



ACE MV EMPLOYER RESOURCE

A GUIDE TO WORKFORCE DEVELOPMENT & TRAINING FALL 2020



ACE MV on Martha's Vineyard

Type: 501 (c) (3) private non-profit
 EIN: 26-3371336
 donations welcome
 Phone: (508) 693-9222
 Email: info@acemv.org
 Website: www.ACEMV.org
 Mailing: 455 State Rd., PMB 105
 Vineyard Haven MA 02568
 Location: MVR High School, #504
Note: all Fall 2020 classes will be online

ACE MV is proud to be the only entity on the Island providing certificates, licenses, CEUs, PDPs, and degrees in business, education, trades, technology, renewable energy, and language and literacy.

Thanks to our partnerships with regional trainers and higher-ed institutions, Island employers have a **wide range of educational services available** to their employees.

Contact us to register your staff for our scheduled trainings or to customize a class.

New: SOCIAL JUSTICE PROGRAM

for civic minded individuals, activists, government employees, businesses, grassroots organizers

| <u>Class/Program</u> | <u>Start Date</u> | <u>Duration</u> | <u>Instructor</u> | <u>Cost</u> |
|---|-------------------|-----------------|-------------------|-------------|
| Cultural Competency for Educ (FSU) | Sept 3 | semester | D. Charbonneau | \$985 |
| Creative Problem Solving | Sept 9 | 1 session | A. Manning | \$45 |
| Social & Emotional Learning (FSU) | Sept 9 | semester | A. Knight | \$985 |
| Public and Persuasive Speaking | Oct 6 | 7 weeks | C. Burns | \$149 |
| Local Politics & Grassroots Activism | Oct 6 | 1 session | K. Chatinover | \$45 |
| Black Lives Matter: Past, Present, Future | Oct 14 | 1 session | Rev. W. Mebane | \$45 |
| Revolution & Activism: A Conversation | TBD | 1 session | J. De La Hunt | \$0 |

NEW: **1-Day University on Social Justice** *an online awareness event & fundraiser for ACE MV*
 Save the dates: November 18, 2020 details TBA

TO REGISTER YOURSELF OR YOUR EMPLOYEES: EMAIL INFO@ACEMV.ORG

CUSTOM CLASSES ARE AVAILABLE FOR YOUR TRAINING NEEDS

BUSINESS, FRONT OFFICE & SERVICE SKILLS

for all front-office staff, administrators, receptionists, municipal employees, business owners

| <u>Class/Program</u> | <u>Start Date</u> | <u>Duration</u> | <u>Instructor</u> | <u>Cost</u> |
|--------------------------------------|-------------------|-----------------|-------------------|-------------|
| Photography Fundamentals | Sept 8 | 6 weeks | A. Donnelly | \$99 |
| English Composition (Bristol) | Sept 8 | semester | Bristol C.C. | \$655 |
| Practical Portuguese for Workplace | Sept 14 | 8 weeks | R. Ribiero | \$129 |
| Map Reading: GIS, Topo, more | Sept 16 | 6 weeks | G. Caramanna | \$89 |
| Personal Financial Planning | Sept 30 | 4 weeks | C. Gwinn | \$69 |
| Resume & Cover Letter Workshop | Oct 5 | 4 weeks | L. Foster | \$49 |
| Public & Persuasive Speaking | Oct 6 | 7 weeks | C. Burns | \$129 |
| Introduction to Small Business | Oct 15 | 5 weeks | N. Werthwein | \$129 |
| Farm Finances: Budgeting/Books | Oct 29 | 4 weeks | J. Shanks | \$0* |
| <i>*must meet criteria as farmer</i> | | | | |
| Financial Planning for Businesses | TBD | | T. Johnson | \$180 |
| Marketing | TBD | | S. Hartley | \$89 |
| Quickbooks Basics | TBD | | | \$129 |

LEADERSHIP & MANAGEMENT

for managers, supervisors, nonprofit directors, municipal employees, business owners

| <u>Class/Program</u> | <u>Start Date</u> | <u>Duration</u> | <u>Instructor</u> | <u>Cost</u> |
|--------------------------------|-------------------|-----------------|-------------------|-------------|
| Intro to Creative Thinking | Sept 9 | 1 session | A. Manning | \$49 |
| Public and Persuasive Speaking | Oct 6 | 7 weeks | C. Burns | \$129 |
| Intro to Nonprofit Management | Nov 23 | 4 weeks | A. Wolff | \$129 |

TEACHING & EDUCATION

for all teaching professionals

| <u>Class/Program</u> | <u>Start Date</u> | <u>Duration</u> | <u>Instructor</u> | <u>Cost</u> |
|-----------------------------------|-------------------|-----------------|-------------------|-------------|
| Cultural Competency - Educ. (FSU) | TBD | semester | D. Charbonneau | \$985 |
| English Composition (Bristol) | Sept 8 | semester | Bristol C.C. | \$655 |
| Educational Research (FSU) | Sept 8 | semester | FSU/ME.d only | \$1,191 |
| Resume & Cover Letter Workshop | Oct 5 | 4 weeks | L. Foster | \$49 |
| Public & Persuasive Speaking | Oct 6 | 7 weeks | C. Burns | \$129 |
| Social & Emotional Learning (FSU) | Oct 14 | semester | A. Knight | \$985 |
| HiSET Prep for GED Tests | TBD | 10 weeks | Ribiero, Simmons | \$200 |

TRADES/CONSTRUCTION/SAFETY

for tradespeople, drivers, contractors, and farmers

| <u>Class/Program</u> | <u>Start Date</u> | <u>Duration</u> | <u>Instructor</u> | <u>Cost</u> |
|---------------------------------|-------------------|-----------------|-------------------|-------------|
| Principles of Ecology (Bristol) | Sept 8 | semester | A. Cotton | \$861 |
| Map Reading: GIS, Topo, more | Sept 16 | 6 weeks | G. Caramanna | \$89 |
| Commercial Drivers License | Sept 21 | 5 days | D. Eaton | \$4,375 |
| Hoisting 2A/1C License | Sept 26 | 1 day | D. Eaton | \$275 |
| Farm Finances: Budgeting/Books | Oct 29 | 4 weeks | J. Shanks | \$0* |

**must meet criteria as farmer*

SENIOR COLLEGE: CREATIVITY, LANGUAGE, ART, AND ENRICHMENT

for everyone

| <u>Class/Program</u> | <u>Start Date</u> | <u>Duration</u> | <u>Instructor</u> | <u>Cost</u> |
|------------------------------------|-------------------|-----------------|-------------------|-------------|
| English Composition (Bristol) | Sept 8 | semester | Bristol C.C. | \$655 |
| Photography Fundamentals | Sept 8 | 6 weeks | A. Donnelly | \$99 |
| Intro to Creative Thinking | Sept 9 | 1 session | A. Manning | \$49 |
| Practical Portuguese for Workplace | Sept 14 | 8 weeks | R. Ribiero | \$129 |
| Map Reading: Theme, GIS, Topo | Sept 16 | 6 weeks | G. Caramanna | \$89 |
| Personal Financial Planning | Sept 30 | 4 weeks | C. Gwinn | \$89 |
| Public & Persuasive Speaking | Oct 6 | 7 weeks | C. Burns | \$129 |
| How to Write a Book Proposal | Oct 6 | 4 weeks | H. Bellebuono | \$89 |
| Writing a Memoir | Oct 15 | 6 weeks | A. Wolff | \$89 |



JOIN OUR FACULTY

ACE MV seeks instructor partners to continue providing high-quality education for youth and adults on Martha's Vineyard. Teaching locally is rewarding, and we support our teachers with hourly pay, paid planning time, technical support, student registration, and thorough assessment services.

Contact us with proposals, credentials and availability.

TO REGISTER YOURSELF OR YOUR EMPLOYEES: EMAIL INFO@ACEMV.ORG

CUSTOM CLASSES ARE AVAILABLE FOR YOUR TRAINING NEEDS

Intro to *Creative Thinking*



Wednesday September 9, 2020

2-hour webinar

1:00-3:00pm

\$49

Register here:

<https://www.acemv.org/intro-to-creative-thinking/>

To put it mildly, these are turbulent times. When the challenges get tough, our brains first instinct is to rely on familiar thinking patterns and the solutions that have worked before. The problem is, when we are facing complex new challenges that don't have one, clear, known answer, what worked in the past might not work now; in fact, it probably won't. We have to do the **deliberate work of finding new ideas** and then turning those ideas into workable solutions. That requires intentional creative thinking.

Creative thinking is a deliberate process of uncovering, refining and implementing new and useful ideas. It is a set of learnable skills and tools that you can apply to problems in your personal and work life.

In this 2 hour, interactive webinar, we provide an introduction to the foundational principles of creative thinking. You will learn:

- how to define creative thinking and how it relates to innovation
- the **mind-set** that is necessary to be an effective creative thinker.
- where ideas come from, and how to **foster an environment that is open** to possibilities, even in the midst of uncertainty.
- how we frequently sabotage ourselves when we need new ideas.
- two **tools you can use** immediately, to identify possibilities and control uncertainty.

Instructors:

Anne Manning, founder of Drumcircle LLC, and consultant and trainer in creative thinking and innovation.

Instructor at Harvard University.

Susan Robertson, founder of Sharpen Innovation, Fortune 500 innovation lead. Instructor at Harvard University.

