

Overview

Work-based services at New Community Career & Technical Institute are structured learning activities conducted in a setting that involves partnering employers. This includes employers in the automotive, construction building trades, and healthcare fields.

Programs and Sectors

NCCTI Post-Secondary Program	Sector/Industry	Supervision by NCCTI Program Staff
Automotive Technician	Transportation, Logistics & Distribution	Career Services Coordinator
Culinary Arts Specialist	Hospitality, Food Service	Career Services Coordinator/Program Instructor
Building Trades Specialist	Construction	Career Services Coordinator
Patient Care Technician	Healthcare	Career Services Coordinator
Medical Assistant Clinical	Healthcare	Career Services Coordinator

Participation, Objectives, Experiences, & Competencies

NCCTI work-based activity is not guaranteed. Students must meet specific criteria determined by NCCTI staff. Student attendance, grades, and shop/classroom skill level must be satisfactory. Students also must attend job readiness/employability skills workshops, trainings, and events.

Objectives

All work-based activities conducted and overseen by NCCTI have two main objectives:

- Provide students with the opportunity to develop and apply a “practical” experience while utilizing their knowledge and skills attained in their program of study
- Provide the institution with objective input from potential employers

Competencies

Students must demonstrate mastery of specific competencies while participating in work-based activities. These competencies are aligned with the program’s current curriculum and course objectives.

Evaluation

Each work-based activity student experience is evaluated upon its conclusion. This is done by the program instructor, Career Services Coordinator, and administrative staff, and the employer site feedback is taken into consideration.

Supervision

NCCTI work-based activities are overseen by the Registrar for capturing data, along with the Career Services Coordinator and student service staff. Agreements and MOUs outline the responsibilities of the student and partnering employer. NCCTI’s students have specific tasks and behaviors that are held



accountable by the employer and school. Each host agency or business designates an employee to act as a liaison and to communicate with the student and NCCTI the students' progress.

Written Agreements

Students, NCCTI staff, and employer partners that participate in work-based activities with NCCTI agree to numerous stipulations through written agreements. These written agreements are revised and evaluated annually by instructors, staff, and administration.