

CREATING OPPORTUNITIES WITH GCCC

Opportunity Creation 1

Select your method of choice

SchoolLinks

Create a job opportunity on SchoolLinks by creating an account or receiving a link from the Work-Based Learning Coordinator.

WBL Coordinator

Contact the WBL coordinator with a job description and expectations for the potential employee.

Visit/Shadow

Have students attend a walk-through of your facility, or come to GCCC and present to students.

Scheduling 2

Work with the student and GCCC to develop a start date, weekly schedule, and potential end date.

Learning Agreement 3

SchoolLinks

Once the opportunity is created, employers are asked to log into SchoolLinks and accept or decline the learning agreement located on their dashboard under "To Do List"

Review 4

Once, every 5 weeks you will be sent a review form for the student. I will attach a due date with this. Please fill this out with the student and return it to the WBL coordinator.

Time Sheets 5

Student

Students submit time sheets to SchoolLinks every 2 weeks.

Employer

You will receive an email requesting you to verify or decline those hours by clicking an accept or decline button.

End of the Year

Hiring Fair

In April, employers are invited to come and participate in hiring soon to graduate students or Juniors looking to start their placement for summer and senior year. Contact the WBL Coordinator for a spot in the event.

Signing Day

Current employers are invited to participate in signing day. A ceremonial signing of students to full time employment upon graduation. We have snacks, families, and media coverage for the event. Please join us if you are looking to continue employing our student after graduation.



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