



# 2018 Career Pathways Week

**Career Pathways Week** is January 22 - 26, 2018. Throughout the week, Career Pathway Facilitators will host workshops across North Carolina in each of the eight prosperity zones. **Just pick a session from the list below and we will see you there!** Online registration is required.

Workshops are tailored for frontline staff who serve career seekers, dislocated workers, high schools and community colleges. If you and your staff are involved in serving job seekers and students, there is a Career Pathways workshop near you.

Registration is free and now open at [www.ncworkforcetraining.com](http://www.ncworkforcetraining.com). Register as soon as possible. Workshops will fill up fast and there is limited seating available.

PROSPERITY ZONE:	DATE/LOCATION	DATE/LOCATION	DATE/LOCATION
Northeast	January 23: 3:00-4:00pm College of the Albemarle Elizabeth City	January 24: 10:00-11:00am Pitt Community College Greenville	N/A
Southeast	January 24: 9:00-11:00am Lenoir Community College Kinston	January 25: 9:00-11:00am Brunswick Community College Leland	N/A
North Central	January 22: 10:00am-12:00pm NCWorks Training Center Raleigh	January 22: 1:00-3:00pm NCWorks Training Center Raleigh	N/A
Sandhills-South Central	January 23: 9:00-11:00am Bladen Community College Dublin	January 23: 1:30-3:30pm Sandhills Community College Pinehurst	N/A
Piedmont Triad	January 23: 9:30-11:30am NCWorks Career Center Greensboro	January 25: 1:30-3:30pm Piedmont Triad Regional Council Kernersville	N/A
Northwest	January 24: 2:00-3:30pm Blue Ridge Electric Membership Corp. Boone	January 25: 2:00-3:30pm Catawba County NCWorks Career Ctr. Conover	N/A
Southwest	January 23: 9:00-11:00am NCWorks Career Center—Executive Center Drive Charlotte	January 24: 9:00-11:00am Cleveland Community College Shelby	January 25: 9:00-11:00am Centralina Workforce Development Board Charlotte
Western	January 23: 10:00-11:30am Southwestern Commission, Council of Governments; Sylva	January 25: 10:00-11:30am Land of Sky Regional Council Asheville	N/A

*Please refer to page 2 of this flyer for registration instructions and guidelines.*

### NEW STUDENT ACCOUNT

1. Go to [www.ncworkforcetraining.com](http://www.ncworkforcetraining.com).
2. Click on **New Users Click Here**.
3. Complete ALL profile information.
4. Enter Security Image Code, click **Submit**.
5. A confirmation email with your User ID and password will be sent upon approval.
6. See below to enroll in a course.

### RETURNING STUDENTS

1. Go to [www.ncworkforcetraining.com](http://www.ncworkforcetraining.com).
2. Enter your User ID and Password, click **Login**.
3. First time users will be prompted to set up a security question and answer.
4. Click **Enroll in Courses/Events**.
5. Select your course, click **Enroll**, request special needs if applicable, and click **Submit**.
6. You will receive an enrollment confirmation via email.

### REGISTRATION:

You must register online prior to a workshop, training class, or other special event. Confirmation of registration, with details, dates, times and location will be emailed one week prior to the session.

**NCWorks Training Center course offerings are open to all in the NC workforce system unless specified as a closed training for a targeted group.**

**PAYMENT:** Submit payment prior to the start of class by check or money order, payable to the NC Department of Commerce / Workforce. Name(s) of participants must be included on the check.

**TRAINING SESSION CANCELLATION:** We reserve the right to cancel or postpone sessions based on insufficient registrations or other unforeseen circumstances. You can transfer to an alternate session or registration fees will be refunded. Please allow six weeks for refunds to be processed.

**CANCELLATIONS AND SUBSTITUTIONS:** To cancel a registration or make a substitution, email [ncwtc@nccommerce.com](mailto:ncwtc@nccommerce.com). Submit cancellations and substitutions in writing at least 48 hours prior to the session (unless otherwise specified) to avoid paying the full registration fee.

**SPECIAL NEEDS:** Please include special needs requests when you register online. We can only guarantee provisions for special needs when notified at least two weeks in advance of training.

**LODGING:** A list of convenient hotels is available at [www.ncworkforcetraining.com/Lodging.aspx](http://www.ncworkforcetraining.com/Lodging.aspx).

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**NC Works**  
training center



Do you have questions or need help with registration? Call the Training Center at 919-814-0399 or email [ncwtc@nccommerce.com](mailto:ncwtc@nccommerce.com).

**Equal Opportunity Employer Program.**  
Auxiliary aids and services available upon request to individuals with disabilities.