



NEW!
Training
Opportunities!

TRAINING ON DEMAND

An Outlet When Time is Critical and
the Need for Training is Urgent!

Brought to you by Master Builders of Iowa

About MBI:

Master Builders of Iowa is a construction trade association and the recognized leader of Iowa's commercial construction industry. Founded in 1912, MBI is one of the Associated General Contractors of America's 89 chapters and conducts business on behalf of the industry following our mission statement *"to be the essential resource for improving member performance and promoting a business environment favorable to the construction industry."*

What is Training on Demand?

Training on Demand is an excellent concept that allows construction companies to provide training for their employees to best fit the company's schedule, and is a great way to reduce the need for employees to travel for training. Training on Demand courses can be planned to fit the schedule of your company and offered either as a private in-house program, or a public course opened to others from the industry.

The Benefits:

- Train your employees on your schedule
- Reduced training cost by avoiding travel and lodging
- Some training can be customized per the needs of your team
- Cost savings versus sending several people to a public course
- All training is tracked through the MBI Training Vault - *MBI Members Only*
- Master Builder Designation credits applied to all courses - *MBI Members Only*

It's Easy:

To utilize the MBI Training on Demand program, simply complete the enclosed request form indicating the course(s) that you would like to provide for your employees, a requested date or date range, where you would like to hold the training, and how many employees you think will attend. Email the completed Training on Demand request form to Tom Fulcher at TFulcher@MBI.build

NEW! Virtual Training Option

During these uncertain times with the COVID-19 pandemic, MBI can offer some Training-on-Demand courses virtually using a webinar or Zoom type platform (dependent upon the program and number of attendees). If you are interested in the availability of virtual training for the topic that you are considering, please indicate this using the checkbox on the request form.

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Master Builder Designation:

In an effort to recognize MBI member employees who believe in the importance of life-long learning and have demonstrated their desire for personal growth through their participation in the wide array of education and training activities offered by MBI, we offer the Master Builder Designation program. The Master Builder Designation recognizes those individuals who have demonstrated a work history in the commercial construction industry and are an active participant in the education and training offerings of MBI.

Each Training on Demand course offered through MBI will earn attendees employed by MBI members and enrolled in the Master Builder Designation program credits in the areas of Leadership, Project Management, Safety, Ecological, Ethics, or your choice of Electives. These credits will go toward the individual attaining the Master Builder Achievement Award.



GENERAL SAFETY

***Note:** Courses designated with an asterisk (*) can be used to help in a competent person designation, though the employer must designate a person as a “competent person.” Per OSHA regulations, no training provider can award this designation, it must be made by the employer.

Accident Investigations - 2 Hour Course

In this course you will get the information needed to effectively analyze an accident event by uncovering the cause of injury, and the primary and contributing factors that caused the accident. You will also develop skills that are needed in identifying root causes. Being able to identify root causes will lead to improvements in your safety management system. During the course you will learn why blaming and identifying who is at fault and disciplinary action is often not the correct way of solving accidents and can be irrelevant information when doing accident investigations.

Master Builder Designation: Safety - 2 Credits

Confined Space Awareness - 2 Hour Course

Working inside of a confined space exposes employees to many risks, including: toxic substances; electrocutions; explosions; and, asphyxiation. In this interactive session, we take a look at what employers and employees can do to provide a safe and healthy environment when working in confined spaces. In addition, we address the final rule that OSHA issued and went into effect on August 3, 2015 that provides construction workers with protections similar to those manufacturing and general industry workers have had for more than two decades, with some differences tailored to the construction industry.

Master Builder Designation: Safety - 2 Credits

Confined Space Rescue - 2 Hour Course

Working inside of a confined space exposes employees to many risks, including: toxic substances; electrocutions; explosions; and asphyxiation. When a worker is overcome by one of these hazards, their chance of survival may hinge on the level of planning and training that has been done prior to entering the space. In this interactive and hands-on course, you will learn the different options for confined space rescue and how to best prepare for a rescue prior to an employee entering the space.

Master Builder Designation: Safety - 2 Credits

Customized Company Safety Day - Hours Will Vary

Companies celebrate a wide variety of different things throughout the year: milestones reached, goals that have been achieved, or just overall successes along the way. However, when's the last time you heard about a company that celebrated safety? In this new offering, our safety team will help you plan, develop, and implement a "Safety Day" for your company, in a way that is customized to meet your company's needs and culture. Safety Days are a great way to incorporate required trainings, improve overall employee morale, and provide an environment for the entire company to interact. Since management/leadership involvement is the most crucial part of any company's safety culture, what better way to show your employee's their well-being matters than investing in a day to further educate/celebrate their achievements with safety?

Master Builder Designation: Determined by the amount and type of training provided

Distracted Driving is Never Worth It! - 1 Hour Course

We hear about distracted driving accidents almost every day, but driving distracted is no accident. Instead, it's a choice people make when they get behind the wheel. It's time to change our way of thinking. In this presentation, we'll discuss the epidemic of distracted driving, focusing particularly on issues in the commercial industry. We'll also offer suggestions on how employers can create, adopt, and enforce a cell phone safety policy.

Master Builder Designation: Safety - 1 Credit

GENERAL SAFETY

Emergency Planning - 1 Hour Course

Do you have a plan for the unexpected? Have you determined what to do if there was a disaster, unexpected storm, a public demonstration, an active shooter on or near your work site? Not having a plan can lead to chaos, workers not knowing where they should go, and informing those people who just briefly came onto the work site. If you do not have a proper plan you could be sending these people directly into the path of an emergency. This course we will discuss emergency preparation including Emergency Action Plans and learn how to prepare and react before, during, and after an emergency event or disaster.

Master Builder Designation: Safety - 1 Credit

Fall Protection - 2 Hour or 4 Hour Course Available

This course is recommended for all construction workers, especially those with supervisor and/or safety responsibilities. Attendees will learn the OSHA standard requirements for fall protection, fall hazard identification, how to develop an effective company fall protection program, and more. In addition, attendees will learn the types of fall hazards and the different types of fall arrest systems available, and proper application on a job site.

Master Builder Designation: Safety - 2 Credits or 4 Credits Depending on Length of Course

Hand & Power Tool Safety - 1 Hour Course

This course is recommended for inexperienced employees or as a refresher course for seasoned employees. It addresses the hand and power tools most widely used in the construction industry, their safe use, and maintenance.

Master Builder Designation: Safety - 1 Credit

Hazard Communication - 1 Hour Course

OSHA has modified the Hazard Communication Standard (HCS) to adopt the Globally Harmonized System (GHS) to improve workers' safety and health through more effective communications of chemical hazards. The harmonized format of the safety data sheets (SDS) will enable employers, workers, health professionals and emergency responders to access the information more efficiently and effectively, thus increasing their utility. OSHA requires that all employees are trained on the new label elements i.e., pictograms; hazard statements; precautionary statements and signal words; and SDS format.

Master Builder Designation: Safety - 1 Credit

Near Miss Reporting - 1 Hour Course

A near miss is an unplanned event that did not result in injury, illness or damage, but had the potential to do so. A faulty process or management systems is typically the root cause for a near miss. During this course, we will discuss why near miss reporting is important to every company, and also discuss how using positive near miss reporting can lead to safer workplaces.

Master Builder Designation: Safety - 1 Credit

OSHA 10 Hour Construction - 10 Hour Course

▶ The OSHA 10 Hour course was developed by OSHA in an effort to educate the construction industry on the OSHA requirements and is a critical first step of safety training for all employees. This course is designed for commercial and residential construction firms. Attendees of the class will walk away with knowledge of OSHA requirements, the importance of learning and adhering to proper safety procedures, as well as a practical understanding of why safety conscious behavior is so vital to all workers on the job site. Maximum 7½ hour contact time per day.

***Please note that this class will be scheduled for more than the 10 hours referenced in the title as OSHA requires 10 "contact hours". The scheduled time will factor in breaks and lunch where appropriate.*

Master Builder Designation: Safety - 7 Credits, Ecological - 3 Credits

▶ Courses designated with this symbol are OSHA classes. Students attending an OSHA 10 or 30-Hour course will receive a completion card from Iowa OSHA approximately four weeks after training completion. Students **MUST** attend all dates and hours course is offered to receive the completion card.

GENERAL SAFETY

OSHA 30 Hour Construction - 30 Hour Course

► This course is a necessity for anyone who is responsible for the safety and health of their employees. Many project owners, construction managers and general contractors require trained safety representatives with the OSHA 30 Hour knowledge and credentials to be available on job sites. Training includes an introduction to OSHA standards and the OSHA Act; general safety and health provisions; hazard communication; personal protective equipment/respiratory protection; fire protection and prevention material handling; rigging; welding and cutting; electrical; scaffolding; fall protection/stairway and ladders; cranes; excavations; confined space entry; safety economics; and more. In addition to a wealth of information, attendees will learn the most common OSHA violations and gain the confidence that they are creating a safer work environment. Maximum 7½ hour contact time per day.

***Please note that this class will be scheduled for more than the 30 hours referenced in the title as OSHA requires 30 “contact hours”. The scheduled time will factor in breaks and lunches where appropriate.*

Master Builder Designation: Safety - 15 Credits, Your Choice - 15 Credits

Personal Protective Equipment - 1 Hour Course

This course provides trainees with a comprehensive explanation of the specific use, inspection and maintenance of all types of PPE, including: head protection; eye and face protection; hearing protection; hand protection; foot protection; respiratory protection; fall protection; equipment; and safety nets.

Master Builder Designation: Safety - 1 Credit

► Courses designated with this symbol are OSHA classes. Students attending an OSHA 10 or 30-Hour course will receive a completion card from Iowa OSHA approximately four weeks after training completion. Students **MUST** attend all dates and hours course is offered to receive the completion card.

Pre-Planning for Safe Sites - 2 Hour Course

Often times contractors react to unplanned circumstances that occur during the course of a job. Pre-Planning for Safe Sites takes a look at what contractors should prepare for long before ever setting foot on the work site. The information and examples that will be provided will aid in realizing that if the contractor thinks of these situations ahead of time, they can prevent or minimize the unplanned circumstances as well as increase safety for those on the job site.

Master Builder Designation: Safety - 2 Credits

Qualified Rigger / Signal Person - 6 Hour Course

Correct rigging is essential to make the lift safe. Understanding how to calculate load weights, sling angles and knowing about wire rope are all critical for the rigger. In this course, we will learn the rejection criteria for wire rope and synthetic slings; inspection requirements; how to rig a stable load; and how to select the proper slings and hardware. Signal persons play key roles on a construction site. They are the crane operator's eyes and ears on the ground and have a major responsibility in guiding operations. This course focuses on the role and responsibility that signal persons have, performing proper hand signals for both mobile crane and tower crane operations and understanding voice commands.

Master Builder Designation: Safety - 6 Credits



GENERAL SAFETY

NEW! Road Work Safety - 1 Hour Course

Road workers are constantly exposed to numerous hazards in road work construction zones. In this course, we will look at the planning for worker safety in road work zones, whether it is a short term or long term operations. Drivers, employees on foot, and pedestrians must be able to see and understand proper routes. The Road Work Safety course will help contractors and their workers understand road work safety better and reduce and potentially eliminate injuries in road work zones.

Master Builder Designation: Safety - 1 Credit

***Note:** Courses designated with an asterisk (*) can be used to help in a competent person designation, though the employer must designate a person as a “competent person.” Per OSHA regulations, no training provider can award this designation, it must be made by the employer.

*** Scaffold User, and Competent Person - 2 Hour Course**

This course is designed to cover general scaffold requirements, tubular welded frame scaffold, mobile scaffold and requirements for the competent person. The regulation requires training for anyone who uses scaffolding. A competent person who is qualified in scaffolding must be designated by the employer to supervise scaffolding erection/dismantling/alteration and inspection of the scaffold system. The competent person must select only trained and experienced personnel to work under their supervision. This course will assist you in meeting these OSHA mandates and will provide a thorough knowledge of OSHA regulations and proper procedures when working with scaffolding.

Master Builder Designation: Safety - 2 Credits

Stairway & Ladder Safety - 1 Hour Course

This course will provide construction workers with a basic understanding of the OSHA standard as it pertains to stairway and ladder usage, as well as steps that should be taken to prevent job site injuries and fatalities due to their improper use.

Master Builder Designation: Safety - 1 Credit

Steel Erection Safety - 2 Hour Course

This course is designed to address the safety requirements for general contractors and steel erectors. General contractors who do not perform steel erection have specific requirements for safety procedures and the overall responsibility for safety on the job site. Proper safety procedures for steel erection involves project managers, superintendents, steel erectors, foremen and safety personnel. This course will address pre-planning, erection procedures and fall protection according to the OSHA requirements.

Master Builder Designation: Safety - 2 Credits

*** Trenching / Excavation Competent Person - 2 Hour or 4 Hour Course Available**

OSHA requires a “competent person” on site to determine the proper protective system and to perform daily inspections. Knowledge of OSHA’s excavation standard is one of the qualifications for becoming the “competent person.” This course is designed to familiarize workers with soil identification and testing, the recognition of excavation hazards, and how to select an appropriate protective system. This course is taught using real world examples that help the attendee apply the knowledge in a safe and reasonable fashion. The completion of this course provides safety awareness components for designating an individual as a “competent person.”

Master Builder Designation: Safety - 2 Credits or 4 Credits Depending on Length of Course

QUESTIONS?

If you have questions about any of these courses, or would like to schedule training, please contact Tom Fulcher at (515) 657-4395 / TFulcher@MBI.Build

EQUIPMENT

Equipment Operators - Hours Will Vary

Employers are required to train employees on any and all equipment that the employee will be expected to operate. These courses will provide trainees with in-depth instruction on applicable regulations and safe operation as well as extensive hands-on exercises. Each trainee's knowledge and skill level is evaluated and only those able to demonstrate an acceptable level of operational competence receive documentation of successful program completion. These courses will require the completion of an operator's reference manual that will be sent out 3 weeks prior to class. This class will include theory training, a theory evaluation, practical training, and a practical evaluation. This training also meets the highest level of regulatory compliance.

CSSI offers a 3 year operator training certification on the following equipment:

- Aerial Lift*
- Backhoe Loader
- Counterbalance forklift
- Front end Loader
- Rough terrain forklift
- Scissor lift*
- Skid steer loader

Each course will be a minimum of 8 hours depending on the number of attendees and their experience level.

***Training for these courses meets the training requirements under ANSI A92 for Mobile Elevating Work Platforms or MEWP's (Effective March 1, 2020).**

Master Builder Designation: Safety - 1 Credit for each full hour of training

Mobile Crane Operator Certification - 32 Hour Course

This five-day certification course can be customized for lattice boom, crawler crane, lattice boom truck crane, telescopic swing cab crane, or telescopic fixed cab crane operators. Included in this course is classroom instruction, written exams, and practical examination. This course is credentialed by the National Commission for the Certification of Crane Operators (NCCCO).

*Master Builder Designation: Project Management - 15 Credits, Safety - 15 Credits,
Your Choice - 2 Credits*

HEALTH AND WELLNESS

NEW! Addressing Mental Health Topics in the Workplace - 2 Hour Course

Suicide rates in the construction industry are the second highest among all occupations, four times higher than in the general population. This industry is high stress with demanding schedules, seasonal work, layoffs, long hours, frequent travel - that has high rates of alcohol and drug use sometimes due to injuries and chronic pain. Furthermore, stigma associated with mental health is a barrier to seeking treatment. Mental health is a personal issue and a work issue. It needs to be a part of the safety conversation. This program will help attendees recognize signs of suicidal behavior, what to say (and not to say), and application of workplace policies to mental health.

Master Builder Designation: Safety - 2 Credits

Adult First Aid / CPR / AED Certification - 4 Hour Course

The purpose of this course is to help participants identify and eliminate potentially hazardous conditions in their environment, recognize emergencies and make appropriate decisions for first aid care. It teaches skills that participants need to know in order to provide immediate care for a suddenly ill or injured person until more advanced medical care arrives to take over. In addition, this hands-on skills training prepares you to respond to breathing and cardiac emergencies, while teaching the skills and knowledge needed to provide care for victims of sudden cardiac arrest through the safe use of an Automated External Defibrillator (AED). Students who successfully complete this course will receive a certificate for Adult First Aid / CPR / AED, which is valid for two years. *This is a designated American Red Cross course.*

Master Builder Designation: Safety - 4 Credits

Asbestos Awareness - 2 Hour Course

This course is designed for employees who may encounter asbestos during construction activities and introduces attendees to the description and make-up of asbestos; the health risk to asbestos exposure; review of the OSHA and EPA asbestos regulations; identification of Asbestos Containing Materials (ACM); and what to do if suspected ACM is encountered on a job site.

Master Builder Designation: Ecological - 2 Credits

HEALTH AND WELLNESS

Drug Awareness/Recognition - 6 Hour Course

This course will teach your employees the warning signs and consequences of drug abuse. Areas discussed include how to identify different types of drug abuse and types of paraphernalia used to disguise or use illegal drugs. In addition, this course will provide you with the information that is needed for reasonable suspicion drug testing, as well as identifying the signs and symptoms of each drug category.

Master Builder Designation: Safety - 6 Credits

How Wellness, Safety, and Work Injury Intersect - 1 Hour Course

Improving employee wellbeing reduces the risk of injury and improves outcomes and recovery time for injured employees. Learn how wellbeing is more than just physical health and what employees and employers can do to enhance safety and reduce injuries in the workplace.

Master Builder Designation: Safety - 1 Credit

Individual Personnel Respirator Fit Testing - 1 or 2 Hour Course (Depending on Class Size)

Due to recent changes in the Code of Federal Regulations (CFR), OSHA is now enforcing additional items aimed towards employee protection. Some of the items we've seen recently in the news involve heavy emphasis on medical surveillance, as well as testing to ensure work site conditions are adequate for employees. When referencing things like silica, dust, asbestos, and gasses/fumes, sometimes the most logical step for an employer to protect their people is to provide personal protective equipment in the form of respirators. If this sounds like your company, do you know everything that is involved in requiring your employees to wear respirators on your job sites? Not only are companies now required to have a doctor's approval for their employees to wear respirators, they have to have documentation that a qualified 3rd party has "fit tested" the actual respirator selected to that individual employee. We will be training employees on hazards in their workplace, how to properly clean/maintain/store their respirators, when to change their filters/cartridges, and finish the class by performing a quantitative fit-test on the employees in attendance. Employees are required to have respirators selected/provided prior to holding this class.

Master Builder Designation: Ecological - 1 or 2 Credits Depending on Class Size

NEW! Infection Control – 1 Hour Course

Prior to, during, and following the COVID-19 pandemic, renovation and construction projects in healthcare environments pose unique infection control and life safety challenges for contractors and workers. This course will be an overview of the practical use of infection control risk assessments (ICRA) and management techniques for construction in a healthcare setting. It provides a basic understanding of the infection control risk assessment process as it applies to healthcare construction, as well as the practical use of ICRA tools, including containment, negative air, HEPA filtration, monitoring, and documentation techniques. The information, engineering controls, and documentation methods discussed in this course are also applicable to Clean Rooms, Data Rooms, and all Occupied Facility remodeling.

Master Builder Designation: Safety - 1 Credit

Lead Safe Renovator - 8 Hour Course

This course focuses on working safely with lead-based painted surfaces and is required by the State of Iowa and the EPA for anyone (for profit, or non-profit) working in or on pre-1978 housing and/or child-occupied facility. This includes, but is not limited to work such as: painting; siding; windows; gutters; roofing; flooring; countertops and cabinets; window treatments; garage doors; electrical; plumbing; HVAC and mechanical, maintenance workers; handyman services; landlords; specialty wiring, etc. Training certification must be renewed every three years by taking the 4-hour refresher course. This course is approved by the Iowa Plumbing and Mechanical Systems Board for 8 hours of continuing education credit.

Master Builder Designation: Ecological - 8 Credits

Lead Safe Renovator Refresher - 4 Hour Course

This course is for individuals that have already taken an approved lead-safe work practices course prior to February, 2010, and for individuals that need to renew their Lead Safe Renovator certification. This course is approved by the Iowa Plumbing & Mechanical Systems Board for 4 hours of continuing education credit.

Master Builder Designation: Ecological - 4 Credits

Silica Awareness - 3 Hour Course

Occupational exposure to respirable crystalline silica occurs when cutting, sawing, drilling, and crushing of concrete, brick, ceramic tiles, rock, and stone products. These respirable dust particles can penetrate deep into the lungs and cause disabling and sometimes fatal lung diseases, as well as kidney disease. OSHA has issued a final rule to limit workers' exposure to respirable crystalline silica. The final rule took effect on June 23, 2016 and all construction companies must be in compliance by September 23, 2017. This course will provide contractors with their obligations to control silica on job sites, and information on how to best comply with the silica standard to keep employees safe.

Master Builder Designation: Ecological - 3 Credits

HEALTH AND WELLNESS

Stress Busters - 1 Hour Course

Stress contributes and leads to many diseases and chronic illnesses. Learn tips and techniques to lower your stress you can do behind your desk, in your car, or wherever you may be. These quick and proven techniques can help lower your stress and get you on the path to better health.

Master Builder Designation: Safety - 1 Credit

Stretch & Flex - 2 Hour Course

On nearly every workers' compensation insurance company's top 10 most common claims list, overexertion is listed as #1. Overexertion occurs when a muscle is strained or a joint is forced to move beyond its typical range of motion. Without proper warming up each day, muscles and joints can become damaged when subjected to heavy use. Studies have proven that the "industrial athlete" (a construction worker) performs better and suffers less injuries when muscles and joints are warmed up before being put to use. Progressive construction companies have and are implementing "stretch & flex" programs to improve the well-being of their workforce and reduce overexertion injuries, both naturally lead to better performance by the individual and the company.

Master Builder Designation: Safety - 2 Credits

Understanding, Evaluating, and Controlling Noise Hazards - Basic - 3 Hour Course

This program will review the nature of sound, the way humans hear, and recognizing, identifying, and controlling noise hazards. All attendees will learn and practice how to use a Sound Level Meter, which they are able to keep. This training is designed for all levels of employees that work in construction environments. Supervisors and safety personnel should participate in this basic session before proceeding to the advanced course.

Master Builder Designation: Safety - 3 Credits

Understanding, Evaluating, and Controlling Noise Hazards - Advanced - 2 Hour Course

The Advanced tier is an extension of the basic tier and is designed for supervisors and safety personnel; modules in this tier include evaluating noise hazards and exposure, controlling noise hazards, monitoring the work environment and employees' exposure.

Master Builder Designation: Safety - 2 Credits

Workplace Financial Wellness - 1 Hour Course

This course will help employees understand the value of their workplace benefits and tips for how to utilize these benefits in their comprehensive financial picture. We will discuss creating a successful plan for their financial future and protecting against the unexpected.

Master Builder Designation: Your Choice - 1 Credit

Workplace Violence - Preparation Saves Lives! - 2 Hour Course

This course will provide attendees with valuable information regarding workplace violence. Topics covered will include recognition of potentially violent individuals, and information on how to effectively communicate and safely interact with individuals during stressful situations. The course will stress the importance of having a personal safety plan while in the workplace. Attendees will be given information on how to make simple changes in their daily routines that can improve their personal safety. Active shooter situations will be discussed and information will be given on what to do in the event the unthinkable happens.

Master Builder Designation: Safety - 2 Credits

Workplace Wellness and Employee Engagement - 1 Hour Course

Did you know 87% of the global workforce is considered “not engaged” or “actively disengaged,” and that there is a direct connection between employee well-being and employee engagement? Find out what can happen to your bottom line when you increase well-being and improve employee engagement. In this course, you will learn what true well-being means and see a demonstration of how utilizing the latest techniques to improve well-being and fun in the workplace that can benefit your company and employees.

Master Builder Designation: Your Choice - 1 Credit

GENERAL CONSTRUCTION / OFFICE

Advanced Blueprint Reading for Commercial Construction - 7 Hour Course

This course is a follow-up to MBI's Blueprint Reading for Commercial Construction and will present attendees with advanced plan reading skills as well as quantity take-off and estimating using the RSMeans Manual. The morning session will include an extensive concrete take-off activity and the afternoon session will include an extensive interior finishes take-off activity.

Master Builder Designation: Project Management - 7 Credits

Blueprint Reading – General Construction / Civil / Project Delivery Methods - 4 Hour Course

This course will provide the participant with an introduction to the life cycle of a construction project from project conception through design, construction, and project closeout. Participants will learn about project delivery methods, such as the traditional Design-Bid-Build, as well as alternative delivery methods, including Design-Build and Construction Management. Roles of the various parties in each delivery method will be discussed: owner, architect, engineer, contractor and subcontractor.

Master Builder Designation: Project Management - 3 Credits, Ecological - 1 Credit

Blueprint Reading - Architectural / Structural - 4 Hour Course

This course will focus on the reading and use of architectural and structural plans and specifications. Architectural and structural plan reading topics to be discussed include the following: standard symbols; plan organization; specification organization; standard architectural scales; architectural plan views; details; elevations and sections; architectural schedules; notes and symbols; structural foundation plans; plan reading for structural building systems including precast concrete, structural steel, site cast concrete and masonry.

Master Builder Designation: Project Management - 4 Credits

Blueprint Reading - Plumbing / Mechanical / Electrical - 6 Hour Course

This course will focus on the reading and use of mechanical, electrical and plumbing plans and specifications. Plan reading topics to be discussed include the following: standard symbols, plan organization, specification organization, mechanical systems, equipment, ductwork, and schedules, plumbing systems, equipment, piping, and schedules, electrical systems, equipment, wiring, conduit, one-line diagrams and schedules, electrical site plan, mechanical, plumbing and electrical details.

Master Builder Designation: Project Management - 6 Credits

Complete Your Brand: PR and Communications - 2 Hour Course

Perception is often reality when it comes to how consumers and potential employees see your business. Leverage existing marketing efforts with public relations and branding strategies to create a strong and cohesive brand for your business. From internal communications and engagement to community relations and media outreach, this course will cover various strategies and resources needed to create and maintain a positive brand image and take your business to the next level.

Master Builder Designation: Your Choice - 2 Credits

Customized Microsoft Outlook Training - 4 Hour Course

With Microsoft Outlook being the most widely used platform for email, calendars, documents, storing, sharing, and more, it is important to have everyone in your company on the same page regarding how to best utilize Outlook. This training program allows you to determine what aspects of Outlook you would like to be addressed as well as the opportunity to customize the training toward a particular audience within your company...PM's, superintendents, or office staff for example.



GENERAL CONSTRUCTION / OFFICE

Customized Microsoft Teams Training - 2 Hour Course

Microsoft Teams is the digital hub that brings conversations, content, collaboration, and apps together in one place. Users have the ability to communicate and collaborate with one or multiple individuals. In one platform, users have the ability to chat, store and collaborate with files, pin important applications, and conduct video/audio meetings. This training course will cover navigation and different functions of Teams to help your organization improve productivity. Based off of tenant settings, Microsoft Teams also has the functionality of working with guest users outside of the organization. Customize the training to highlight the specific functions of Teams you wish to address to your audience.

Master Builder Designation: Project Management - 2 Credits

Easy Ways to Improve Your Presentation and Networking Skills - 1 Hour Course

Presentation and networking skills are essential to career success. We don't network for the purpose of getting new business; they network in order to meet the needs of others. This makes networking work for everyone. Through vivid example and real-time demonstrations and practice, this presentation will cover various networking situations such as how to enter a conversation with a group, how to manage food and beverage, how to end a conversation, and how to politely dismiss yourself from a conversation. We'll also discuss six basic skills to building confidence in presentations.

Master Builder Designation: Leadership - 1 Credit

QUESTIONS?

If you have questions about any of these courses, or would like to schedule training, please contact Tom Fulcher at (515) 657-4395 / TFulcher@MBI.Build

Everything DiSC®: Management - 8 Hour Course

No two managers manage the same. But have you ever noticed that some people are easier to manage than others? Do you ever wonder why you seem to relate better with some of your employees than others? Or why developing, motivating, or delegating to certain employees is a breeze compared to other employees? Everything DiSC® Management is a simple management style assessment tool that offers information to help you understand your own management style better and how to better connect with people whose priorities and preferences differ from your own.

Master Builder Designation: Leadership - 8 Credits

Everything DiSC®: Productive Conflict Profile - 4 Hour Course

Workplace conflict is one of the most stressful, uncomfortable, and inevitable experiences people face in the workplace. Conflict may be influenced by an organization's culture, hierarchy, working styles, and every day human relationships. While conflict is an inevitable part of any working relationship, people's response to conflict is entirely in their control. By increasing self-awareness around conflict behaviors, Everything DiSC® Productive Conflict helps learners effectively respond to the uncomfortable and unavoidable challenges of workplace conflict. Everything DiSC® Productive Conflict offers highly personalized content that helps learners increase self-awareness around conflict behaviors and effectively respond to conflict situations.

Master Builder Designation: Leadership - 4 Credits

Everything DiSC®: Sales - 8 Hour Course

A good customer experience is worth its weight in gold. A bad customer experience, on the other hand, won't yield returning customers or positive recommendations. Today's customer expects more than a sales gimmick or well-rehearsed pitch for a product. They want a salesperson they can connect with, who understands them and their situation. Everything DiSC® Sales is a targeted assessment and facilitation that delves deeply into a salesperson's sale style, as well as understanding the drivers and priorities of a customer's buying style.

Master Builder Designation: Leadership - 8 Credits

Everything DiSC®: Work of Leaders - 8 Hour Course

Everything DiSC Work of Leaders® focuses on helping leaders understand their own leadership styles and how their tendencies influence their effectiveness in specific leadership situations. Everything DiSC Work of Leaders® is a targeted assessment and facilitation that delves deeply into the drivers and behavior continua of the three-step process. Each participant will receive a DiSC®-based profile that has been specifically prepared just for them. The profile includes their own unique DiSC style as well as their tendencies in every driver and behavioral continua.

Master Builder Designation: Leadership - 8 Credits

GENERAL CONSTRUCTION / OFFICE

Everything DiSC®: Workplace - 4 Hour Course

Sometimes we can feel like other people in our workplace just don't get us. This is bound to happen as different communication and work styles are thrown together to complete projects or lead teams. Everything DiSC® Workplace is a simple communication work style assessment tool that will shed some much-needed light on your situation. Learning about the DiSC styles of others can help you understand their priorities and how they may differ from you. Using this simple tool can help you improve the quality of your workplace to build more effective relationships by bridging the communication gap between styles.

Master Builder Designation: Leadership - 4 Credits

Five Behaviors: Personal Development - 8 Hour Course

Personal development was designed specifically to work for individuals; participants do not all need to be part of the same team. Rather, participants can carry the takeaways of this program from one team to the next, enabling a culture of teamwork. Learners at all levels of an organization can benefit from this program and adopt its powerful principals, shape behaviors, and create a common language that empowers people to rewrite what it means to work together.

Master Builder Designation: Leadership - 8 Credits

Gain the Advantage: Digital Marketing Strategies - 2 Hour Course

This course will focus on leveraging existing social media with digital marketing, including search engine optimization (SEO), search engine marketing (SEM), and programmatic display for maximum digital marketing potential. Learn how to use your website, video and keywords to create a cohesive marketing message, targeting your specific audience. These tips can be implemented for business marketing and employee recruitment efforts.

Master Builder Designation: Your Choice - 2 Credits

Green Building & LEED - 12 Hour Course

The primary goal of this course is to educate attendees on the principles of LEED and sustainable practices, as well as prepare attendees for success when taking the LEED Accreditation Exam. This course covers an introduction to sustainable design principles and concepts, an overview of the green building industry, and the application of the LEED Green Building Rating System. The instructor will provide a detailed analysis of the LEED Rating System, including a review of all categories, prerequisites, credits, points and submittals required for each credit. The course concludes with a LEED exam review that includes an open discussion and a practice exam.

Master Builder Designation: Ecological - 12 Credits

Instead of Conflict Resolution, Resolve to Make Conflict Productive - 2 Hour Course

Conflict doesn't need to be destructive to workplace performance or relationships. Teams who engage in productive conflict rely heavily on trust, and are better able to voice their opinions and concerns without fear, anxiety, or stress. Employees who participate in productive conflict are more likely to commit to change, hold themselves and others accountable to the goals of the team and company, and get results. This presentation will help learners effectively respond to the uncomfortable and inevitable challenges of workplace conflict. This program is designed to help curb destructive behaviors so that conflict can become productive, improving workplace relationships and business results.

Master Builder Designation: Leadership - 2 Credits

Microsoft Project - 12 Hour Course

As more and more organizations are moving to the cloud, it is valuable to provide training to end-users to accelerate user adoption and acceptance. In this course will take a deep dive into everything related to Microsoft 365 - Project including Managing with Project, Setting up a Project, Manual vs Auto Scheduling, Work Structure, Task Relationships, Defining Resources, Formatting Output, Reports, and much more! Following this in-depth course, your team will be much closer to a successful implementation of this power system.

Master Builder Designation: Project Management - 12 Credits

GENERAL CONSTRUCTION / OFFICE

Servant Leadership - 8 Hour Course

When we boil down all we know about good leadership, we are left with a two-word action plan...Meet Needs! In this presentation, you will learn the principles of an Eight Component Leadership Model to help you move leadership theory into actionable content and start leading — not by control, but by meeting needs. With content that is research-based and proven in the real world, delivery will be fast-paced and high-energy, combining storytelling, discussion, and activity.

Master Builder Designation: Leadership - 8 Credits

Start With the Basics - Social Media Marketing - 2 Hour Course

Social media can be a vital tool for any business when used strategically. This course will offer strategies for successful business marketing and employee recruitment using Facebook, Instagram, Twitter, and more. Explore various administrative platforms and tools used to target key audiences, implement marketing campaigns and analyze results. Also, gain a better understanding for the ways construction photos and videos can be used to boost social media efforts.

Master Builder Designation: Your Choice - 2 Credits

NEW! Video - The Cross Platform Tool for Truly Engaging Clients - 2 Hour Course

Using video to engage with customers is a trend that continues to surge and if you're not using video in your marketing and brand strategy, you're may be falling behind. Video is a cost-effective way to promote your brand and market your services. Effective across multiple platforms and channels, strategic use of video can give you the edge over your competition. In this presentation, you'll learn the current trends and best practices for putting video to use for your business.

Master Builder Designation: Your Choice - 2 Credits

CORPORATE/ EXECUTIVE

Business Owner Retirement Planning - 1 Hour Course

Designed for company owners who want to assure everything is in place when retirement approaches, this course will help them incorporate their business into their retirement income planning by determining what is needed to retire and how the business fits into that picture. We will also discuss how to select the best transition plan and how customize your retirement action plan.

Master Builder Designation: Leadership - 1 Credit

Business Succession Planning - 1 Hour Course

Designed for company owners who want to assure everything is in place when retirement approaches, this course will help them better understand the importance of having a plan, and thinking through the details around “who”, “when” and “for how much”. We will address things to consider when you sell or transfer your business, how much you will want for the business, and how to best determine who your successors will be.

Master Builder Designation: Leadership - 1 Credit

EEO & Respectful Workplace Training - 1 Hour Course

Consistent with recent EEOC efforts, this training incorporates required elements of anti-harassment and other equal employment opportunity basics, but also includes a special focus on respect and civility in the workplace, as well as implicit bias. Learn to recognize and use tools to combat implicit bias, best practices to promote respect and fairness in the workplace, improving workplace communications, and other practical / interactive content. This training may be tailored to supervisors or all employees. We also have a special module designed for corporate boards, officers, and C-suite decision-makers.

Master Builder Designation: Ethics - 1 Credit

CORPORATE/ EXECUTIVE

Effective Screening & Onboarding, Employee Engagement, and Work / Life Balance - 1 Hour Course

This course will revolve around the onboarding process of bringing on new employees, stressing how big of an investment talent acquisition is to every company. There is a lot of time and effort that is involved during the entire onboarding process, we want to ensure you are being the most effective and understand where areas of strengths and opportunities lie. With onboarding comes employee engagement and satisfaction. In a market as tight as it is right now, what are you doing to ensure you are retaining your top talent and making sure that they are satisfied? We will discuss the cost of turnover and why people leave, and how to retain. We will talk through facts about how to ensure your employees are getting a good work/life balance to get the most production out of them while creating a place they are excited to come to every day.

Master Builder Designation: Your Choice - 1 Credit

Key Employee Strategies - Growing and Retaining Business Value - 1 Hour Course

Designed for company owners who are beginning to think about retirement, this course will help them build company value through attracting and retaining key talent. We will dive into the importance of identifying the true difference makers in your organization, and how to recruit, reward, retain, and retire top talent. In addition, we will explore what should be done to protect your business from the loss of key employees.

Master Builder Designation: Leadership - 1 Credit

NEW! Mental Health Employer Policy – 1 Hour Course

This course is designed for company leadership and will address mental health at a company level by addressing policy and practices all companies should have to tackle. Suicide rates in the construction industry are the second highest among all occupations, four times higher than in the general population. This industry is high stress with demanding schedules, seasonal work, layoffs, long hours, frequent travel - that has high rates of alcohol and drug use sometimes due to injuries and chronic pain. Furthermore, stigma associated with mental health is a barrier to seeking treatment. Mental health is a personal issue and a work issue. It needs to be a part of the safety conversation. This program will help recognize signs of suicidal behavior, what to say (and not to say), and development of workplace policies to mental health.

Master Builder Designation: Leadership - 1 Credit

PARTNERING WITH CSSI!

Master Builders of Iowa has a strong partnership with Construction Safety Specialists, Inc. (CSSI) to assure that safety courses delivered through the Training on Demand program are delivered with the same high quality, professionalism, and knowledge as all of our training. The team of Master Builders of Iowa and CSSI will assure that your training needs and expectations are met... every time!

The safety professionals at CSSI are not only extremely knowledgeable about OSHA regulations, they have extensive experience on commercial construction projects as field workers and safety consultants. The CSSI “boots on the ground” approach to safety training will provide your employees with book knowledge as well as field knowledge coming from years of experience having walked hundreds of job site while witnessing hazards and getting them corrected.

Your employees can expect to not only understand safety but more importantly, they will walk out of every course with a better understanding of “why” safety standards are written as they are. An increased awareness and passion for safety by your employees will assure everyone goes home every day and the team of MBI and CSSI are here to share their passion for safety with your workforce.



www.MBI.Build



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