

Training Program Finder

Jobseekers can now search for upcoming, **no-cost** training programs or courses on CareerForceMN.com

The screenshot displays the CareerForceMN.com website interface. At the top, there is a navigation bar with the CareerForce logo and links for 'For Career Seekers', 'For Employers', and 'Online Tools'. A search bar is also present. Below the navigation bar is a large banner for 'Health Care Month: January 2022' with the text 'Learn how you can become a health care hero here' and a button 'Find fulfilling employment now'. Underneath the banner is a section titled 'How Can CareerForce Help You?' with three options: 'Unemployment Assistance', 'Jobs in Demand Now That Don't Require a Degree', and 'Veterans Resources'. Below this is a 'Job Search' section with a search bar and a 'Search Jobs' button. The 'Upcoming Events' section shows three events for 'MCH 24' (March 24, 2022) titled 'Job Search Appointment - In-Person, Phone, or Online' with a 'Learn more' link. The 'Explore Careers' section has a search bar and a 'Search' button. The 'Upcoming Training Programs' section shows three programs: 'Microsoft Desktop Administration - IT Career Lab (VIRTUAL)', 'Medical Office Support Training', and 'Professional Leadership Training', each with a 'Learn more' link.

Training Program Finder

Training courses and/or programs can be searched by:

- Keyword
- Location
- Start Date

The screenshot shows the CareerForce website's Training Programs Finder interface. At the top, the CareerForce logo is on the left, and navigation links for 'For Career Seekers', 'For Employers', and 'Online Tools' are on the right. A search bar labeled 'Search CareerForce' is also present. Below the navigation is a blue banner with the text 'Training Programs'. Underneath the banner is a breadcrumb trail: 'Home > Training Programs'. A search filter section contains fields for 'Keyword', 'From', 'Less Than' (set to '40 mi'), and 'Starts On Or After' (set to 'mm/dd/yyyy'), with an 'Apply' button. Below the search filters, it says 'Displaying 1 - 15 of 18 programs'. The main content area displays six program cards in a grid. Each card includes a date badge (e.g., 'MON 24 Jan 2022'), a title, a brief description, a 'Learn more' link, and a 'Community Partner' or 'Proud Partner' logo.

Start Date	Program Name	Description	Duration	Partner
MON 24 Jan 2022	Medical Office Support Training	-This 8-week course trains students in knowledge and skills required for medical office support positions (patient scheduling/receptionist, front office/desk).	Jan 24, 2022 - Mar 18, 2022	Community Partner
MON 24 Jan 2022	Microsoft Desktop Administration - IT Career Lab (VIRTUAL)	Students participate in 6 weeks of virtual (Zoom-based) classroom instruction and guided lab work, online study, testing, and career transition workshops.	Jan 24, 2022 - Mar 10, 2022	Proud Partner CareerForce
TUE 25 Jan 2022	Professional Leadership Training	Are you looking to advance in your career? Do you want to explore the leadership opportunities available? In this 12 week online class students will learn:	Jan 25, 2022 - Apr 14, 2022	Proud Partner CareerForce
MON 31 Jan 2022	Health Care Core class	Adults can earn up to four college credits by taking this class through Adult Basic Education. Enrollment is open statewide!	Jan 31, 2022 - May 15, 2022	Community Partner
MON 31 Jan 2022	OSHA 30	This one-week, in-person program will teach you the skills and knowledge needed to gain their OSHA-30 safety credential.	Jan 31, 2022 - Feb 04, 2022	Proud Partner CareerForce
MON 31 Jan 2022	Paid Pre-Apprenticeship	Job Summary: Develop skills for green industry careers with other young adults (18-28) in a safe and professional manner through on-the-job training by completing community-based projects and curriculum.	Jan 31, 2022 - May 27, 2022	Proud Partner CareerForce

Training Program Finder

Training courses and/or programs will provide information on:

- Training Overview
- Dates
- Days and Times
- How to Participate
- Outcomes
- Eligibility requirements

Nursing Assistant Training

[Home](#) > [Training Programs](#) > Nursing Assistant Training

Nursing Assistant Training

Monday, January 3, 2022 to Friday, January 28, 2022

Monday
09:00 am-12:00 pm

Tuesday
09:00 am-12:00 pm

Wednesday
09:00 am-12:00 pm

Thursday
09:00 am-12:00 pm

General Description - Describe the training course in detail with coursework covered. Is the training offered online, in-person or both? Add information if this course is part of a larger training program.

[Like](#) | [Add to favorites](#) | [Share this](#) [f](#) [in](#) [t](#) [w](#) [e](#)

How to Participate

REQUIRED: Include eligibility requirements such as income status, race, gender, residence, employment status, etc.

Also include :

Are there pre-requisite courses that need to be taken?

Do you need to have a specific level for reading and math?

Are there information sessions to learn more about the course or program to register for? Include link to register.

Find Location

From Less Than

[Apply](#) [Reset](#)

Displaying 1 - 3 of 3 locations

CareerForce in Bloomington
4220 West Old Shakopee Road Suite 200
Bloomington, MN 55437
Phone: [952-703-7730](tel:952-703-7730) [Connect](#)

CareerForce in Burnsville
2800 County Road 42 West
Burnsville, MN 55337
Phone: [952-703-3100](tel:952-703-3100) [Connect](#)

CareerForce in Mankato
12 Civic Center Plaza Suite 1600A
Mankato, MN 56001
Phone: [507-344-2622](tel:507-344-2622) [Connect](#)

Adding Training Program Content

DEED and Partner Organization staff have access to add their own training content on CareerForceMN.com

Content to be added is for **no-cost** training, funded by programs such as:

- Pathways to Prosperity, Direct Appropriation and Adult Career Pathways
- Other state funded training grants
- Funding from city, county, or workforce development boards
- Foundation or other training grants

Adding Training Program Content

Partner organizations must have a content page and staff must have an account and be assigned the role of **Group Manager** for the organization to be able to add content.

- Individuals identified for this responsibility will need to have or create a staff/partner account on CareerForceMN.com
- Individuals who need Group Manager access will also need to email the help desk at careerforce@state.mn.us to request access and include their supervisor in the request after they have created the account.

Adding Content

Log into account and under My Organizations select Group – CareerForce Location or Partner Organization Name

CareerForce™
Minnesota's Career Resource

For Career Seekers For Employers Online Tools Search CareerForce

Lena Balk Test Account MY LOCATION st paul, MN 55101

Dashboard My Profile My Labor Market

My Favorites ☆
You haven't selected any favorites.

My Connections 🔄
You have no connections at this time.

Sent connections ➔
[Create CareerForce connection](#)
You have no connections at this time.

My Organizations 📁
[CareerForce](#)

My Favorite Organizations 📁

Quick Links 🔧

- [Add your Career Fair to our calendar or Attend a Career Fair](#)
- [COVID-19 Information for Businesses](#)
- [Essential Labor Market Information](#)
- [Meet Your Regional Team](#)
- [Virtual & Interactive Services for Employers](#)

Adding Content

Select Content

The screenshot displays the CareerForce website interface. At the top left is the CareerForce logo with the tagline "Minnesota's Career Resource". To the right are navigation links for "For Career Seekers", "For Employers", and "Online Tools", along with a search bar labeled "Search CareerForce". Below the logo is a breadcrumb trail: "Home > CareerForce". A navigation menu contains "View", "Content" (highlighted in yellow), "Locations", and "Connections". The main content area features a "CareerForce" heading, a paragraph about 50 state-wide locations, and a bulleted list of services: "Individuals start, advance or change their career", "Employers attract, develop and retain talent, and", and "Minnesota thrive economically". A "Connect With Us" button is visible next to the email address "CareerForce@state.mn.us". At the bottom, there are social media sharing options and a "Services" section with partially visible text.

Adding Content

Select Add new content

The screenshot shows the CareerForce website interface. At the top left is the CareerForce logo with the tagline "Minnesota's Career Resource". To the right are navigation links for "For Career Seekers", "For Employers", and "Online Tools", along with a search bar labeled "Search CareerForce". Below this is a blue banner with the text "CareerForce Content". Underneath the banner is a breadcrumb trail: "Home > CareerForce > Content". Below the breadcrumb are tabs for "View", "Content", "Locations", and "Connections". The "Content" tab is active, and a button labeled "+ Add new content" is highlighted with a yellow box. Below the navigation is a search and filter area with a "Title" input field, "Published Status" and "Type" dropdown menus (both set to "- Any -"), and an "Apply" button. At the bottom left of the page, the word "Content" is displayed.

Adding Content

Start added content to fields including:

- Title
- Body
- Dates
- Program Days
- Outcomes
- SOC Code
- Contact Name
- Phone/Email
- Program Costs

* Items marked with a red asterisk are required fields

Add CareerForce Location: Group node (Training Program)

Home > CareerForce > Content > Add new content > Add CareerForce Location: Group node (Training Program)

Title *

Body *

Text format: Full HTML

Enter a description of the Training Program

DATES *

Start date *
mm / dd / yyyy

End date *
mm / dd / yyyy

Please select the dates that this Training Program is available

PROGRAM DAYS OF THE WEEK *

Please select the days of the week and the time per day that this Training Program is available

	FROM	TO	COMMENT	OPERATIONS
Monday	---:-- 0	---:-- 0		Add time slot Copy last day
Tuesday	---:-- 0	---:-- 0		Add time slot Copy previous day
Wednesday	---:-- 0	---:-- 0		Add time slot Copy previous day
Thursday	---:-- 0	---:-- 0		Add time slot Copy previous day
Friday	---:-- 0	---:-- 0		Add time slot Copy previous day
Saturday	---:-- 0	---:-- 0		Add time slot Copy previous day
Sunday	---:-- 0	---:-- 0		Add time slot Copy previous day

Last save
Author:
Revisior
Briefly do

Training Program Content

Content to add will include:

- Title – Name of training course or program.
- Body – Description of the program.
- Dates – Start date and end date of course. **Course will be displayed on the website until the start date has passed.**
- Program Times/Days of the Week
- How to Participate - Eligibility requirements and prerequisites for the course
- Outcomes - certificates, licenses or other credentials received upon completion
- Occupational titles
- Contact Name, Phone and Email
- Program Costs - Make sure it is clear that the training is FREE for those who meet eligibility requirements.

Adding Content

After adding all the content please mark it for review and select save.

Save as: Review ▾

Save

Adding Content

Select the location or locations the training will occur or is associated with.

Make *Advanced Google Analytics* available to these locations.

[Select All](#) | [Select None](#)

<input checked="" type="checkbox"/> CareerForce In Bemidji	<input checked="" type="checkbox"/> CareerForce In Thief River Falls
<input checked="" type="checkbox"/> CareerForce In Alexandria	<input checked="" type="checkbox"/> CareerForce In Albert Lea
<input checked="" type="checkbox"/> CareerForce In Blaine	<input checked="" type="checkbox"/> CareerForce In Austin
<input checked="" type="checkbox"/> CareerForce In Bloomington	<input checked="" type="checkbox"/> CareerForce In Brainerd
<input checked="" type="checkbox"/> CareerForce In Brooklyn Park	<input checked="" type="checkbox"/> CareerForce In Burnsville
<input checked="" type="checkbox"/> CareerForce In Cambridge	<input checked="" type="checkbox"/> CareerForce In Cloquet
<input checked="" type="checkbox"/> CareerForce In Crookston	<input checked="" type="checkbox"/> CareerForce In Detroit Lakes
<input checked="" type="checkbox"/> CareerForce In Duluth	<input checked="" type="checkbox"/> CareerForce In Fairmont
<input checked="" type="checkbox"/> CareerForce In Faribault	<input checked="" type="checkbox"/> CareerForce In Fergus Falls
<input checked="" type="checkbox"/> CareerForce In Grand Rapids	<input checked="" type="checkbox"/> CareerForce In Hibbing
<input checked="" type="checkbox"/> CareerForce In Hutchinson	<input checked="" type="checkbox"/> CareerForce In International Falls
<input checked="" type="checkbox"/> CareerForce In Litchfield	<input checked="" type="checkbox"/> CareerForce In Little Falls
<input checked="" type="checkbox"/> CareerForce In Mankato	<input checked="" type="checkbox"/> CareerForce In Marshall
<input checked="" type="checkbox"/> CareerForce In Minneapolis North	<input checked="" type="checkbox"/> CareerForce In Minneapolis South
<input checked="" type="checkbox"/> CareerForce In Montevideo	<input checked="" type="checkbox"/> CareerForce In Monticello
<input checked="" type="checkbox"/> CareerForce In Moorhead	<input checked="" type="checkbox"/> CareerForce In Mora
<input checked="" type="checkbox"/> CareerForce In New Ulm	<input checked="" type="checkbox"/> CareerForce In North Saint Paul
<input checked="" type="checkbox"/> CareerForce In Saint Paul	<input checked="" type="checkbox"/> CareerForce In Red Wing
<input checked="" type="checkbox"/> CareerForce In Rochester	<input checked="" type="checkbox"/> CareerForce In Roseau
<input checked="" type="checkbox"/> CareerForce In Shakopee	<input checked="" type="checkbox"/> CareerForce In Saint Cloud
<input checked="" type="checkbox"/> CareerForce In Virginia	<input checked="" type="checkbox"/> CareerForce In Wadena
<input checked="" type="checkbox"/> CareerForce In Cottage Grove	<input checked="" type="checkbox"/> CareerForce In Forest Lake
<input checked="" type="checkbox"/> CareerForce In Woodbury	<input checked="" type="checkbox"/> CareerForce In West Saint Paul
<input checked="" type="checkbox"/> CareerForce In Willmar	<input checked="" type="checkbox"/> CareerForce In Winona
<input type="checkbox"/> CareerForce In Worthington	<input checked="" type="checkbox"/> CareerForce In Chaska
<input checked="" type="checkbox"/> CareerForce From Anywhere	

Adding Content

Once the content is submitted it is reviewed by the CareerForce Help Desk. Once approved it is published to the site on the location page and is available to be searched in the Training Program Finder.

International Institute of Minnesota

The Institute delivers services and resources to assist New Americans in the transition to a new life leading to economic self-sufficiency. Working together, New Americans, volunteers, and staff create not only a new home, but also a new future for those who have been displaced. From language learning and job training to citizenship classes and the celebration of cultural traditions, the Institute offers New Americans a pathway for a strong start to a new life in our community – something we all benefit from.

Mission

Helping New Americans achieve self-sufficiency and full membership in American life.

The Institute supports this mission by providing linguistically and culturally accessible services that enable every New American to work toward achieving full community participation and self-sufficiency.

Address: 1694 Como Avenue, Saint Paul, MN 55108
Phone: Main: 651-647-9191
Website: <https://iimm.org/>

Programs & Services

Get on a rewarding path to career success with our Partners

We want you to be successful finding a meaningful career and securing long-term family-sustaining wages.

Our services are tailored to meet your specific needs, including:

[Learn more](#)

Start Your Career

Training Programs

- Professional Leadership Training** (TUE 25 Jan 2022)
Are you looking to advance in your career? Do you want to explore the leadership opportunities available?
In this 12 week online class students will learn:
Jan 25, 2022 - Apr 14, 2022
[Learn more](#)
- Housekeeping Training** (MON 21 Feb 2022)
Students in this class will gain the language and practical skills needed to be successful in a housekeeping job. This class contains content in hotel and healthcare housekeeping. Students will learn:
Feb 21, 2022 - Apr 01, 2022
[Learn more](#)

CareerForce
Minnesota's Career Resource

For Career Seekers For Employers Online Tools Search CareerForce

Training Programs

Home > Training Programs

Keyword: From: Less Than: 40 mi Starts On Or After: mm/dd/yyyy [Apply](#)

Displaying 1 - 15 of 18 programs

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This 8-week course trains students in knowledge and skills required for medical office support positions (patient scheduling/receptionist, front office/desk).
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[Learn more](#)
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Adults can earn up to four college credits by taking this class through Adult Basic Education.
Enrollment is open statewide!
Jan 31, 2022 - May 15, 2022
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- OSHA 30** (MON 31 Jan 2022)
This one-week, in-person program will teach you the skills and knowledge needed to gain their OSHA-30 safety credential.
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- Paid Pre-Apprenticeship** (MON 31 Jan 2022)
Job Summary: Develop skills for green industry careers with other young adults (18-25) in a safe and professional manner through on-the-job training by completing community-based projects and curriculum.
Jan 31, 2022 - May 27, 2022
[Learn more](#)

Adding Content

- . Steps to add training program content is available in the Training Program Content Guide located on the Staff and Partner Page on CareerforceMN.com at <https://www.careerforcemn.com/node/58020>
- . Questions related to the process or access can be sent to careerforce@state.mn.us or call the CareerForce Information and Assistance Line at 651-259-7500



Thank You!

Lena Balk

Help Desk and
Employer Services
Manager

651-259-7594

lena.balk@state.mn.us

CareerForce Information and
Assistance Line

651-259-7500

careerforce@state.mn.us