

H-CAP Education Association



Staff Development Catalog

H-CAP Education Association

H-CAP Education Association is a non-profit network organizations of industry-driven, labor-management training and upgrading partnerships. These partnerships are affiliated with major healthcare employers in regions around the country and with the Service Employees International Union (SEIU) and its local unions. We share best practices that support education, skills enhancement and career mobility for incumbent workers and independent homecare providers.

Staff Development Committee

H-CAP Education Association's Staff Development Committee focuses on skill development opportunities for the leadership and staff of labor-management training funds/education centers.

Virtual Professional Development Opportunities for Staff in Affiliated Funds

H-CAP Education Association has developed professional development opportunities for staff in affiliated funds. Each opportunity will allow staff to explore a topic in detail with specific learning objectives. There will be two types of opportunities offered: webinars and peer clinics. During webinars, a presenter will present on the topic and cover the learning objectives, and will follow with a facilitated question and answer session. Peer clinics will consist of a facilitated discussion geared towards covering the learning objectives, but will not include a formal presentation.

How to Register

To register for a webinar(s) or peer clinic(s) please email Sefrina Boodram at sefrina.boodram@1199funds.org with the following information:

Name:

Organization:

Title:

Contact Information: (include email address)

Peer Clinic/Webinar:

Date of Peer Clinic/Webinar:

We strongly encourage you to register at least 3 days before the webinar/peer clinic date. For questions email Danielle Copeland, Assistant Director of H-CAP, at danielle.copeland@1199funds.org or call 410-924-5759.

Impact of the Affordable Care Act: Webinar

This webinar will cover key issues around healthcare reform including universal access, healthcare exchanges, and who will be the providers of primary care under this legislation.

Learning Objectives: Upon completion of this webinar, participants will be able to:

- Discuss at least two ways in which healthcare reform may impact employers
- Discuss at least two ways in which healthcare reform may impact union members
- Identify opportunities for growth or training for members

Presenter/Facilitator: Diane Factor, Executive Director-Worker Education and Resource Center

Date: Friday, July 18, 2014

Time: 1:00pm-2:30pm ET

Target Audience: All staff from Affiliated Funds

Online Learning Tools: Peer Clinic

This peer clinic will provide a forum for funds to exchange which online learning tools they are using and techniques for using these tools (i.e.-stand alones, combined with classroom instruction)

Learning Objectives: Upon completion of this peer clinic, participants will be able to:

- Demonstrate familiarity with two common on-line tools.
- Discuss success and obstacles with on-line learning models
- Identify issues around tools

Presenter/Facilitator: Tracy Woodman, Executive Director-SEIU Healthcare 1199NW Multi-Employer Training and Education Fund and Lisa Williams, Executive Director-SEIU Healthcare PA Training and Education Fund

Date: Friday, August 15, 2014

Time: 1:00pm-2:00pm ET

Target Audience: Program Managers

Overcoming Math Challenges: Peer Clinic

This peer clinic will discuss techniques that instructors have used to support the students overcoming math challenges.

Learning Objectives: Upon completion of this peer clinic, participants will be able to:

- Identify successful teaching strategies to overcome math challenges in the classroom

Presenter/Facilitator: Michael Chachere, Instructor –Worker Education and Resource Center and Dave Brown, Instructor– 1199 SEIU Training and Upgrading Fund Upstate NY

Date: Friday, September 19, 2014

Time: 1:00pm-2:00pm ET

Target Audience: Teachers, Case Managers and supervisors

Labor-Management Partnerships: Webinar

This webinar will cover the basics of a Labor-Management Partnership. Topics include: history of Labor-Management organizations, the different structures of training funds, roles and responsibilities of Labor-Management Committees, the legal requirements around Taft-Hartley trusts, and balancing union and employer needs.

Learning Objectives: Upon completion of this webinar, participants will be able to:

- Articulate clearly the history, mission and goals of labor-management partnerships
- Describe these organizations were created
- Describe how the organizations are funded and operated

Presenter/Facilitator: Susan Wasstrom, Director of Multi-Regional Funds-1199 SEIU Training and Upgrading Fund-FL

Date: Friday, October 17, 2014

Time: 1:00pm-2:30pm ET

Target Audience: All staff

Using Assessment Tools for Career Development: Webinar

This webinar will cover both career assessment tools (MBTI, SDS, SkillScan, and others) and academic readiness assessments (TABE, CASAS, and others). It will also explore the common issues around testing.

Learning Objectives: Upon completion of this webinar, participants will be able to:

- Demonstrate familiarity with common assessment tools.
- Discuss uses for different tools for different populations.
- Identify issues around assessment tools, and strategies for overcoming them.

Presenter/Facilitator: Sandi Vito, Director-1199SEIU/League Training and Upgrading Fund

Date: Friday, November 21, 2014

Time: 1:00pm-2:30pm ET

Target Audience: Admissions personnel

Fundamentals of Labor- Management Training Programs: Webinar

This webinar will cover who oversees training, the importance of student confidentiality, hallmarks of successful training programs, and the basics of curriculum design.

Learning Objectives: Upon completion of this webinar, participants will be able to:

- Discuss common issues around Labor-Management training programs
- List established roles and responsibilities of fund staff
- List successful curriculum design elements

Presenter/Facilitator: Danielle Copeland, Assistant Director-H-CAP and Steve Bender, Executive Director-1199NE Training and Upgrading Fund

Date: Friday, December 19, 2014

Time: 1:00pm-2:30pm ET

Target Audience: All staff in Affiliated Funds

Helping Participants with Learning Difficulties: Peer Clinic

This peer clinic will cover the common symptoms of learning difficulties; strategies to help students with learning challenges succeed and techniques for making classes & workshops accessible to students with special needs.

Learning Objectives: Upon completion of this peer clinic, participants will be able to:

- Demonstrate familiarity with issues around learning challenges.
- Identify two ways that classes & services can be made more accessible.

Presenter/Facilitator: Lewis Payton, Assistant Director-1199SEIU Training and Upgrading Fund-NYC

Date: Friday, January 16, 2015

Time: 1:00pm-2:00pm ET

Target Audience: Teachers and Case Managers

Workforce Development System: Webinar

This webinar will cover the workforce development system including Workforce Investment Boards, WIA, unemployment benefits, and community based services.

Learning Objectives: Upon completion of this webinar, participants will be able to:

- Demonstrate familiarity with key players in the workforce development system
- Demonstrate an understanding of services provided by the workforce development system

Presenter/Facilitator: Sandi Vito , Director-1199SEIU/ League Training and Upgrading Fund

Date: Friday, March 20, 2015

Time: 1:00pm-2:30pm ET

Target Audience: Fund Leadership and Program Staff

Structuring Services for Maximum Success: Peer Clinic

This peer clinic will explore the “hoops” that applicants must go through to enter programs, the applicant response to this process, and how the applicant process affects the end results of programs. It will be a forum for conversation between direct service providers & their managers about program delivery structures.

Learning Objectives: Upon completion of this peer clinic, participants will be able to:

- Develop common understanding of effective techniques for bringing new participants into programs.
- Identify data points that can be used to evaluate effectiveness of different strategies.

Presenter/Facilitator: Lucy Runkel , Director of Student Services-SEIU United Healthcare Workers West and Joint Employer Education Fund

Date: Friday, April 17, 2015

Time: 1:00pm-2:00pm ET

Target Audience: Admissions personnel and their managers

Coaching Towards Personal Responsibility: Webinar

This webinar will cover basic coaching techniques and how to use coaching techniques to help participants take responsibility for their own success.

Learning Objectives: Upon completion of this webinar, participants will be able to:

- Gain familiarity with the basics of coaching strategies.
- Discuss ways that coaching techniques can be used with participants in training programs.

Presenter/Facilitator: : Lewis Payton, Assistant Director-1199SEIU Training and Upgrading Fund-NYC

Date: Friday, May, 15, 2015

Time: 1:00pm-2:30pm ET

Target Audience: Program Staff and Counselors

We would love to hear your feedback on the webinars, peer clinics, and topics. Please email Danielle Copeland at danielle.copeland@1199funds.org with your feedback and suggestions for future topics.

Staff Development Committee Members:

Steve Bender, Executive Director of 1199 NE Training
and Upgrading Fund

Danielle Copeland, Assistant Director of Healthcare Career
Advancement Program

Lucy Runkel, Director of Student Services of SEIU United Healthcare
Workers West & Joint Employer Education Fund

Lisa Williams, Executive Director of SEIU Healthcare PA Training
and Education Fund