



## ETP | WORKFORCE TRAINING

### PROGRAM DESCRIPTION

The ETP Workforce Training Program is designed to assist companies identify growth areas and staff training needs through no-cost consulting services and provide access to no-cost or subsidized training fees. Workforce training concentrates on continuous business improvement, enhanced operational efficiencies and increased lean operations to make businesses more productive and competitive. Within the program, companies can access employee training to re-train and increase skills of existing workers and provide on the job training for new workers. Funding for this program is through a contract with the California Employment Training Panel. The fund is capitalized by a special payroll tax on California employers, for re-investing in workforce skills and California's economic competitiveness.

### The ETP Program Includes:

- Assessment of Company training needs with no cost one-on-one consulting
- No cost or subsidized training fees
- Onsite customized programs including:
  - **Business Skills**
    - Communications Skills
    - Customer Service
    - Sales Skills
  - **Continuous Improvement**
    - Building Successful Teams
    - Interpreting and Analyzing Data
    - ISO Training
    - Leadership Skills for Frontline Workers
    - Lean Manufacturing
    - Kaizen Methodology
    - Performance Management
    - Problem Solving
    - Process Improvement
    - Root Cause Analysis
    - Six Sigma
    - Statistical Process Control
    - Total Quality Management
  - **Manufacturing Skills**
    - Production Equipment Operation
    - Manufacturing and Assembly
    - Equipment Troubleshooting
    - Shop Measurements
    - Industrial Maintenance
    - Machine Set-Up

### Program Benefits:

- Enhanced operational efficiencies
- Increased production capacity
- Employee growth, job performance and overall satisfaction

### **Partnering Organizations/Resources:**

- SBDC: Provide Consulting and Educational Training programs
- Ventura County Community College District
- Workforce Development Board of Ventura County
- California Employment Training Panel

### **PARTICIPATION QUALIFICATIONS**

Qualified participants will meet the following:

- Employees participating in training events must be paid over \$16.70 per hour
- Employees must maintain and present a valid social security number
- Participants must be retained for 90 days after completion of training
- 80% attendance requirement at each training event

### **PROGRAM COST**

This program provides no cost consulting services to determine staff training needs and access to no cost or subsidized training fees when applicable.

### **PROGRAM ENROLLMENT**

Companies who meet program requirements should contact Alondra Gaytan at the EDC SBDC to apply. Email [alondra.gaytan@edcsbdc.org](mailto:alondra.gaytan@edcsbdc.org) or call 805.409.9159.

*The ETP Workforce Training program is offered through EDC Grow and the Economic Development Collaborative in partnership with the Small Business Development Center and funded in part through a cooperative agreement with the U.S. Small Business Administration, the California Employment Training Panel and the Workforce Development Board of Ventura County.*

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