



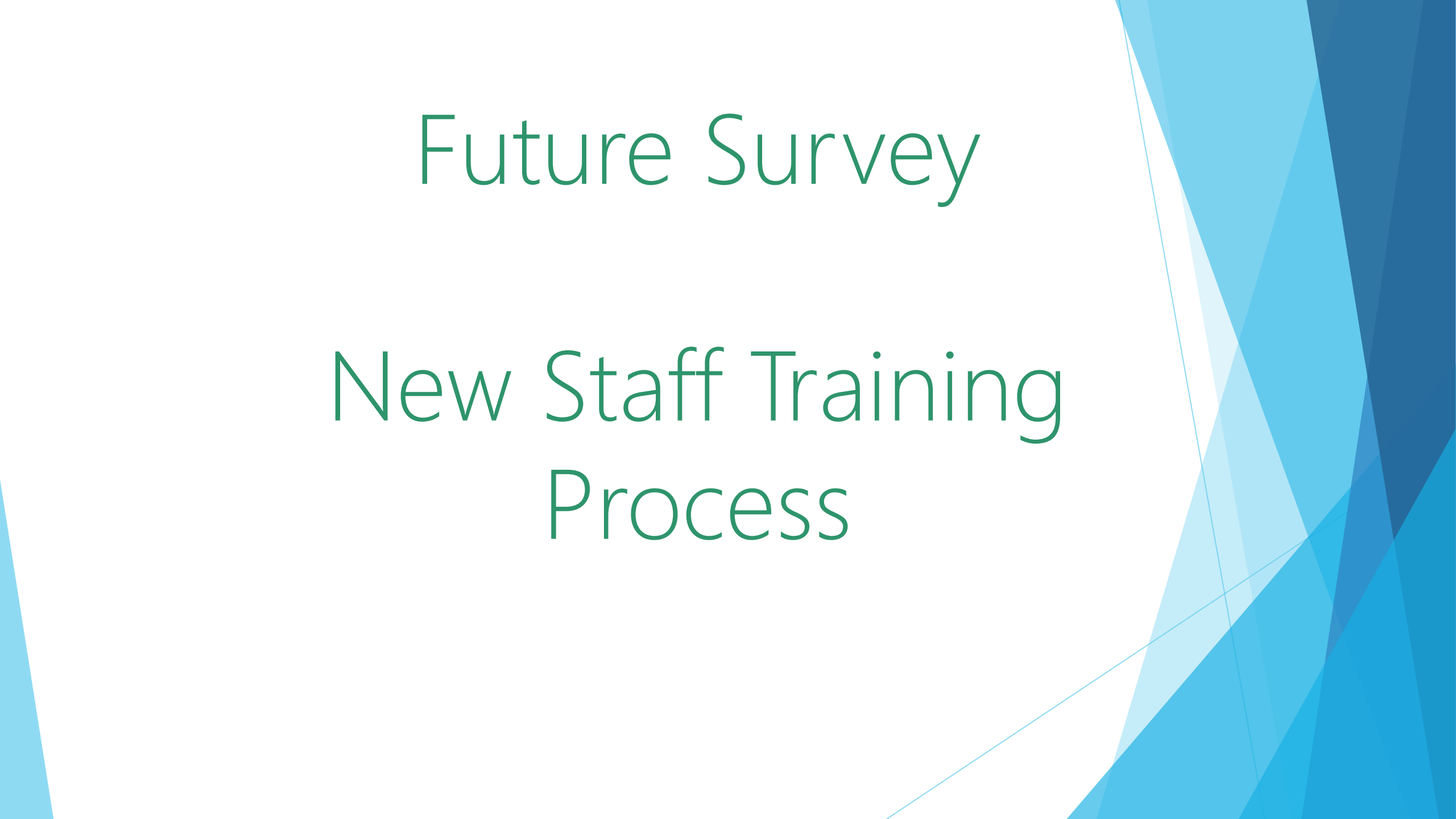
Training Clinic Update

NEW Training Center Hours - changes

- ▶ Day 1: 9:00 – 4:30 CT
- ▶ Day 2: 9:00 – 4:30 CT
- ▶ Day 3: 9:00 – 4:30 CT

There may be [rare instances](#) they may finish early or that times need to be adjusted ie. bad weather, illness, emergency

Plan on your staff to attend the full day as listed above.

The background features abstract, overlapping geometric shapes in various shades of blue, ranging from light sky blue to deep navy blue. These shapes are primarily located on the right side of the slide, creating a modern, dynamic feel.

Future Survey

New Staff Training Process

Coaching Staff

Current Staffing (LL, BV, FHS, Charles Drew, FS)

- 2 CPA Coaches
- 3 Clerk Coaches + 1 backup coach
- We are looking to increase our coaching staff

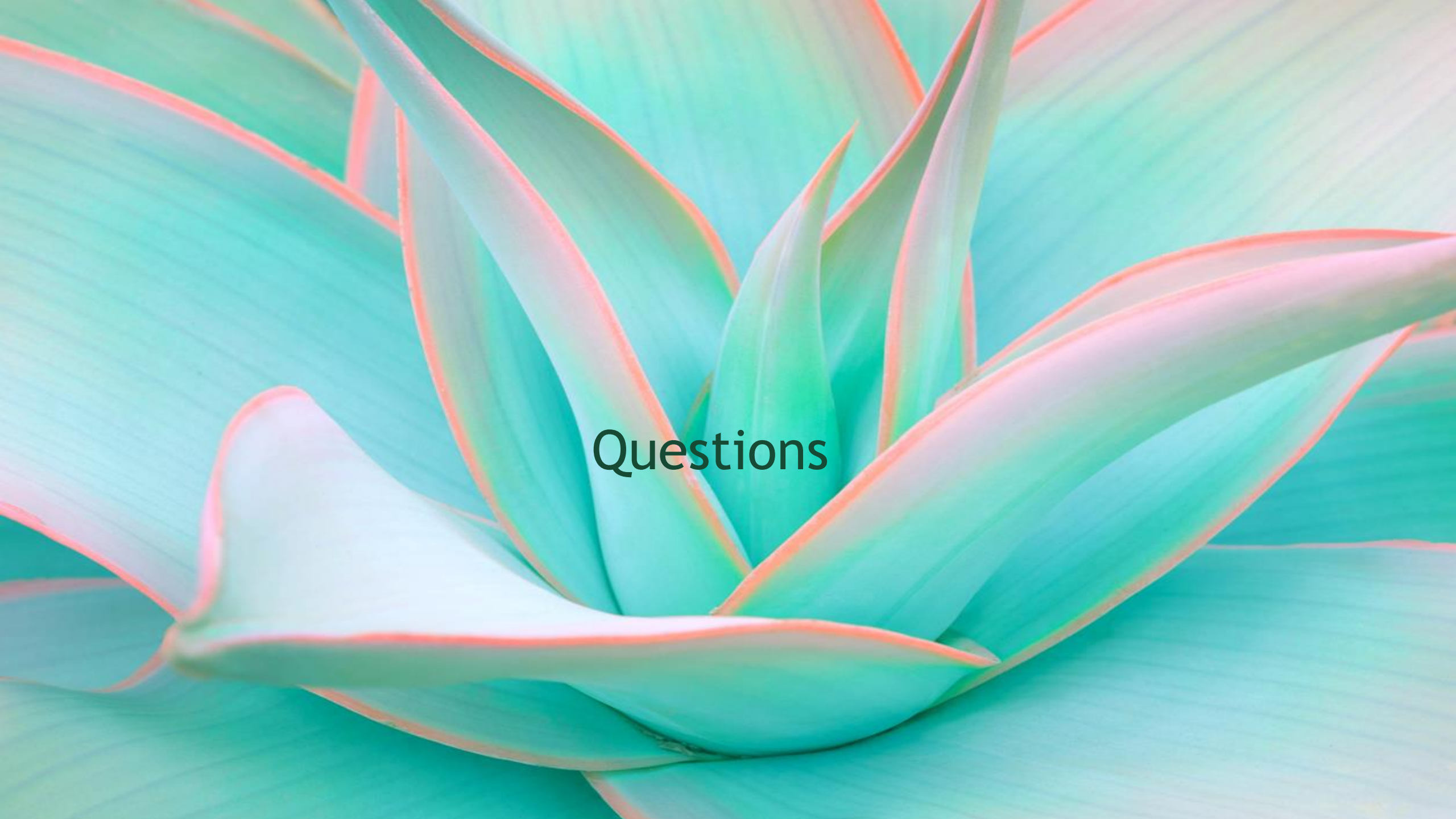
Requirements & Expectations for Training Center Participation

- ▶ Purpose of Training Center
 - ▶ Provide consistent training to all new staff on core duties performed by CPA and Clerks
 - ▶ Increase new staff ability to understand and perform their job duties
 - ▶ Decrease turnover and improve job satisfaction
 - ▶ TC teaches how to complete duties according to federal regulations, Nebraska WIC procedures and requirements
- ▶ Required attendance at TC for all new clerks and CPAs
 - ▶ Outlined in each local agency's subaward under Program Specific Requirements

Requirements & Expectations for Training Center Participation

▶ LA Responsibilities

- ▶ Ensure job applicants know and understand they will need to attend the Training Center (TC) after hired
- ▶ Ensure new and existing employees are aware of TC value, purpose and requirements
- ▶ Notify SA of new hires and schedule new employees
- ▶ Plan for trainee attendance for three full days
- ▶ Provide follow-up mentoring and training at home agency
- ▶ Learn and understand WIC procedures and requirements as taught at TC—to assure what is taught is followed at your LA



Questions