

Smart Career Restart

FAQ



- 1) **Who is Smart Restart for?** Smart Restart is for YOU – if you are looking for a job and interested in learning skills that will help you become more employable.
- 2) **What Smart Restart training programs are offered?** We are offering college level course work in Industrial Machine Repair, Medical Receptionist, Office Assistant, Telecommunication Installer and Logistics.
- 3) **Who pays for the training?** The Racine County Workforce Development Center will pay the costs associated with the training, including required books and supplies.
- 4) **Where does the money come from?** Funding for Smart Restart programs comes from the American Recovery and Reinvestment Act and the Workforce Investment Act.
- 5) **Will I get paid during the training?** No. Funding only covers the costs associated with training.
- 6) **What age can participate?** Participants must be 18 or older.
- 7) **Do I need to be a Racine County resident to apply for this program?** Yes, you do. The Racine County Workforce Development Center provides training services to residents of Racine County only. Individuals who do not live in Racine County are encouraged to contact their local Job Center or Workforce Development Center for opportunities within their community. Information about your local Center can be found at <https://jobcenterofwisconsin.com/>.
- 8) **How do I get into one of these programs?** First, you pick up and complete an application packet, which you can get at the Resource Room of the Workforce Development Center. The completed packet is returned to the Resource Room by the due date. Selected candidates will be chosen for an interview based upon the completeness and content of the application submitted. After the interview process a select number of candidates will be chosen to participate in the training program based on the number of openings available for the program.
- 9) **Are there minimum qualifications?** Yes, there are. As part of the application process, prior to the interview, candidates must complete math and reading assessments. Minimum academic levels have been established for each program to

ensure that customers will be prepared to succeed. Several of the programs also have additional qualifications that are occupation-specific.

- 10) What if I don't meet the minimum academic qualification?** Our Academic Improvement Center is available to assist those customers who are self-motivated and want to improve their scores. All candidates wishing to re-test must obtain approval from our Academic Improvement staff after completing required remedial work.
- 11) When are applications available?** The dates vary by training program. Click on the link to the specific training program to learn more.
- 12) Who is providing the training?** Gateway Technical College is providing the instructional faculty for the classroom portion of the programs.
- 13) Is there more than classroom training?** Yes. Staff from the Workforce Development Center will work closely with all candidates to develop effective employment search and retention strategies. During the training, participants will develop a new resume, improve their interviewing skills and develop strategies to obtain employment.
- 14) What does the Workforce Development Center expect from participants?** This will be discussed in more detail during the application process. However, at a minimum, the Center expects candidates to be committed, respectful and ready, able and willing to follow the expectations and instructions provided by the staff at both Gateway Technical College and the Workforce Development Center.
- 15) What kind of grades will I need to achieve?** The Workforce Development Center has "higher expectations" for our customers. Students must receive a grade "C" or better to obtain a certificate of completion.
- 16) Can I miss or be tardy to class?** No. Attendance and punctuality are important to keeping a job. The Workforce Development Center has an attendance policy for the Smart Restart program that states that if participants are late to class or absent from class, they can be dropped from the program.
- 17) Can business participate?** Yes. The success of many of our prior training programs has been due to direct business involvement. In the past, businesses have participated in information sessions, interviewing applicants, making special presentations, providing tours of their facilities and helping conduct "mock" interviews. Any business wishing to contribute to the development of its future workforce should contact Jane Kurylo at Jane.Kurylo@goRacine.org.
- 18) What is the employment outlook for Smart Restart programs?** Long-term occupational projections suggest that these occupational areas will be growing in the future. Currently, the labor market is competitive and the more skills job seekers have, the greater the number of employment opportunities open to them.

- 19) Are college credits granted for taking the courses?** Yes, in most cases. The Smart Restart programs are certificate programs which earn credit toward diploma or degree programs at Gateway Technical College. The exception is the Logistics training, in which participants earn an industry-recognized credential, although not college credit.
- 20) Can I take more than one Smart Restart training program?** No, you cannot.
- 21) Are there any additional Smart Restart trainings planned?** Presently, no additional Smart Restart programs are scheduled.
- 22) Where can I pick up application packets for the Smart Restart training program?** Application packets, with complete instructions, can be obtained in the Resource Room at the Workforce Development Center located at 1717 Taylor Avenue in Racine, or at the Burlington Workforce Development Center at 380 McCanna Parkway.