Climbing Together To New Heights

## **Vocational Skills Program**

The 12 week vocational program consists of (3) 4-week core courses; pen-turning, housekeeping/janitorial and a bike lab. Individuals are taught job-readiness skills, such as following directions, decision making, communication skills, and attention to detail. Individuals will also learn social emotional skills needed in the workforce such as problem-solving, initiative, resiliency, team-building, empathy and other emotional management skills.



Week One – Safety/Introduction to Tools/ Tires/Removing the Front Wheel Week Two – Bearings/Chain Maintenance

Week Three – Brakes

Week Four - Gears and Selectors



## Housekeeping/Janitorial

Week One – Workplace Safety/Trashing & Dusting/Customer Service Week Two – Accidents & First Aid/Restrooms & Entryways/Customer Bill of Rights Week Three – MSDS/PPE/Vacuuming, Breakrooms & Coffee Centers/Customer Care Week Four – Bloodborne Pathogens/Mopping, Stairways & Elevators/Customer Care



## **Pen-Turning**

Week One – Intro to Pen-Turning/Safety

Week Two - Preparing the Blank

Week Three - Designing & Turning the Pen

Week Four – Finishing the Pen

Quotes from employers and the Business World: The skills you need to succeed are communication, team work, grit and problem solving and employers say that is lacking with teenagers - MoneyWatch – June 2016/ Employers rated the second greatest challenge in entry-level hiring of young workers; showing up on time, dressing appropriately, working as a team, and interacting professionally with customers - The Rockefeller Foundation – July 2015 / Teens are in need of development of skills like initiative, persistence, adaptability, leadership and global citizenship - Harvard Business Review – May, 2015/ Teens lack the right attitude, skills and work ethic which makes companies reluctant to hire - Teens4Hire.org - July 2007

## For dates and times please call 719-428-5432