sciences, STEM, and more.
Learn more: schuylkill.psu.edu/speakersbureau

**Entrepreneurship**

**BUSINESS BOOT CAMP**
Wednesdays, March 9 through April 13, 6:00 to 8:00 p.m.
Registration deadline: March 4
Business Boot Camp is a rigorous six-week program that equips small business owners with the tools they need to navigate business law, marketing, financial management, and more. This course is a $100 investment, and participants who choose to pitch their business idea in the Business Plan Competition will have their application fee waived.
Register: schuylkill.psu.edu/bootcamp

**BUSINESS PLAN COMPETITION**
Thurs., May 19, 6:00 p.m.
Application deadline: May 2
The sixth annual Business Plan Competition allows small business owners and entrepreneurs to pitch their plans to establish or expand their small business for up to $5,000 in funding. This year’s competition will take place in person in Penn State Schuylkill’s John E. Morgan Auditorium. The application fee is $100, and is waived for Business Boot Camp participants.

Find the following resources at schuylkill.psu.edu/LionLaunch

- **Resource Navigator**: A searchable inventory of entrepreneurship and innovation ecosystem resources across Pennsylvania.
- **Penn State Law Entrepreneur Assistance Clinic**: Allows entrepreneurs, startups, and nonprofit organizations to seek representation in a setting similar to a small law firm.
- **Penn State Law Intellectual Property Clinic**: Penn State Law students advise entrepreneurs in intellectual property law.
- **Penn State Dickinson Law’s “Inside Entrepreneurship Law” Blog**: Designed to aid entrepreneurs and their counsel by providing information on relevant topics.
- **Penn State Libraries Business Research Services**: Information on competition, consumer demographics, trends, attitudes and behavior data, and more.

**SUMMER 2022 OFFERINGS**
This summer, our pre-college programming will include Career Exploration Academies, where high school students can explore careers in various disciplines such as health care, criminal justice, cybersecurity, information technology, and more, while gaining insight from industry professionals. Learn more: schuylkill.psu.edu/pre-college

Note: All programs are delivered via Zoom videoconferencing technology unless otherwise noted.
Continuing Education and Professional Development

SHRM LEARNING SYSTEM COURSE
Feb. 24 through April 16, Thursdays from 7:00 to 9:00 p.m.; Saturdays from 8:30 a.m. to 1:00 p.m.
Registration deadline: Feb. 11
Earning your SHRM-Certified Professional (SHRM-CP™) or SHRM-Senior Certified Professional (SHRM-SCP™) credential establishes you as a recognized HR expert. This course consists of 36 hours of classroom instruction, including a review prior to the new certification exam, and participants will receive SHRM Learning System materials and practice tests. Instructed by William Aquilino, assistant teaching professor of business at Penn State Scranton. Cost: $1,450 for SHRM members ($1,550 for non-members)
Register: schuylkill.psu.edu/SHRM

SHRM ESSENTIALS OF HUMAN RESOURCES
April 23 through May 5, Thursdays from 7:00 to 9:00 p.m.; Saturdays from 8:30 a.m. to 1:00 p.m.
Registration deadline: April 8
This course addresses six key human resource subjects in a user-friendly format and is ideal for those just starting out in the human resources profession, or those looking for an effective way to boost their employee management skills. Instructed by William Aquilino, assistant teaching professor of business at Penn State Scranton. Cost: $549
Register: schuylkill.psu.edu/SHRM

EXCEL BASICS, INTERMEDIATE, AND ADVANCED
Thursdays, April 7 through 28, 1:00 to 4:00 p.m.
Registration deadline: April 1
This course is designed to help you master Excel from the basics through advanced features, from creating spreadsheets to pivot tables and complex formulas. Instructed by Angela Brown, accounting lecturer and business program coordinator at Penn State Schuylkill. Cost: $299
Register: schuylkill.psu.edu/excel

CHANGE MANAGEMENT CERTIFICATION PROGRAM
Tues., March 8, through Thurs., March 10, 10:00 a.m. to 6:00 p.m.
This program, offered in partnership with Prosci, is an interactive experience where participants learn to drive successful change initiatives. Participants will apply Prosci’s holistic change management methodology to a current project and ultimately have the foundation of a Change Management Plan to address and enhance a specific project. This session of the program is offered exclusively to Penn State faculty, staff, and alumni. Instructed by Prosci expert. Cost: $3,500 ($1,000 savings from standard rate)
Register: schuylkill.psu.edu/changemanagement

GRANT WRITING FUNDAMENTALS I - THE BASICS
Tuesdays, March 8 through April 12, 5:00 to 6:00 p.m.
Registration deadline: March 4
Grant Writing Fundamentals I helps participants learn to identify and understand the grant writing process, the basic components of grant applications, and more. Instructed by Dr. Erin Portland, owner of Schuylkill Grantworks, LLC. Cost: $199
Register: schuylkill.psu.edu/grantfundamentals

SUPERVISION ESSENTIALS SERIES PART 1
Wednesdays, April 20 through June 8, from 9:00 a.m. to Noon
Registration deadline: April 11
Develop practical skills to lead today’s individuals and teams. Part 1 examines supervisory roles and responsibilities as well as managing employee performance. Participants do not need to enroll in Part 1 to participate in Part 2, which will be offered in fall 2022. Instructed by Jamie Barton, vice president of Jack Rich, Inc. Cost: $1,200
Register: schuylkill.psu.edu/supervisionessentials

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Register: schuylkill.psu.edu/changemanagement

PRACTICAL SPANISH FOR THE WORKPLACE PART 1
Tuesdays, March 1 through May 10, 5:00 to 7:00 p.m.
Registration deadline: February 18
If language barriers are affecting productivity in your workplace, Practical Spanish for the Workplace will help you better communicate with your clients, patients, and co-workers. Instructed by Jennifer Gipe, Spanish and French instructor for Blue Mountain School District. Cost: $249
Register: schuylkill.psu.edu/practicalspanish

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SPECIAL DISCOUNTS

Employees of member institutions of Consortium of Penn State Schuylkill Co-Op Employers and the Schuylkill Chamber of Commerce receive special discounts. For more info, contact Shannon Del Conte, director of community engagement, at smw29@psu.edu or 570-385-6112.
Customized Training Programs for Employers

**IMPROVE YOUR TEAM’S PROFESSIONAL DEVELOPMENT SKILLS ONLINE OR ON SITE**

Our team can partner with your company to offer programs to meet your workforce development needs. Classes can be conducted on-site or at Penn State Schuylkill, and instructional styles are geared to the needs of working adults.

**CUSTOMIZED TRAINING**

Our dedicated faculty and staff will partner with your company to assess your immediate and long-term needs, then design and deliver training solutions to satisfy them. Our mission is to understand your needs, and to develop your employees to achieve your goals and objectives.

A sampling of businesses and industries we serve includes manufacturing, healthcare, government, logistics and transportation, energy, warehousing and distribution, business and financial services, food processing, information technology, retail, non-profit organizations, and more.

Our systematic process includes:

- Listening to your organization’s goals and plans
- Identifying performance gaps and assessing needs
- Working collaboratively to develop action and learning objectives
- Providing support and follow-up
- Evaluating results
- Designing and delivering customized education and training programs

**COMPUTER TRAINING**

Penn State Schuylkill is recognized for high quality computer applications training. From introductory courses to high-level applications training and web-based instruction, Penn State provides hands-on computer training on-site at company locations or in our state-of-the-art computer lab. If your organization has a number of employees with similar computer training needs, a packaged or customized training program can be developed. One-on-one computer training is also available.

**MANAGEMENT TRAINING**

Penn State Schuylkill provides clients with customized training to enhance individual, group and organizational effectiveness. Programs and services include:

- Leadership Development
- Interpersonal/Communication Skills
- Human Resource and Basic Management Skills
- Process and Quality Leadership
- Project Management
- Sales, Marketing, & Customer Service
- Team Building & Facilitation
- Assessments & Customized Services

**WORKPLACE ENVIRONMENT AND SAFETY PROGRAMS**

Penn State’s Workplace Environment and Safety Programs provide environmental compliance training, OSHA compliance and workplace safety training, safety hazard assessments, and ergonomic evaluations for organizations and industries of all types and sizes. Our programs are designed to educate managers, supervisors, and employees on a wide range of environmental, health, and safety issues of concern to all employers. Participants gain knowledge and skills to create safer and healthier workplaces.

**Funding Opportunities**

A variety of sources exist to provide financial underwriting for training activities that enhance the skills of individuals employed in organizations located in Pennsylvania.

Penn State Schuylkill’s Community Engagement staff work with employers to facilitate the administration of this funding between your organization and the funding provider. Funding may also be available for basic and entry level skills for new employees, and for employees that require more advanced skill upgrades.

Learn more about Services for Companies:

schuylkill.psu.edu/companyservices

This publication is available in alternative media on request. Penn State encourages qualified persons with disabilities to participate in its programs and activities. If you anticipate needing any type of accommodation or have questions about the physical access provided, please contact Cynthia Drazenovich at 570-385-6094 in advance of your participation or visit. Penn State is an equal opportunity, affirmative action employer, and is committed to providing employment opportunities to all qualified applicants without regard to race, color, religion, age, sex, sexual orientation, gender identity, national origin, disability or protected veteran status. U.Ed. SLO 22-45