



# 2019 Career Pathways Week

**Career Pathways Week** is January 28 - February 1, 2019. Throughout the week, Career Pathway Facilitators will host workshops across North Carolina in each of the eight prosperity zones. **Please 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 special populations, including vocational rehabilitation services, 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
Northeast	<b>January 29: 10:00 AM - 12:00 PM</b> Martin Community College Williamston, NC
Southeast	<b>January 30: 11:00 AM - 1:00 PM</b> Craven Community College New Bern, NC
North Central	<b>January 29: 1:00 PM - 3:00 PM</b> Wake Technical Community College—Southern Wake Campus Raleigh, NC
Sandhills - South Central	<b>January 31: 11:00 AM - 1:00 PM</b> Cumberland County Public Health Department Fayetteville, NC
Piedmont - Triad	<b>January 29: 10:00 AM - 12:00 PM</b> Alamance Community College Graham, NC
Northwest	<b>January 29: 1:30 PM - 3:00 PM</b> J. E. Broyhill Civic Center Lenoir, NC
Southwest	<b>January 30: 11:30 AM - 1:00 PM</b> Centralina Workforce Development Board Charlotte, NC
Western	<b>January 29: 10:00 AM - 12:00 PM</b> Land of Sky Regional Council of Governments Asheville, NC

*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.