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Social Services | Public Health | Mental Health

news release

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Social services and bookkeeping trainings starting soon

The Job Market and College of the Redwoods are offering concentrated trainings designed to help people move into a new career quickly. Both Community and Social Services and Intermediate Bookkeeping trainings are accepting applications now. These multi-week courses provide concrete, hands-on experience for the skills necessary to enter these regional, in-demand jobs.

Community and Social Services: This intensive two-month course prepares people for social services-related work and ends with on-the-job training. It covers some of the unique skills needed in the social services field such as case management procedures, motivational interviewing, conflict management and collaboration skills. The course has led to full-time employment in education, non-profit and government jobs. It runs June 20 through Aug. 17, Tuesdays and Thursdays, from 8:30 a.m. to 12:30 p.m.

Intermediate Bookkeeping: Bookkeeping-related positions are in high demand and are found throughout local industries. Taught by practiced professionals, this training provides competencies in managing QuickBooks, payroll practices and regulatory reporting requirements. Prerequisite for this class are a foundational accounting knowledge and basic familiarity with QuickBooks or similar accounting software. The course runs July 11 through Aug. 24, Tuesdays and Thursdays, from 8:30 a.m. to 12:30 p.m.

Scholarships for trainings and wage subsidy hiring incentives are available through The Job Market for qualifying participants ages 16 and older. Applicants are encouraged to apply soon. For information about this financial assistance, call The Job Market at 707-441-5627 or 800-242-1353. For additional course details or to register for classes without financial assistance, call College of the Redwoods Community Education at 707-476-4500 or visit www.redwoods.edu/communityed/currentclasses.

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