

Institutional Food Service Training For Non-Native English Speakers

Presented by:
Portland Community College
Career Pathways Training

Location: PCC- Southeast Center, 2305 SE 82nd Ave. Portland, OR 97216
PCC Capital Career Center, 18624 NW Walker Rd. Portland, OR 97006

Training Dates: September 22, 2009 – December 3, 2009
AND Job Search: December 7, 2009 – January 8, 2010* unless employed

Class Schedule: Monday – Thursday: 1:00 – 4:00 PM

Internship Schedule: Two or Three days a week: 7 AM – 11 AM (**approx 12 hours per week**)

Training Contact: Sara Nelson Treadway, Education Coordinator, 503-788-6284

Program Description:

The purpose of this ten-week, pre-employment food service training is to introduce non-native English speakers to entry-level jobs in the food service industry. In the classroom, students will learn how an institutional kitchen is organized, commonly used food preparation vocabulary, basic dietary menus, food and workplace safety procedures, customer service, and communication with other workers and customers. As part of the new curriculum, students will also get a review of basic math and money skills and get hands-on practice in using an electronic cash register. To complement classroom knowledge, students will participate in an 8-week unpaid internship working two or three mornings per week in a hospital, school, nursing/retirement home, or other institutional setting. (Prior to starting their internships, students will obtain their food handler's card.) Students will also acquire job readiness skills and be provided with job development assistance as they pursue current openings at local employers in the institutional food service industry.

At the completion of the internship and classroom component there is a 6-week job search class to support students in their job search. Students are expected to come at least 6 hours a week for an active guided job search. Additionally, there is job readiness training curriculum embedded into the assigned class time. Students will be selected for the program through an interviewing and assessment process to determine English proficiency and employability.

Applicants must attend one of the following (two hour) information sessions at:

- PCC – Workforce Network Training Center: 5600 NE 42nd Ave., Portland, OR 97218
Tuesday August 11, 2009 11am – 1pm Building 1 room 132

- PCC - SE Center: 2305 SE 82nd Ave, Portland, OR 97216
Wednesday July 29, 2009 11am – 1pm Tabor Hall, Room 119
Friday August 14, 2009 9:30am – 11:30am Tabor Hall, Room 119
Thursday August 27, 2009 1pm – 3pm Tabor Hall, Room 126
Wednesday September 9, 2009 11am – 1pm Tabor Hall, Room 119

- MHCC- Maywood Park Campus: 10100 NE Prescott St., Portland, OR 97220
Thursday August 20, 2009 1pm – 3pm Room 125

- PCC CAPITAL Career Center: 18624 NW Walker Rd. Beaverton, OR 97006
Wednesday August 5, 2009 11 – 1pm Room 1544

****APPLICANTS MUST BE ENROLLED IN ONE OF THE LOCAL DISLOCATED WORKER (DWP)/ONE STOP PROGRAMS LISTED ON THE BACK OF THIS FLYER****

Dislocated Worker (DWP) & One Stop Programs

Portland:

WorkSource Portland Metro East **503.660.1440**
19421 SE Stark St.
Gresham, OR 97223
www.worksourceeast.org

WorkSource Oregon Portland Metro Central **503.280.6046**
30 N. Webster, Suite E
Portland, OR 97217
<http://findit.emp.state.or.us/offices/northportland.cfm>

SE Works One Stop **503.772.2300**
6927 SE Foster Road
Portland, OR 97206
www.seworks.org

West Side:

WorkSource Tualatin **503.612.4200**
7995 Mohawk Street
Tualatin, OR 97062
www.workforcealliance.org

WorkSource Hillsboro **503.681.0219**
265 SE Oak St. Suite A
Hillsboro, OR 97123
www.workforcealliance.org

Clackamas

County:

Clackamas Community College **503.657.6958 x2316**
Oregon City Employment Department **971.673.6400**
506 High Street
Oregon City, OR 97045
www.workinginoregon.com