Connections that fuel success.

2018 - 2019 PROGRAM OVERVIEW

Business Boost & Build powered by JumpStart
The Akron Urban League welcomes you to Ignite: Connections that Fuel Success (Ignite), our newest workforce development initiative. While we have been assisting individuals in Summit County in finding and securing employment for years, Ignite is a new program that allows us to assist individuals in identifying careers. We work as your long-term partner and coach to ensure not only do you find the opportunity of a lifetime but we assist you in securing that long awaited financial success through livable wage employment.

Ignite is not a “quick fix” to identify and land that dream job! But it is a commitment between you and the Akron Urban League that has pre, during and after processes that we agree to, taking a collaborative approach to your personal career development. We take the word “development” seriously as we work closely with you to discover your employment desires, current and possibly needed skills, train you and align you with the best possible employer to support your future.

If you meet the following criteria, we invite you to join our program and allow us to fuel your success:

- 25 years old or older
- A high school diploma or equivalent
- Career driven

Enclosed are just a few opportunities that are available today. We need to determine if any of these fit your career goals and if not, we are anxious to work with you to find out what does. We want to begin working on your behalf immediately to help you find employment that meets your need for work life balance, meets your financial objectives as well as your long term plans.

We are excited about working with you as we journey together utilizing an integrated approach to workforce development. Join the Akron Urban League Movement to Ignite: Connections that Fuel Success.

Welcome!
SOCIAL SERVICES
Career Ladder and Tools

Public Inquiry Assistant (PIA)
The PIA performs a variety of duties including reception, screening, and phone banks.
HS + 2yrs general exp. (OJT)

Income Maintenance Worker III (IMW3)
The IMW3 assists the supervisor and case manager in clerical duties, maintains schedules, responds to client inquiries, and distributing and collecting reports.
HS + exp. (OJT)

Case Manager II (CM II)
The CM II determines initial and ongoing eligibility, monitors and maintains case files for public assistance programs, interviews clients and prepares correspondence and reports.
B or 8 yrs. exp. and 6 months training (exam req.)

Case Manager I (CM I)
The CM I determines initial and ongoing eligibility, monitors and maintains case files for a specific public assistance programs.
A or 4yrs. exp. and 4 weeks training (exam req.)

Social Program Supervisor
The Social Program Supervisor oversees the implementation of specialized programs, plans and develops procedures for program implementation and supervises staff.
B + 5yrs exp.

Income Maintenance Case Control Reviewer
The position conducts internal reviews of public assistance cases for purposes of quality control, computes budgets and calculates errors by category in accordance with state and federal coding standards.
HS + 5yrs as IMW3

The wages and career ladders are for specific employers and are not representative of all industries.
PUBLIC SERVICE
Career Ladder and Tools

Clerk Typist II
The Clerk Typist II performs various office and clerical, technical and professional task and operates as a positive and reputable representative of the Sheriff’s Office in a public service position.

- HS + 1yr. clerical exp.

Inmate Service Worker I
The Inmate Service Worker I provides social service information for the inmates housed at Summit County Jail, coordinates services and visitations, receives, records and releases inmate property, provides commissary to inmates and processes inmate mail and KITES.

- HS + 1yr. social work exp.

Jail Registrar I
The Jail Registrar I records bookings and releases for the corrections division of the Summit County Sheriff’s Office, updates charges, new bookings and inmate release information into the Jail Management System (JMS).

- HS + 1yr. work exp.

Jail Registrar II
The Jail Registrar II records bookings for the corrections division of the Summit County Sheriff’s Office, updates charges, new bookings and inmate release information into the JMS and trains and provides orientation for new Jail Registrar I’s.

- HS + related coursework or equiv. training/ exp.

Inmate Service Worker II
The Inmate Service Worker II provides social service information for the inmates housed at Summit County Jail, coordinates services and visitations, receives, records and releases inmate property, provides commissary to inmates, processes inmate mail and indigent KITES, trains and provides orientation for new Inmate Service Worker I’s.

- A + 1yr. social service work exp.

Sheriff Deputy
The Sheriff Deputy enforces laws, investigates crimes, provides security for correctional facilities, patrols assigned areas, serves individuals with summons, subpoenas, attachments and legal notices issued by courts, etc., and performs other related duties as required.

- HS + completion of Ohio Basic Peace Officer Training Program

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ENGINEERING & TECH
Career Ladder and Tools

**Wastewater Treatment Plant Operator in Training**
The Wastewater Treatment Plant Operator in Training assists with the operation of wastewater treatment plants, operates and performs minor maintenance on equipment and related accessories.

- HS + related coursework, valid driver’s license

**Wastewater Treatment Plant Operator I**
The Wastewater Treatment Plant Operator I operates and performs minor maintenance on equipment, takes samples throughout the treatment process and records information from various measuring devices.

- HS + related coursework, valid driver’s license

**Wastewater Treatment Plant Operator III**
The Wastewater Treatment Plant Operator III operates and performs maintenance on wastewater treatment equipment, takes samples, unloads chemicals into storage facilities and maintains records.

- HS; Class 1 Wastewater Treatment Operator’s License; valid driver’s license

**Wastewater Treatment Plant Operator II**
The Wastewater Treatment Plant Operator II operates and performs minor maintenance on wastewater treatment plant equipment, takes samples, unloads chemicals into storage facilities and maintains records.

- HS; Class 1 Wastewater Treatment Operator’s License; valid driver’s license

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### BANKING & FINANCE

#### Career Ladder and Tools

<table>
<thead>
<tr>
<th>Position</th>
<th>Description</th>
<th>Minimum Education</th>
<th>Additional Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Retail Personal Banker I</strong></td>
<td>The Retail Personal Banker Associate I uses the consultative sales process to identify and meet the financial needs of customers or prospects.</td>
<td>HS</td>
<td>B or equivalent exp.</td>
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<tr>
<td><strong>Customer Service Representative (CSR)</strong></td>
<td>The CSR provides excellent customer care to customers and refers them to the appropriate business partner during interaction and/or conversations.</td>
<td>HS</td>
<td></td>
</tr>
<tr>
<td><strong>Lead CSR / Teller</strong></td>
<td>The Lead CSR/ Teller performs the complex duties of the CSR, They promote good customer relations by consistently providing premier customer satisfaction, developing rapport and maintaining a position of trust and responsibility.</td>
<td>HS + 1yr. banking exp.</td>
<td></td>
</tr>
<tr>
<td><strong>Financial Center Manager</strong></td>
<td>The Financial Center Manager assists in the development of the employees by providing constructive feedback and challenging opportunities for employee growth, identify the financial needs of current and prospective customers and recommend solutions to meet those needs.</td>
<td>B</td>
<td>B + 2yrs. leadership exp.</td>
</tr>
</tbody>
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In collaboration with our partner, We Can Code It, Ignite offers the following training tracks for individuals interested in careers in information technology:

**CompTIA A+ 220-901 Exam Prep**
- Introduction to CompTIA A+ 220-901 Exam
- Hardware for CompTIA A+ 220-901 Exam
- Networking for CompTIA A+
- Mobile Devices for CompTIA A+
- Hardware & Network Troubleshooting

**CompTIA A+ 220-902 Exam Prep**
- Introduction to CompTIA A+ 220-902 Exam
- Windows Operating System for CompTIA A+
- Other Operating Systems for CompTIA A+
- Security for CompTIA A+
- Software Troubleshooting
- Operational Procedures for CompTIA A+

Courses will be offered in a hybrid learning environment with online and in-person sessions required.

No prerequisites are necessary, but basic knowledge of computer hardware and operating systems is recommended.
HEALTHCARE CERTIFICATION
Courses offered through our partners

About: Chelly's Nursing Review “CNR” is not just a comprehensive NCLEX® review course; we are a one stop shop for anything and everything nursing. Our diverse management team consists of seasoned individuals with more than 80 years of collective experience within the field of nursing and medicine. We deliver exceptional passage rates with a money back guarantee!

- NCLEX® Review
  CNR provides a wide range of services including:
  • NCLEX review for RNs & LPNs
  • Tutoring services for nursing students
  • Entrance exam preparation
  • HESI/ATI tutoring
  • Career/resume coaching services
  • Continuing professional advice and support throughout your career

**Fall Schedule (September- November):**
• Tuesdays from 3:30pm-7:30pm and every other Wednesday from 9am-2pm
• The Akron Urban League, 440 Vernon Odom Boulevard, Akron, OH 44307

Cost: $500 Traditional, $750 Untraditional
24-72 Days (up to 288 hours/6-9 months)
Students can enroll anytime throughout the year!
**Schedule is subject to change ***Scholarships may be available.***