



WORKFORCE DEVELOPMENT BOARD OF VENTURA COUNTY

MANUFACTURING COMMITTEE MEETING

Thursday, February 15, 2018
8:00 a.m. - 9:30 a.m.

United Food and Commercial Workers Union (UFCW) – Suite A
816 Camarillo Springs Rd., Camarillo, CA

8:00 a.m.	1.0 Call to Order and Agenda Review	Alex Rivera
8:02 a.m.	2.0 Public Comments <i>Procedure: The public is welcome to comment. All comments not related to items on the agenda may be made at the beginning of the meeting only.</i>	Alex Rivera
8:05 a.m.	3.0 Approval of Minutes: <ul style="list-style-type: none">• August 17, 2017• October 19, 2017	Alex Rivera
8:10 a.m.	4.0 Workforce Development Reports <ul style="list-style-type: none">• Ventura County Office of Education: <i>Career Education</i>• Ventura County Community College District: <i>Workforce Services</i>• California Community Colleges: <i>Workforce Training - Manufacturing</i>• Special Report: <i>Moorpark College Makerspace Internship Program</i>	Dr. Tiffany Morse Dr. Alexandria Wright Michael Bastine Dr. Shannon Johnson
8:50 a.m.	5.0 WIOA Planning Discussion <ul style="list-style-type: none">• Joint Meeting WDB Regional Sector Committees November 16, 2017 <i>"Skills Attainment for Upward Mobility & Aligned Services for Shared Prosperity"</i>	Alex Rivera
9:25 a.m.	6.0 Committee Member Comments <ul style="list-style-type: none">• Thomas Fire Impact	Committee Members Patrick Newburn
9:30 a.m.	7.0 Adjournment	Alex Rivera

Next Meeting

Thursday April 19, 2018

8:00 a.m. - 9:30 a.m.

United Food and Commercial Workers Union (UFCW) Suite A
816 Camarillo Springs Rd., Camarillo, CA

Individuals who require accommodations for their disabilities (including interpreters and alternate formats) are requested to contact the Workforce Development Board of Ventura County staff at (805) 477-5306 at least five days prior to the meeting. TTY line: 1-800-735-2922.



WDB Manufacturing Committee Meeting
August 17, 2017

MINUTES

Meeting Attendees

Committee Members

Alex Rivera* (Chair)
Greg Liu* (Vice Chair)
Greg Gillespie*
Subhash Karkare
Byron Lindros*
Bill Pratt*
Tre Robinson

WDB Staff

Patrick Newburn
Vivian Pettit

Guests

John Clark (Ventura College)
Tracy DiFilippis (Goodwill Southern California)
Felicia Duenas (Ventura College)
Heidi Hayes (theAgency)
Rebecca Hunt (ECA Medical)
Mairelise Robinson (Workforce Education Coalition)
Alexandria Wright (Ventura County Community College District)

*WDB Members

1.0 Call to Order and Agenda Review

Chair Alex Rivera called the meeting to order at 8:01 a.m.

2.0 Public Comments

No public comments.

3.0 Consent Items

Approval of Minutes: April 20, 2017

Approval of Minutes: June 13, 2017

2017-2018 Committee Calendar

- Thursday August 17, 2017
- Thursday October 19, 2017
- Thursday December 21, 2017
- Thursday February 15, 2018
- Thursday April 19, 2018
- June 2018 TBD (6/21/18 Conflict with WDB Executive Committee Meeting)

Motion to approve: Greg Gillespie

Second: Greg Liu

Motion carried

4.0 Presentation: Manufacturing Sector Labor Analysis

Dr. Alexandria Wright
Ventura County Community College District,
Workforce and Economic Development Division

Dr. Alexandria M. Wright is the director for the Economic & Workforce Development Division. She is responsible for leadership and strategic direction for College District initiatives involving economic and workforce development, corporate training and grants. Dr. Wright provided Committee members bound copies of the *Manufacturing Sector Labor Analysis* 33 page report. The report is a phase I Ventura County occupational analysis. The focus of the report was a detailed overview and statistical analysis of Ventura County's top 12 occupations in assembly, production, drafting, and inspection. Details were presented

exploring regional economic activity, median wage in the 12 occupations (\$20.47 hourly), number of open jobs, and need for technical proficiency, education, and training to meet the needs of industry.

Dr. Wright in her report identified gaps, challenges, and opportunities within the regions workforce development and education model. The district colleges have begun to address challenges and implement solutions with added capacity from the *Strong Workforce Program* funding. She noted that the collaboration and input received from the WDB Manufacturing Committee and other industry partners helps to develop a model for improved manufacturing education.

Committee Members had lively discussion and were eager for the college district to develop a manufacturing pre-apprenticeship curriculum for entry-level workers that provides a career path into in-demand manufacturing occupations. The committee noted that similar short term courses are available at other southern California community colleges, including College of the Canyons, L.A. Valley College, and East L.A. College. The Committee identified veterans, out of school youth, adult education students, and high school seniors as potential populations for the manufacturing readiness courses. Chair Alex Rivera thanked Dr. Wright for a wonderful presentation and encouraged her to keep the committee informed with ongoing developments. Committee members also provided suggestions for consideration, gratitude for her presentation, and encouragement for future business engagement.

The meeting packet with an electronic copy of the Labor Analysis report is available on the WDB website: www.workforceventuracounty.org.

5.0 WIOA Workforce Development Planning

- 2016-2017 Year-End Review and Alignment With 2-Year 2016-2018 Committee Plan Discussion

Alex Rivera led discussion regarding the Manufacturing Committee 2016-2017 Year End Review and the 2-year plan 2016-2018. The seven components of the 2-Year Plan (Engage Leaders, Analyze Data, Take Inventory, Determine Priorities, Identify Gaps, and Take Action) were reviewed by committee members. The committee had previously identified several insights and observations about potential priorities in the Year-End Review. No new insights or changes were provided to either the 2-Year Plan or the Year End review.

- Deputy Sector Navigator

Michael Bastine provided updates to the committee about efforts in Northern Los Angeles County, and recent graduations within the pre-apprenticeship program at College of the Canyons, that might serve as a model for Ventura County. Mr. Bastine highlighted keys to the curriculum success are strong business engagement through advisory councils. Mr. Bastine reported that there is \$100,000 funding available for Ventura County to help with manufacturing workforce development. Currently there is engagement and support with career paths through VC Innovates at 6+ high schools in Ventura County. He offered to explore other avenues and collaborate in supporting Ventura County workforce projects. At the next meeting he will provide a more detailed summary for the committee.

- MRVC: Planning Update

Byron Lindros reported that the Manufacturing Roundtable Ventura County (MRVC) Networking Event was held in June at Jaxx Manufacturing in Simi Valley. The event had 11 people attending and discussed hiring issues and toured the electronics manufacturing facility led by Greg Liu. The next Networking Event may be hosted in the West County, the sponsor is yet undecided, and will be planned for the early Fall. Mr. Lindros said that the leadership group is committed to expanding MRVC membership attendance at Networking Events and on LinkedIn website.

MRVC wants to continue support of Manufacturing Day events and will continue communication with VC Innovates the organizer of school aged tour groups.

- AMP SoCal: August Update

Patrick Newburn provided the report for Jason Miller. The Advanced Manufacturing Partnership (AMP SoCal) August update newsletter was emailed previously to committee members. Highlights included export trade webinar, Apprenticeship Programs, and other topics about the Southern California manufacturing workforce. The next Bi-Annual Meeting of AMP SoCal is Tuesday November 14, 2017 at the University of Southern California.

6.0 Committee Member Comments

- Bill Pratt advised theAgency (WDB contracted outreach provider) to highlight available manufacturing training and courses within appropriate media and materials in order to expand job seeker and company awareness.
- Heidi Hayes (theAgency) announced that apprenticeships are the focus of *Workforce Wednesday* on radio program KVTa 1590AM broadcast August 30, 2017. The featured guests are WDB board members Tony Skinner, International Brotherhood of Electrical Workers and Jeremy Goldberg, Tri Counties Central Labor Council.
- Patrick Newburn reported for Mary Anne Rooney, that the Oxnard Union High School District is preparing students to enter into internships, and are hosting a series of boot camps. They are seeking business speakers to talk on one of two topics: Communication/ Professionalism/ Etiquette and Work Ethic/Motivation. Additionally the school district is seeking business engagement for the Manufacturing, Engineering, Robotics, and Industrial Technology (MERIT) academy at Rio Mesa High School. They are looking for companies willing to provide tours, job shadows, and people to assist with speed interviews. Interested companies should contact Ms. Rooney at marooney@civicalliance.org.
- Dona Toteva-Lacayo offered to conduct student tours and discussions about Import/Export as well as careers in Logistics at the Port of Hueneme.

7.0 Adjournment

Alex Rivera adjourned the meeting at 9:35 a.m.

Next Meeting:

Thursday October 19, 2017 (8:00 a.m. – 9:30 a.m.)

United Food and Commercial Workers International Union (UFCW)

816 Camarillo Springs Rd. (Suite A), Camarillo, CA



WDB Manufacturing Committee Meeting
October 19, 2017

MINUTES

Meeting Attendees

Committee Members

Alex Rivera* (Chair)
Cindy Guenette*
Mary Beth Jacobsen
Ryan Mayfield
Tre Robinson

WDB Staff

Patrick Newburn

Guests

Rebecca Hunt (ECA Medical)
Lisa Eklund (VC Innovates)

**WDB Members*

1.0 Call to Order and Agenda Review

Chair Alex Rivera called the meeting to order at 8:08 a.m.

2.0 Public Comments

No public comments.

3.0 Approval of Minutes: August 17, 2017

Receive and File

4.0 Presentation: *Entry Level Manufacturing Certificate Curriculum*

Dr. Alexandria Wright
Ventura County Community College District,
Workforce and Economic Development Division

Dr. Alexandria Wright from Ventura County Community College District, Workforce and Economic Development Division, was ill and unable to attend committee meeting and provide presentation on Entry Level Manufacturing Certificate Curriculum offered at Ventura College. At the request of Mr. Rivera, Cindy Guenette facilitated the committee's discussion and members conducted a review of the course outline provided in their meeting packet.

Marybeth Jacobsen provided an overview of the curriculum as learned from a presentation by Dr. Wright at the Workforce Education Coalition (WEC). Ms. Jacobsen explained the course purpose and brief orientation to the National Institute of Metalworking Skills, Inc. (NIMS) certificate. She also briefly discussed the American College Testing (ACT) Work Keys- Screening Test as a prerequisite for class enrollment.

Tre Robinson from Grupo Bimbo discussed his company's experience with other entry level curriculum offered. He suggested that other companies might benefit from recognizing the value of the entry level certificate as they conduct hiring interviews. Committee members discussed potential additions to curriculum such as problem solving skills and how to prepare corrective action plans. Members questioned how the entry level certificate would become industry recognized and that involving staffing agencies might help with outreach efforts.

Rebecca Hunt from ECA Medical provided another example of related curriculum and has successfully hired interns from Moorpark College who have completed the Biotechnology Engineering Technician course taught by WDB Manufacturing committee member and full-time faculty Subhash Karkare.

The meeting packet with an electronic copy of the Entry Level Manufacturing Certificate Curriculum is available on the WDB website: www.workforceventuracounty.org

5.0 WIOA Workforce Development Planning

- Alignment With 2-Year 2016-2018 Committee Plan

Alex Rivera invited members to review the two-year plan.

- Deputy Sector Navigator

No Report.

- MRVC: Planning Update

No report

- AMP SoCal: August Update

Patrick Newburn provided the report. The next Bi-Annual Meeting of AMP SoCal is Tuesday November 14, 2017 at the University of Southern California.

6.0 Committee Member Comments

- Tre Robinson provided enthusiastic support for the WIOA on-the-job training (OJT) program offered by the America's Job Center of California (AJCC) and HSA Account Executive Cynthia Muro. OJTs provide employers partial wage reimbursement during the initial training provided by the employer to bring new hires up to speed. For more information, please contact Cynthia.Muro@ventura.org
- Patrick Newburn invited members to attend the upcoming Career & Resource Fair hosted October 26, 2017 at the AJCC at Riverpark in Oxnard.

7.0 Adjournment

Alex Rivera adjourned the meeting at 9:20 a.m.

Next Meeting:

December 21, 2017 (8:00 a.m. – 9:30 a.m.)
United Food and Commercial Workers Union (UFCW) Suite A
816 Camarillo Springs Rd, Camarillo



JOINT MEETING WDB REGIONAL SECTOR COMMITTEES

November 16, 2017

"Skills Attainment for Upward Mobility & Aligned Services for Shared Prosperity"

WDB Business Services Committee
WDB Clean/Green Committee
WDB Healthcare Committee
WDB Manufacturing Committee
WDB Programs Committee

MINUTES

Meeting Attendees

Business Services

Heidi Hayes (theAgency)
Paula Hodge (College of
the Canyons, SCCRC)
Payal Kamdar (VSolvit)
Tracy Perez*
Jaime Mata*

Manufacturing

Alex Rivera*(Chair)
Michael Bastine (College
of the Canyons, SCCRC)
Marybeth Jacobsen (WEC)
Marilyn Jansen*
Byron Lindros*
Tiffany Morse (VCOE)
Bill Pratt*
Tre Robinson (Wholesome
Harvest Baking)
Mary Anne Rooney(Civic
Alliance)
Bruce Stenslie*

Programs

Tony Skinner* (Chair)
Roger Rice* (Vice Chair)
Jerry Beckerman(Segue)
Connie Chan*
Mary Navarro-Aldana*

WDB Members

Vic Anselmo* (Chair)
Greg Liu * (Vice Chair)
Brian Gabler*
Patty Schulz*

Clean/Green

Anthony Mireles*(Chair)
John Brooks (City of
Thousand Oaks)
Holly Chavez (Allan
Hancock College)
David Fleisch (County of
Ventura)
Darrell Gooden (VC
Innovates, VCOE)
Charles Harrington*
Grant Leichtfuss (Villa
Park Orchards Assoc.)
Mary Anne Rooney (Civic
Alliance)

Healthcare

Greg Barnes* (Chair)
Richard Trogman* (Vice
Chair)
John Cordova (College of
the Canyons, SCCRC)
Irene Ornelas (VC
Innovates, VCOE)
Michelle Reynolds (VCMC)
Mary Anne
Rooney(Ventura County
Civic Alliance)
Bill Werner (Simi Valley
Hospital)
Celina Zacarias*

WDB Administration

Talia Barrera
Patricia Duffy
Tracy Johnson
Patrick Newburn
Vivian Pettit
Ma Odezza Robite

Guests

Nancy Ambriz (County of Ventura)
Lisa Brunelle (Department of
Rehabilitation)
Lisa Eklund (VC Innovates, VCOE)
Hillary Howard (VC Innovates, VCOE)
Rachel Linares (County of Ventura)
Melissa Livingston (County of
Ventura)
Susan Mathers (Department of
Rehabilitation)
Richard McNeal
Christy Norton (County of Ventura)
Eileen Rohlfing (Employment
Development Department)
Teresa Serrata (County of Ventura)
Luanne Swanberg (South Central
Coast Regional Consortium)
Steve Thompson (Ventura Adult
Continuing Education)
Carolyn Vang-Walker (Ventura Adult
Continuing Education)
Alexandria Wright (VCCCD)

**WDB Members*

1.0 Welcome and Introductions

WDB Chair, Vic Anselmo, welcomed the attendees to the Joint Meeting of the WDB Regional Sector Committees: Business Services, Clean/Green, Healthcare, and Manufacturing. Additional members from the Programs and Outreach Committee, as well as community partners were also in attendance. Vic Anselmo introduced the facilitator/guest speaker from California Workforce Association, Bob Lanter. Mr. Lanter provided a short self-introduction and asked the WDB members and sector committee members to give quick self-introductions.

Bob Lanter introduced his fellow guest speaker, Vinz Koller, from Social Policy Research Associates, who gave an interesting presentation about the Swiss apprenticeship model.

2.0 Apprenticeship 2.0: College without Debt

Mr. Koller provided an informative presentation of the Swiss apprenticeship model and the features of the Swiss education system which allows multitude of career paths. The model includes teaching soft skills that will not create dead-ends, schools focused on teaching communication and advanced math subjects. He emphasized on the practice of the Swiss education system where there is a public and private partnership and strengthened by the Swiss economy which is considered as the sixth largest investor/economy in the world.

He also explained the key feature of apprentices in the Swiss model where students spend three to four days per week with employers while spending only one to two days inside the classroom. In the Swiss model, sixteen-year old students can make decisions and nineteen-year old students already have achieved professional certificates and can earn a living. He compared that the average age of apprentices in the Swiss model is seventeen years old versus twenty-nine years old in USA.

The question was asked, if the employers were required to have apprentices. Mr. Koller responded that “only thirty percent of the employers have apprentices.”

He also explained the funding of apprenticeship system, how firms invest in apprentices, measurement tools, background on how the Swiss employees gain experience and soft skills and how skills are best learned. When asked how California can adapt the Swiss system, Mr. Koller shared that it can be achieved by: building ecosystems, establishing permeability, triangulating, rebuilding prestige, focusing on students, and diversifying the registered apprenticeships.

One of the participants asked for the observed best practices in California. Mr. Koller gave an example of the Valley Transit Authority in Santa Clara with one hundred new positions opened for apprentices. Also, Mr. Lanter gave an example where he explained that the veterans in Livermore were trained in engineering at the laboratory.

A participant asked Mr. Koller how to address the transportation issue for young workers since most of the jobs are located outside Ventura County. Mr. Koller responded that the workforce development is a regional affair. He further suggested to look at the local economy and market and to look at where people work. Mr. Lanter provided an example of the apprenticeship Task Force in Washington, D.C. It showed how to expand outside the classic apprenticeship model where small, medium, and large employers can participate. Mr. Koller added that employers should look at apprenticeship on a broader sense and that employees can do training online to address the transportation issue.

Mr. Koller was asked if the apprenticeships were paid by the companies. Mr. Koller responded that it was paid by the State in the Swiss model and that the employees did not pay anything

Mr. Lanter provided a brief explanation and examples of work-based learning namely: registered apprenticeships, on-the-job training, incumbent worker training, career tech education with a workplace component, and transitional jobs/work experience. He mentioned that twenty percent of local youth formula funds are for work experiences such as summer jobs, pre-apprenticeship training, on-the-job training, and internships. He also provided a list of resources for work-based learning.

3.0 A Common Vision

Mr. Lanter facilitated a group brainstorming on what success looks like. Participants were divided into six groups with six to seven members each. Each group provided their response to the question: “What’s Going On?” or “What are the current work-based learning activities being practiced in each organization?”

What’s Going On?

- Internships – rehabilitation, VCOE (1000 in education offsite)
- On the Job Training – America’s Job Center
- Field Trips – middle high (750)
- Training for Employability Skills
- Entrée to Employment (2,000)
- Job Shadows
- Guest Speakers
- Civic engagement
- Construction apprenticeships
- Summer camps
- Trade based charter schools

- Hospitality Industry
- Incumbent Worker Training (lean manufacturing)
- Adult Education Pre-apprenticeships Internships
- Department of Rehabilitation – limited internships/externships
- VC Innovates Adult Education
- CLU Capstone Program (MBA)
- TDC Studies
- CAD Department/ Manufacturing 30
- Manufacturing Week Tours

- Regional Makers Space
- Robotics
- Health Care
- CAL Works Internships
- PathPoint
- CSUCI-Clinical Tech
- County of Ventura – Summer Interns
- Summer City Hall – Ventura & Oxnard
- Trades (IBW, etc.) Apprentices
- Employers (OJT) WIOA

- AG Supervisor Training at VC Noncredit
- Externship for Teachers In Engineering
- NBVC Internships (Primarily Com College)
- HCA (Health Care Agency) – WPL Revamping, Internships, Job Shadow
- CTE Programs at H.S Focus on Industry Certificates
- Career Education Center – Office of ED
- On the job training
- Union apprenticeships
- University Internships
- Government Internships
- Regional Occupation Program
- Summer in the City – VCCA
- City Corps
- Adult Education and Job Placement
- CMTC
- Applied Science Program at Ventura College (Entry level)
- Internship at Career Education Center (VCOE)
- Externship with CET
- Incumbent Worker Training at
- OJT at multiple companies
- BOA + EDD – training (unpaid)

Mr. Lanter used the Victory Circle Technique or a visioning exercise which showed the ideal vision of work-based learning for one year from now in Ventura County:

- CWA report to get them involved
- Anchor employers; employers are saying “Thank you!”
- Businesses are retained/created
- They like making money while working
- Engagement scores are high
- Monitoring their responses thru social media
- Youth unemployment goes down in county
- Robust marketing on CTE
- Clear understanding of pathways
- Target industry that are local- here regionally start 2-3
- One-stop site connecting employers to interns
- Listing of all applications and career paths available
- Website and social media for the youth
- Job Seekers/Students say “I love my job!”
- Employers say “Why didn’t we do it before?”
- Cohort of gateway path with Business enrolled in VACE
- Directory of all Work Based learning programs with business partnerships
- Multiple payment methods
- Innovation in public sector employers
- Stable and secure innovation and productive career pathways
- CWA annual report on how sectors is moving to get this done
- Employers want more

- Students feel secure, valued, respected, and engaged
- Youth VI rate decrease in country
- New fast track program works well!

4.0 Contradictions

Mr. Lanter asked each group what obstacles stand in the way of reaching the vision of a unified work-based learning strategy of Ventura County. Each group listed their responses:

Business Engagement

- Sustaining Commitment of Employers
- Partnerships between business and education are needed
- Employer Champions wanted
- Employer engagement
- Not enough employers involved or hiring
- Partner Collaboration and Coordination

Process and Bureaucracy

- Time: Patience for incremental growth
- New things take time
- Re-doing work that's already been done
- Funding stream
- Red Tape
- Fractured leadership and direction (capacity/priorities)
- WDB + Partners Capacity
- Misaligned incentives (Inability to triangulate)
- No Framework
- Restrictive HR Policies
- Coordination of efforts

Leadership

- Project Champions wanted (Strategic Oversight)
- Actionable Plans needed
- Develop Common Vision-Education among all LEAs
- Common means of communicating work being done
- Funds + Better coordination

Education/Training/Marketing

- Perception of academic learning vs. work-based learning
- Matching training vs. work (INT) schedule (Swiss model: 3-4 vs. 1-2)
- Length of time to get training from idea to classroom
- Need to establish certification/portability
- Education integrated with industry
- Student knowledge of career options
- Limited program information available
- Negative image of Work-Based Learning – Change to Positive

Youth

- Inclusion for all youth
- Transportation
- Supportive transit system not available
- Student career inspiration/ initiative lacking
- Youth missing soft skills

5.0 Commitment and Next Steps

WDB committee members worked in cross-sector groups, reporting to the large group their responses. Below is a summary of the wall notes and committee members' comments during the follow-up discussion. The input will be considered during WDB planning and WDB/WIOA regional and local planning processes:

- Working on task force/ WDB
- Utilize programs that are available (once we find out)
- Office OJT, internships
- Actively network to bring business to table
- Pair with business to provide training
- Advocate on behalf of students
- Work through policies – align education to cut red tape
- Attempt to communicate purpose to students (Entrée to Employment)
- Leveraging resources and activities
- Guide students to meet passion
- Develop student committee for student voice
- Communicating to public at large
- Engage students early (middle school)
- Study what other countries are doing

Summary of Next Steps

Based on the contradictions given aligned with the commitment listed above, Mr. Lanter suggested to provide a follow-through of these ideas with doable action plans with the following focus:

1. Plan to engage business/employers;
2. Plan to streamline the process/bureaucracy;
3. Plan to engage youth in work-based Learning activities;
4. Plan to align activities and market to the public what we are doing; and
5. Plan to align leadership; to have a common platform.

6.0 Close and Adjournment

Vic Anselmo adjourned the meeting at 4:30 p.m.

Next Meeting

Workforce Development Board Meeting
December 7, 2017
America's Job Center of California (AJCC)
2901 North Ventura Road, Oxnard

CAREER EDUCATION UPDATE

FEBRUARY, 2017



VC INNOVATES

Goals:

1. Connect Middle Schools, High Schools and Community Colleges
2. Connect Schools with Employers



VC INNOVATES

Goal 1. Connect Middle Schools, High Schools and Community Colleges

Outcomes

- 74 New CTE Teachers
- 68 Teachers added CTE credential
- 154 High School Pathways
- 115 Middle School Programs (Exploratory)
- Increase in students earning college credit

Students Earning College Credit in High School		
2014–15	2015–16	2016–17
446	1,970	2,141

VC INNOVATES

Goal 2. Connect Schools with Employers

Outcomes

Essential Career Connections			
	2014–15	2015–16	2016–17
Pathway Students	4,000*	9,636	16,144
Field Trips	80	130	330
Business Partners	54	200	280+

**Estimated*



COMMUNITY EVENT

Events in 2017	Participants
Ag Summit	100
Kick-Off	550
Aviation Career Day	525
Made in VC	145



MAJOR EVENTS

Entrée to Employment

22 to date, 2,300 participants

Hospitality Week

3rd annual in April, 2018

Sustainable VC: Careers in Clean Tech

1st annual in March 2018

Miniversities

2nd annual in June 2018, 100 teachers

Summer Camps

3rd annual in July 2018, 800 students

Mechatronics Training

1st annual in Jan 2018, 50 teachers



CAREER EDUCATION CENTER

Goals:

1. Provide Capstone Courses for district CTE pathways
2. Provide internships for all students in Capstone courses



CAREER EDUCATION CENTER

	2014-15	2015-16	2016-17	2017-18
Programs	43	58	75	77
Students	2,571	2,956	4,973	5,876
Schools Served	49	54	54	50



LOOKING FORWARD

- Continue to improve facilities
- Add mechatronics space in Camarillo
- Partnership with Harbor Freight Tools for Schools
- Increase quality of internships
- Summer Camps



WELCOME TO THE MAKERSPACE INTERNSHIP PROGRAM AT MOORPARK COLLEGE

Moorpark College is proud to be a part of the California Community College Maker Initiative that is designed to accelerate the development of the 21st century curriculum increase STEM/STEAM training, improve skill alignment to employer needs, and contribute to entrepreneurship, economic growth, and job creation. As part of the initiative, Moorpark College has established a campus located Makerspace to facilitate projects of making and doing.

In addition, Moorpark College has launched the Makerspace Internship Program to encourage college students to pursue projects that provide them with opportunities to demonstrate their passion for making, designing, and doing. While Moorpark students are able to jump into a range of diverse tasks, we want to tap into their specific skills and interests in the maker culture so they can build something extraordinary.

The Makerspace Internship Program is structured to provide students with opportunities to engage in design thinking and problem solving through a process of project-based experimentation and prototyping with “real” world clients to create innovative solutions. Successful experiences require the collaboration of students, campuses, employers, and industry/community partners.

We invite you, the employer, to join us in this initiative.

At this time, Moorpark College is able to help offset costs that you, as the employer, may incur by covering the hourly wages of the interns and worker’s compensation/liability insurance. Moorpark College is partnering with the California Community Foundation Career Catalyst system to serve as the employer of record, assume liability, and administer payroll. Through this system, Moorpark College will cover hourly wages up to 20 hours per intern, allowing you to focus on creating meaningful project-based experiences for students. For information on how to apply as an employer for the Moorpark College Makerspace Internship Program, contact Dr. Shannon Johnson at sjohnson1@vcccd.edu or 805-553-4845.

Thank you for your interest in the Moorpark College Makerspace Internship Program. Moorpark College welcomes your partnership in providing hands-on, creative ways to encourage students to design, experiment, build and invent as they deeply engage in their personal and professional growth.

*Moorpark College
7075 Campus Road
Moorpark, CA 93021*

WHAT IS ASKED OF YOU AS AN EMPLOYER?

1. Design an Internship Project

- Duration of the project should run about 20 hours per intern
- You might hire one intern for a 20 hour project or 4 interns for an 80 hour project

2. Submit an Employer Application (internship description) for the program

- Moorpark College will approve employers for the program
- Eligibility will be based on project details, student match, and available funding

3. Review resumes, Interview candidates, and Hire interns

- Resumes will be collected by Moorpark College to determine student eligibility and forwarded to you for review and selection
- Moorpark College pays hourly wage and covers worker's compensation/liability insurance

4. Supervise and mentor internship experience of intern(s)

- In partnership with Moorpark College

5. Provide an evaluation of intern(s) and their work

TIPS FOR DESIGNING YOUR INTERNSHIP PROJECT

Prior to partnering with the Moorpark College Makerspace Internship Program, you must understand how interns will fit within your organization's goals and culture. Since organizations vary in age, size, industry, and product, so too will internship projects and activities.

Questions to ask your organization:

- What does your organization hope to gain from the program?
- Is your organization looking to fulfill a need on a specific project?
- Will the internship encompass one major project or entail a variety of small projects?
- What tools and workspace are necessary to provide to the student(s)?
- What academic background, skills, and experience do you want in an intern(s)?
- Who will be primarily responsible for the intern(s) as a supervisor/mentor?

The description should be in everyday language that will help the student understand the project, expectations, qualifications, and your organization culture. The essential components of an effective internship description include:

- Organization's goals and mission
- Intern's responsibilities in the potential projects/activities
- Skills that will be developed
- Necessary qualifications
- Education level and/or majors, if there are preferences
- Duration of the internship
- Hours required per week / semester, as well as flexibility with schedule or specific hours

MAKING AN INTERNSHIP OFFER

Students will submit applications/resumes for your posting to the campus. The campus will review to verify the student is eligible for the Internship Program and meets the posting requirements. The campus will then forward all qualified candidates to you. You will determine which candidates to interview and schedule the interviews.

When you feel you have found the appropriate intern(s), you will make an offer. Upon acceptance of the offer, the intern will report the acceptance to the campus. The intern will then begin the necessary paperwork. Any additional paperwork needed by you will then be completed.

EVALUATING THE INTERN(S) AND THEIR WORK

The intent of an internship is for a student to learn. A significant component of that learning is constructive feedback on both accomplishments and areas for improvements. As a supervisor/mentor, you have a meaningful opportunity to assist a student as they transition from student to professional. Throughout the internship, you should regularly meet with interns to evaluate and provide feedback on their performance. At the end of the internship, you will be asked to complete an evaluation focusing on the project's status, contributions of interns, and strengths and needed development.

SAMPLE INTERNSHIP DESCRIPTION

THEME PARK

PROPS FABRICATION

The Props Fabrication Intern Team is responsible for assisting with design, construction, acquisition, tracking, storage and/or installation of props for theme park attractions.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Assist with fabrication of props for theme park attractions, which could involve hot gluing items; checking inventory as it arrives and photographing all items; re-sizing of graphics files, labels, etc. in Illustrator or Photoshop
- Assist with input of props inventory into the spreadsheet budget to track items
- Props fabrication – wrapping packages, applying labels, assisting the prop master with prop creation
- Basic sewing of background drapes or other fabric props
- Understand and actively participate in Environmental, Health & Safety responsibilities by following established policies, procedures, training, and involvement activities
- Perform other duties as assigned

REQUIREMENTS

- In pursuit of a degree at an Accredited Institution
- Current class standing of sophomore and above
- Cumulative GPA of 3.0 or above (official transcripts available upon request)
- Consistent attendance is a job requirement
- Approximate dates of this internship are from May 2017 - September 2017
- Availability requirement typically includes 10 hours per week
- Must be pursuing a degree in a field related to Design, Theater or Art
- Preferred coursework: Sculpting, Theatrical Design, Set Design, Prop Design and Scenic Arts

PREFERRED QUALIFICATIONS:

- Preferred skills: Sculpting foam, clay and other mediums; scenic painting; basic carpentry and sewing
- Theatrical/design background is preferred
- Knowledge of Photoshop, AutoCAD and 3D printing is preferred
- Must be efficient in Microsoft Office Programs including, but not limited to: Word, Excel, and PowerPoint
- Strong interpersonal skills, problem-solving abilities and organization
- Exceptional attention to detail
- Superior written & verbal communication skills
- Work in a fast-paced environment and adhere to deadlines
- Ability to work autonomously and/or in teams



PRESENTS:

**Shape the Future of
Skills-Based Training
In Manufacturing**

Thursday, March 22, 2018

8:30AM - 1:00PM

Goodwill Southern California Community Enrichment Center

3150 N. San Fernando Rd · Los Angeles, CA 90065

Contribute your expertise to the development of competency-based occupational frameworks for CNC Machining and Industrial Maintenance Mechanics.

Strong Workforce Apprenticeship Group is working with Urban Institute to facilitate a morning review session wherein the industry voice is collected to validate competency models for manufacturing apprenticeships nationwide.

Continental breakfast and lunch will be served.

**RSVP to Tracy DiFilippis at 323.477.3923
or email Tdifilippis@goodwillocal.org**



ApprenticeshipUSA

