

**FOR IMMEDIATE RELEASE**

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**Free Professional Training & Development Program Classes Offered by Middlesex Chamber, New Option Available to Learn Online**

**MEDIA ALERT – MEDIA ALERT – MEDIA ALERT**

(**Middletown, CT.**) Chairman Jay Polke of the Middlesex County Chamber of Commerce announced that the chamber once again plans to offer the free “Professional Training & Development Program” in fall of 2018. This program which was established in 1986 has trained over 2,000 people since its inception and has received many state and national awards.

“We are excited to offer so many free classes for anyone who wants to improve their skillset in the workforce and are pleased to announce the ability for participants to take these courses virtually,” said Middlesex County Chamber of Commerce Workforce Director Lorenzo Marshall.

These programs are contingent on funding and free to the public, and are designed to provide individuals with the necessary skills to compete in the modern and evolving workforce. Classes will also be available live online, as well as in person.

An orientation for all interested participants and instructors will be held on Thursday, October 4, 2018 from 4 p.m. to 5:30 p.m. at Middlesex County Chamber of Commerce, 393 Main Street, Middletown.

**Classes offered include:**

- Grant Writing
- Business Writing
- Mastering the Art and Science of Negotiation
- Managing Yourself and Leading Others
- Identifying Opportunities in Market Trends
- Strategic Leadership
- QuickBooks
- Advanced Excel
- Advanced Word
- Learn the 4 Steps to Make Social Media Work for You
- Word Press / Insight Into Creating Your Own Website
- Career/Personal Coaching & Create your Digital Footprint

To schedule a pre-course appointment, or for more information, please contact Lorenzo Marshall at [860-347-6924](tel:8603476924) or [lorenzo@middlesexchamber.com](mailto:lorenzo@middlesexchamber.com).