Workforce Resource Guide for Employers
The Avondale Internship program aims to connect local businesses in the Avondale Community with a talented pool of motivated high school students. Students are eager to explore career-related employment that offers the opportunity to apply the knowledge, skills and abilities developed in the classroom in a professional environment.

If you are interested in developing a partnership with Avondale School District and the Avondale Internship Program please contact:

Andrew Maurer  
248.537.6147  
andrew.maurer@avondale.k12.mi.us
Baker College is committed to preparing our students for employment. We offer lifetime employment assistance to all graduates. Our HireQualified.com brand offers free recruiting services to employers. HireQualified.com allows employers to create an online account, post available positions and tap into our specially trained students and alumni in the fields of business, health, education, human service, engineering/technology, and computer information systems. We have candidates for full-time positions, part-time positions, and internships.

The Work Experience (Intern) Program at Baker College works to prepare students for the transition from classroom to employment. The Career Services staff assists students and employers in finding a good match for their needs. Internships range from 120 hours – 160 hours and include both fieldwork and an academic course. Students gain valuable work experience, four academic credits and employers provide supervision and mentorship.
An innovator and leader in quality degree programs that are tailored to the unique needs of working students, CMU’s Global Campus has over 50 locations across North America and offers degree programs in compressed terms. Whether it’s an undergraduate degree program, a master’s degree, a specialist degree or doctorate, CMU has what working students need:

- Quality degrees from an accredited university
- 6 metro locations: Auburn Hills, Clinton Twp., Dearborn, Southfield, Warren and Troy
- Online and traditional face to face offerings
- Flexible formats designed for the adult learner
- Accelerated course terms

**2 new degree offerings in 2014!**
- Bachelor of Science in Engineering Technology – Industrial Technology Management: Computer Aided Product Design (Now Open)
- MSA Degree in Engineering Management (Fall 2014)

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**Programs Offered at the Auburn Hills Center**

**Bachelor of Applied Arts, Major in Administration**

**Bachelor of Science**
- Major in Administration
- Major in Integrated Leadership Studies
- Major in Psychology
- Option in Community Development
  - Community Services
  - Health Sciences
  - Public Administration

**Master of Arts in Counseling**
- Professional Counseling
- School Counseling

**Graduate Certificates**
- Health Services Administration
- Human Resources Administration
- Information Resource Management
- International Administration
- Leadership
- Engineering Management
- Public Administration

**Master of Science in Administration**
- Health Services Administration
- Engineering Management
- Human Resources Administration
- Information Resource Management
- International Administration
- Leadership
- Public Administration
ITT Technical Institutes build relationships with local, regional and national employers to help benefit both the employers and ITT Tech graduates. The Career Services Department at each ITT Tech connects employers who are seeking certain skills, knowledge and characteristics in prospective employees with ITT Tech graduates who meet those requirements.

Working with the Career Services Department can benefit the employers and help ITT Tech graduates pursue careers involving their programs of study. A close working relationship with employers helps the ITT Technical Institutes keep current on employment needs and opportunities. ITT Tech offers education designed around today’s workplace—please contact us today to learn more about how your firm could benefit from a relationship with the Career Services Department at ITT Technical Institute.

The ITT Technical Institutes welcome employer interest and participation in the following:

- Panels, workshops and other professional development events offered at or by ITT Technical Institutes.
- Classroom presentations regarding the economy, the industry, or the community.
- Employment interviews, both on and off campus.
- Field trips to the employer’s facilities.
- Informational interviews.
- Company information sessions.
- Career fairs.

Contact: Linda Watson
248.524.1800 Ext. 221
lwatson@itt-tech.edu
Business Services
- Talent Recruitment
- Candidate Pre-Screening
- Workforce Assessment
- Training Support
- Pure Michigan Talent Connect
- mitalent.org
- Labor Market Information
- Business Attraction & Development
- Hiring Incentives
- Layoff Support & Early Warning Systems
- Networks to Partners

Talent Services
- Job Search Resources
- Pure Michigan Talent Connect – Create a Resume, Job Search
- Technology – Social Media
- Workshops & Events
- Career Management
- Training Programs
- Education Resources
- Veterans Services

Other Resources
- MITradeSchool.org
- AdvantageOakland.com
- Emerging Sectors Skills Needs Assessment
- Oakland County Apprenticeship Book

Oakland County is one of 25 agencies in Michigan providing FREE workforce services to businesses and talent in eight locations. Every day, more than 1,200 people visit Oakland County Michigan Works!

Employers and job seekers will find electronically-linked career centers around Oakland County designed to provide convenient, one-stop access to job training programs and services.

Funded By:
Oakland County Workforce Development Board
Oakland County Executive, L. Brooks Patterson
Workforce Development Agency, State of Michigan
EEO Program & Employer - Aids & Auxiliary Services
TTY 711 or 1.800.649.3777

Contacts:
Laura Robb
248.691.8437
lrobb@oakparkcareercenter.org

Dorthy Huddleston
248.276.5997

Oakland County MI Works!
One stop access to workforce services at no charge.
Connect with us on Social Media!
Facebook: OaklandMIWorks
Twitter: OaklandCountyMIWorks
Business Services:
With industry-relevant programs uniquely delivered through classroom, online, and experiential learning opportunities, employers of Northwood University graduates are unanimous in their praise. You can expect the following from our Career Services Department as we help you find the right fit for your team:
- Visibility Programs: on-site opportunities, print, and social media
- Digital Job and Internship Postings
- On-Campus Interviewing
- Fairs and Networking Events
- Networking and Information Sessions
- Faculty Connections
- Early Talent Sourcing to develop your pipeline
- Personal Consultations to determine the best recruitment strategy

Talent Services:
Whether your focus is career planning, job hunting, professional development, or continuing education, our expert team of widely connected and experienced professionals is here to help you. As a student or alumnus you can expect the following to help you land the job of your dreams:
- Lifetime Career Services Assistance
- Internships
- Co-Ops
- Practicums
- Fieldwork
- Career Fairs
- Network Building Events
- Career Counseling
- Resume/Cover Letter Review
- Mock Interviews
- On-Campus Interviews
- Various Workshops
- Global Alumni Network Organization
- Alumni Mentorship Opportunities
- Online Job Search Resources
- Veterans Services

Contact: Allison Oudellette
248.649.7220
oudellett@northwood.edu

EDUCATIONAL OPPORTUNITIES:
- Bachelor of Business Administration
- Master of Business Administration
- Master of Science in Organizational Leadership
- Corporate Education Programs
SPECS HOWARD SCHOOL offers undergraduate programs of study in Broadcast Media Arts, Graphic Design and Digital Media Arts. The curricula at Specs Howard School focus on teaching students the skills and knowledge needed to work with industry equipment in job-related activities through a “hands-on” approach. Specs Howard students are continuously building confidence and increasing skill levels, while working toward achieving their ultimate goal: employment.

Specs Howard School is a private career school that takes an active interest in every student’s individual development. All faculty members have received college degrees in their areas of expertise and/or have worked extensively in those fields.

The Broadcast Media Arts (BMA) program provides hands-on training through supervised lab sessions in the Specs Howard School radio and television studios. BMA students refine skills in radio performance, news and commercial copywriting, television field production, audio and video production, and digital editing.

The Graphic Design (GFX) program provides hands-on training through supervised lab sessions in the Specs Howard School graphics labs. GFX students refine skills in basic graphic design principles, color theory, layout concepts, typography, copywriting, photography, motion graphics and web design.

The Digital Media Arts (DMA) program provides hands-on training through supervised lab sessions in the Specs Howard School media labs. DMA students refine skills in camera techniques, non-linear editing, media writing, and web design.

The SHS Career Services Department actively generates job leads and works individually with graduates to maximize their possibilities for timely and appropriate job placement. Utilize the services of our career services department for Prescreened Candidates, Entry level talent, Freelance Referrals, Experienced Professionals, On Campus Recruitment.

Contacts:
Nancy Shiner
248.358.9000
nshiner@specshoward.edu
In working with you, we will:
• Partner with you to identify the training needs of the organization or team
• Build training that addresses your strategic goals
• Tailor the content to your industry, organization and employees
• Offer flexible delivery options
• Create a custom solution that is affordable and convenient

How we customize:
• Meet with you to talk about your needs and objectives
• Propose a training solution that is specific to your needs
• Provide course descriptions as a starting point
• Work with you to ensure that content is added, changed or deleted as needed
• Provide opportunities for direct communication between instructors and clients
• Incorporate real-world scenarios and case studies from your customer
• Address your corporate culture and teach in a way that supports your employees
Oakland University is a vibrant academic community preparing tomorrow’s workforce, with over 20,000 students and more than 260 degree and certificate programs.

Applications to the School of Engineering and Computer Science lead all academic units at Oakland University, with an increase of 31.3% for freshmen and an increase of 13.2% for transfers.

Engineering and Computer Science Dean Louay Chamra has an open-door policy and enjoys learning about potential opportunities/partnerships with area businesses. Including this might be beneficial as well.

Talent Resources: OU’s School of Engineering and Computer Science offers internship and co-op opportunities at such companies as DTE Energy, Chrysler, General Dynamics, Siemens, Ford, Williams International, TACOM, General Motors, Faurecia, Rayconnect, Beaumont Hospital, Crittenton Hospital Medical Center, BMW, Diagnostic Instruments, Dassault Systemes, Beckman Coulter, Daimler, Kia Motors, AMT, Molex, NASA and Disney.

Employer Resources: Partnerships include Nabtesco Motion Control, DTE Energy, Chrysler, General Dynamics, Siemens, Ford, Williams International, TACOM, General Motors, Faurecia, Rayconnect, Beaumont Hospital, Crittenton Hospital Medical Center, BMW, Diagnostic Instruments, Dassault Systemes, Beckman Coulter, Daimler, Kia Motors, AMT, Molex, NASA and Disney.

The School of Engineering and Computer Science also has partnerships with universities in China, including Changchun University in Jilin, China. The School of Engineering and Computer Science works closely with OU INC, is a SmartZone Business Accelerator, in collaboration with the City of Rochester Hills, Michigan Economic Development Corporation (MEDC), and various industry partners.

OU INC’s focus is in the Energy, Medical Device, and Information Technology sectors. We provide entrepreneurial resources and strategic business solutions for developing business ventures and accelerating ideas to market. OU INC fosters a healthy environment for the growth of new start-up companies, and provides support for existing entities through its facility and business development resources.”

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rachner@oakland.edu