



2019 EDUCATION PLAN

National Church Residences Maintenance

What courses should I take and how long do I have to complete them?

These are common questions our students have and it is our hope this document can answer these questions. If you need further assistance please contact your supervisor for guidance.

Online Training: Pre-Requisites – Timeline: Within 30 days of employment		
	Orientation: What We Do and Who We Serve	0.30 Hour
	Privacy Act & Security Awareness	0.30 Hour
	Cyber Awareness Challenge (Annual Requirement)	1.50 Hours
New	Code of Conduct	0.50 Hour
	InspectTraining (Recorded Webinar)	0.50 Hour
	Yardi Mobile Maintenance (Recorded Webinar)	0.50 Hour

Online Training: HR/Compliance Series – Timeline: Within 30 days of employment		
New	Cultural Competence (Annual Requirement)	1.25 Hours
New	The Two Most Common Forms of Workplace Violence... (Annual Requirement)	1.00 Hour
New	Workplace Harassment (Annual Requirement)	1.25 Hours

Online Training: Risk Control Series – Timeline: Within 90 days of employment		
	Drive Safely	1.00 Hour
	Fire Safety	1.00 Hour
	House Rules	1.00 Hour
	Insurance 101	0.75 Hour
	Ladder Safety	1.00 Hour
	OSHA: Right-to-Know	1.00 Hour
	Safety Self Inspections	1.00 Hour
	Slips and Falls Prevention	1.00 Hour

Online Training: REAC – Timeline: Within 90 days of employment		
	Units and Common Areas	0.75 Hour
	Building Systems	0.75 Hour
	Health and Safety	0.75 Hour
	Exterior	0.75 Hour
	Site and Grounds	0.75 Hour



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Career Development Training Additional online modules and live webinar trainings (Yardi Mobile Maintenance, InspectCheck) maybe assigned as part of an ongoing career development plan. Email notifications throughout the year will inform of opportunities and associated requirements.

QUESTIONS?

Login Assistance

please contact the NCRU at
(614) 273-3510 or by email

NCRU@nationalchurchresidences.org

NCRU: Relias Learning Website

<https://nationalchurch.training.reliaslearning.com>