



**VOLUNTEER
STATE**

COMMUNITY COLLEGE

Workforce Training and Development

Retool Your Most Valuable Resource - Your Human Resource!



Business & Industry Institute

The Business and Industry Institute, a contract training arm of the Division of Workforce and Economic Development, provides workforce training opportunities in support of the economic development of the College's service region. Short courses and workshops, drawn from industry recognized content as well as customized content, are designed to improve workplace knowledge and skills for career entry, career sustainment, and career advancement.

The Contract Training Option

Customized Contract Training

The customized contract training option, designed to meet the *specific* business culture, number of employees, schedule, and priorities, is tailored for each business or agency. Comprehensive services provided by the B & I include:

- Consulting
- Customized Curriculum Design
- Scheduling and Course Delivery
- Assessment
- Certificates of Completion
- Course Evaluation
- Record Keeping/Transcript Availability

Standard Contract Training

Whether the training is customized or drawn from industry-recognized standards, training may be delivered in person, online, or virtually, at your place or ours. Choose from hundreds of topics within the inventory of offerings. Broad categories of training include, but are not limited to:

- Communication/Soft Skills
 - General Business
 - Healthcare
 - Human Resources
 - Industrial Technology
 - Information Technology
- Logistics/Supply Chain Management
 - OSHA

***Consider Our Training Team
an Extension of Yours!***

Schedule a Call Today!

615-230-3360 or

1-888-335-8722, ext. 3360

Volunteer State Community College does not discriminate on the basis of race, color, religion, creed, ethnicity or national origin, sex, disability, age status as a protected veteran or any other class protected by Federal or State laws and regulations and by Tennessee Board of Regents policies with respect to employment, programs, and activities. The following person has been designated to handle inquiries regarding nondiscrimination policies: Manager of Employee Relations & Equity, eeo@volstate.edu, 1480 Nashville Pike, Gallatin, TN 37066, 615-230-3592. Volunteer State Community College policy on nondiscrimination can be found at <https://www.volstate.edu/non-discrimination-policy> 15723-1795.