

WHERE TO FIND US

Skills Center classes are offered at the following locations. Class schedules (day or evening), vary from location to location. Contact a member of the Skills Center team for enrollment information at a location near you.

Benton/West City Ministerial Alliance
302 S Main Street
Benton, IL

Rend Lake College MarketPlace
Suite B
327 Potomac Blvd.
Mount Vernon, IL

Rend Lake College Main Campus
468 N Ken Gray Pkwy
Ina, IL 62846

Online classes also available

CONTACT US

Phone: 618-437-5321, Ext. 1241

Email: skillscenter@rlc.edu

Web: www.rlc.edu/skillscenter



A proud partner of the AmericanJobCenter network

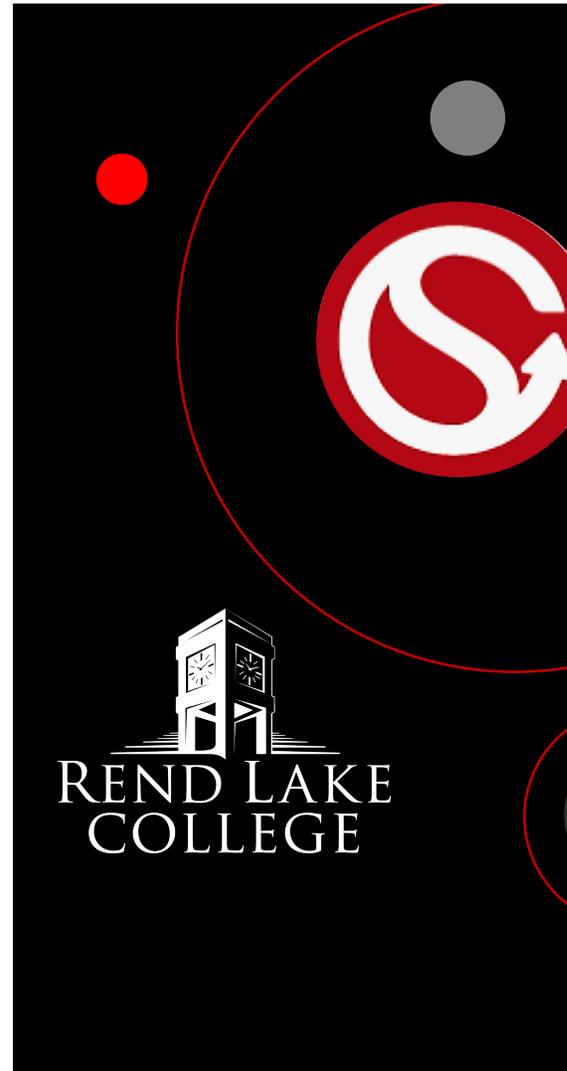


Rend Lake College does not discriminate based on race, religion, color, national origin, disability, age or gender orientation. Reasonable accommodations available upon request. Adult Basic Education is funded in part by the Illinois Community College Board Adult Education and Literacy. Federal funds in the amount of \$96,402 provide 38% of the support of this program. "GED® and the GED Testing Service® are registered trademarks of the American Council on Education® and may not be used or reproduced without the express written permission of the American Council on Education."



Skills Center

at Rend Lake College



ABOUT US — RLC SKILLS CENTER STAFF

WHAT WE OFFER

THE FEDERAL ADULT EDUCATION AND LITERACY ACT
TITLE II OF THE WORKFORCE INNOVATION AND OPPORTUNITY ACT ¹

Federal funds authorized under this act are available to programs for the following purposes:

- Assist adults in becoming literate
- Assist adults in obtaining knowledge and skills necessary for employment and self-sufficiency
- Assist adults in obtaining the educational skills necessary to become full partners in their children’s education
- Assist adult in completing their secondary school education

The eligible population are adults who:

- Have attained 16 years of age
- Are not enrolled or required to be enrolled in secondary school under state law
- Are basic skills deficient
- Do not have a secondary school diploma or its recognized equivalent of education or are English language learners



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“Adult Education can no longer be viewed as an end point or a final stage in the transition to work. Instead, Adult Education is the foundation of Illinois’ career pathways system.” –

**Jennifer K. Foster, Deputy Director of Adult Education and Workforce
Illinois Community College Board**

¹ <https://www.dol.gov/agencies/eta/wioa>

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Susan Clayton



Bryce Wiley



Linda Stasko



Linnie
Montgomery



Tim Reynolds



Ali Whittington



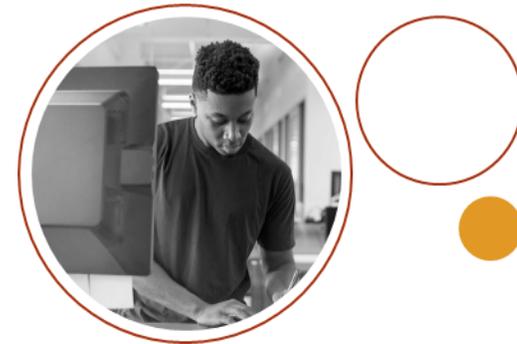
Our Skills Center can help you get more of what you want. Earn a GED® diploma with test prep courses. Enroll in our Bridge program to explore career pathways in healthcare, manufacturing or information technology, and to build job skills. ICAPS allows you to work toward your GED® while training in a college certificate program.

MORE SKILLS.

MORE OPPORTUNITIES.

MORE SUCCESS.

MORE FULFILLMENT.



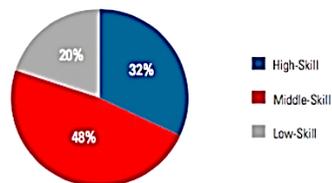
ACHIEVE MORE FASTER WITH

The demand for “middle-skills” jobs—those that require more education and training than a high school diploma but less than a four-year college degree— are in high demand. Examples include healthcare, manufacturing, and information technology workers.⁴

Demand for Middle-Skill Jobs Will Remain Strong

Between 2014-2024, 48 percent of job openings will be middle-skill.

Job Openings by Skill Level, United States, 2014-2024



Source: NSC analysis of long-term occupational projections from state labor/employment agency.

CERTIFICATES: THE FAST TRACK TO CAREERS

Certificates are non-degree awards for completing an educational program of study after high school. Typically, students finish these programs to prepare for a specific occupation. And they do so in a relatively short period of time: Most certificates take less than a year to complete, and almost all are designed to take less than 2 years. People usually earn certificates to help them prepare for a specific occupation; in other words, certificates are for people who want to train for a job rather than to earn a college degree.

⁴<https://careervision.org/opportunities-around-middle-skill-jobs/>

MORE ABOUT ICAPS

The Skills Center Bridge classes provide students with the opportunity to improve their intermediate skills in reading, writing, numeracy, technology skills, and oral communication while exploring careers in healthcare, manufacturing, or information technology.



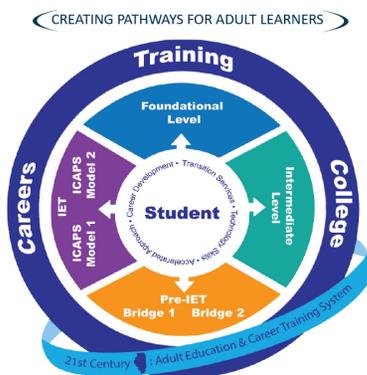
Instruction includes an introduction to Career Pathways,



development of career plans, career awareness, career exploration, job readiness skills, Illinois Essential Employability Skills, exploration of Illinois WorkNet, and introduction of career cluster knowledge.

Transition services provide students with the information and assistance they need successfully navigate moving from adult education coursework to credit, occupational programs or apprenticeships. Services may include (as needed and available) academic advising, study skills, coaching, and referrals to individual support services (e.g., transportation and childcare).

Through the Integrated Career and Academic System (ICAPS), students work to complete their GED and are co-enrolled in credit career and technical education (CTE) courses through an integrated instructional model. It supplemented by support courses and comprehensive student support services. It also includes team teaching with the CTE and Skills Center instructors. The model provides career pathway/employment opportunities for students while enabling transition into additional postsecondary certificate/degree programs or the workforce.



The Skills Center offers ICAPS in:

- Phlebotomy
- Welding Fundamentals
- Basic Machining
- IT Support Professional

PHLEBOTOMY / CERTIFICATE / 16 CREDIT HOURS

Students in the Phlebotomy program will learn techniques, procedures and issues pertaining to the proper collection of blood specimens for routine clinical laboratory testing. Clinical experiences will give students the chance to use what they have learned in direct care situations.

Employment of phlebotomists is projected to grow 17 percent from 2019 to 2029, much faster than the average for all occupations. Hospitals, diagnostic laboratories, blood donor centers, and other locations will need phlebotomists to perform bloodwork. The median annual wage for phlebotomists was \$35,510 in May 2019.

WELDING FUNDAMENTALS / CERTIFICATE / 12 CREDIT HOURS

Welding programs are designed to provide the student with a wide range of welding experiences. Programs will cover welding theory, blueprint reading, metallurgy and inspection and test procedures. There will be extensive laboratory practice in SMAW, GMAW, GTAW and oxy-acetylene welding processes. The student will learn to weld with electrodes and wires in all positions common to the welding industry. Program completers will have adequate skills to qualify for employment as a welder.

The nation's aging infrastructure will require the expertise of welders, cutters, solderers, and brazers to help rebuild bridges, highways, and buildings. The median annual wage for welders, cutters, solderers, and brazers was \$42,490 in May 2019.

⁵Rend Lake College Catalog

⁶<https://www.bls.gov/ooh/>

BASIC MACHINING / CERTIFICATE / 18 CREDIT HOURS

This certificate is for those students who are seeking to improve their skills for the machining industry. Students will learn the fundamentals of machining using lathes and milling machining. The fundamentals of setting up the machine, selecting the correct tool, adjusting tool speed, determining depth of cut, and the use of precision measuring tools will be covered.⁵

Employment of machinists is projected to grow 4 percent from 2019 to 2029, about as fast as the average for all occupations. With improvements in technologies, such as computer numerically controlled (CNC) machine tools, autoloaders, high-speed machining, and lights-out manufacturing, machinists will still be required to set up, monitor, and maintain these systems. The median annual wage for machinists was \$44,420 in May 2019.⁶

IT SUPPORT PROFESSIONAL / COURSE / 6 CREDIT HOURS

This course is an introduction to the fundamentals of IT support. Topics include troubleshooting, customer service, networking, operating systems, system administration, and security. The instructional content prepares students for industry-recognized credentials including Google IT Support professional and CompTIA A+.⁵

Employment of computer support specialists is projected to grow 8 percent from 2019 to 2029, much faster than the average for all occupations. More support services will be needed as organizations upgrade their computer equipment and software. Computer support staff will be needed to respond to the installation and repair requirements of increasingly complex computer equipment and software. The median annual wage for computer user support specialists was \$52,270 in May 2019.⁶

⁵Rend Lake College Catalog

⁶<https://www.bls.gov/ooh>

All students enrolling in a Skills Center class must take the Tests of Adult Basic Education (TABE) in reading and math. The TABE results give an indication of a student's grade level equivalency (GLE). The TABE also provides a detailed report about the skills each student needs to improve. Using this report instructors can develop a learning plan that will move students through classes as quickly as possible. Below are the classes currently offered by the Skills Center and the GLE required for enrollment.

HIGH SCHOOL EQUIVALENCY (GED)

Eligibility - No high school diploma/GED or Below 9th grade in reading or math. Students with a high school diploma can enroll to brush up on academic skills before enrolling in college or to advance in the workforce

TWO LEVELS: READING/LANGUAGE ARTS ONLY OR MATH ONLY

Eligibility - ABE Reading/Language Arts – reading between 4th and 9th grades

ASE Reading/Language Arts – reading between 9th and 12 grades

ABE Math – math between 6th and 9th grades

ASE Math – math between 9th and 12 grades

Students can enroll in these classes if they only need to study math or reading to pass a GED test or if they want to increase their skills in these subjects.

BRIDGE: HEALTHCARE/INFORMATION TECHNOLOGY/MANUFACTURING

Eligibility: Reading or math between 6th and 9th grades

ICAPS: PHLEBOTOMY/WELDING/MACHINING/IT

Eligibility: Reading or math between 9th and 12th grades

Simply go to our website at: www.rlc.edu/skillscenter.
Click "SIGN ME UP!" This will take you to the online intake form.
Complete the form and hit submit. Someone from the Skills Center
will contact you about upcoming orientation and start dates.

OR

Scan the QR Code below and complete the intake from your phone



It's just that simple!



YouthBuild of Jefferson County – Co-enrolls students with RLC Skills Center, provides hands on training in construction and hospitality, counseling and educational support.

ManTraCon: Adult, Dislocated Worker and Youth Services -

Helps job seekers and workers access employment, education, training, and support services to succeed in the labor market and match employers with the skilled workers.⁷ Qualifying students may be eligible to receive financial assistance with educational expenses, workplace learning opportunities, and job placement.

IDES Employment Services - Helps job seekers who are not job ready to access training, employability development services, and other supportive services needed to realize their employment goals.⁷

Vocational Rehabilitation Service - The primary focus is to assist individuals with significant disabilities in obtaining and retaining competitive integrated employment. Services are designed to prepare an individual for employment through an individualized planning process.⁷

Rend Lake College Foundation - The Foundation represents a partnership between public and private interests for the benefit of Rend Lake College students. The Foundation offers scholarships to help pay the cost of GED tests for qualifying students.

Childcare Resource and Referral - Help parents locate, choose and pay for quality child care by providing referrals to local child care providers, information on state licensing requirements, availability of child care subsidies, and other information.

Regional Office of Education – Through the GED Testing Service, the local ROE offices are a testing site and distributes official GED transcripts and certificates.

Comprehensive Connections (CC) - CC provides a safe place for withdrawal, assessment, education, counseling, linkage and referral to persons in Southern Illinois affected by substance abuse in order to attain physical and emotional stabilization, and to minimize the impact of substance abuse on their lives. RLC provides access to credit classes and basic skills classes integrated with intense career exploration and planning.

⁷SEDR 8 Regional Plan and LWA 25 Local Plan