Department of Education

P. O. Box 2120 Richmond, Virginia 23216-2120

CAREER AND TECHNICAL EDUCATION MEMO NO. 167-20

**DATE:** October 8, 2020

**TO:** CTE Administrators

**FROM:** George R. Willcox, Director, Operations and Accountability Office of Career, Technical, and Adult Education

# SUBJECT: Announcing 2020 Fall Trade and Industrial Education Virtual Professional Development Workshops

The Virginia Department of Education (VDOE), Office of Career, Technical, and Adult Education is pleased to offer five in-depth virtual professional development workshops as described below:

## **Manufacturing Skills Institute (MSI) Manufacturing Technician Level 1 (MT1) Train-the-Trainer Course**

Workshop 1: November 4-6

Time: 8 a.m. – 5 p.m.

Trainer: Dr. Victor Gray, Executive Director

Description: The MT1 certification course is an intensive three-day virtual [train-the-trainer program](http://manufacturingskillsinstitute.org/manufacturing-technician-training/) designed to teach instructors how to deliver the MT1 Action Learning Lab in a modular or customized format. MSI will also provide a recording of the three-day training for the MSI Learning Management System.

This training is for currently licensed trade and industrial education instructors of Precision Machining, Electronics, Industrial Robotics Technology, and Industrial Maintenance Technology.

## **Occupational Safety and Health Administration (OSHA) 500 - Construction Industry Standards**

Workshop 2: October 20-23  
 December 8-11

Trainers: West Virginia University OSHA Certified Faculty

Time: 8 a.m. – 5 p.m.

Description: The OSHA 500 virtual course is designed for Virginia trade and industrial education building trades, cabinetmaking, carpentry, electricity, masonry, plumbing, and other related CTE instructors. To participate in the OSHA 500 course, instructors must bring proof of completion for the prerequisite OSHA 510 course and have five years of construction safety experience. Completion of the OSHA 500 authorizes the trainer to conduct 10- and 30-hour construction courses in accordance with OSHA Outreach Training Program requirements for four years.

## **Occupational Safety and Health Administration (OSHA) General Industry Standards Trainer Courses**

Workshop 3: November 17-20 – General Industry Standards (OSHA 511 Course)

Workshop 4: December 14-17 – General Industry Train-the-Trainer (OSHA 501 Course)

Time: 8 a.m. – 5 p.m.

Trainers: West Virginia University OSHA Certified Faculty

Description: The OSHA 511 and 501 virtual courses are designed for Virginia trade and industrial education automotive, barbering, cosmetology, criminal justice, firefighting, graphic imaging, nail technician, public safety, and other related CTE educators who choose to pursue the OSHA General Industry certification. To participate in the OSHA 501 course, instructors must bring proof of completion for the prerequisite OSHA 511 course and have five years general industry safety experience. Completion of the OSHA 501 authorizes the trainer to conduct 10- and 30-hour General Industry courses in accordance with OSHA Outreach Training Program requirements for four years.

Participants will be digital copies of the OSHA 501 instructional materials and over 80 PowerPoint presentations on the OSHA construction standards.

## **Occupational Safety and Health Administration (OSHA) Alternative Training Delivery Course**

Workshop 5: November 2

November 6

Time: 10 – 11:30 a.m.

Description: Teachers will complete the OSHA exception requests and access course related materials to deliver the Construction or General Industry OSHA 10 and 30-hour training courses in a virtual format. Course also includes OSHA Outreach Training Program PowerPoints, training materials and evaluation tools. Current Construction and General Industry Authorized Outreach Trainers that have successfully completed the OSHA 500, OSHA 502, OSHA 501, or OSHA 503 in the last four years are eligible to participate.

Trade and Industrial Education teachers are encouraged to preregister early using the online [registration form](https://www.surveymonkey.com/r/5P9XHTH), as space is limited. Registration must be submitted by October 19, 2020. There is no registration fee for the workshops. The VDOE will provide workshop trainers and instructional materials. Participants are responsible for all technology related hardware to include a computer and webcam, and each participant must have access to the Internet.

If you have any questions, please contact J. Anthony Williams, Curriculum and Instruction Coordinator, Office of Career, Technical, and Adult Education, at [cte@doe.virginia.gov](mailto:cte@doe.virginia.gov) or by telephone at (804) 225-3119.

GRW/aar