

# **A PARTNERSHIP BETWEEN THE WELLSBORO AREA SCHOOL DISTRICT AND GOODWILL INDUSTRIES**

## **PURPOSE:**

**To provide youth identified by the Wellsboro Area School District the opportunity to gain additional employability and life skills training through a combination of instruction and employment based curriculum. This combination will assist students identified by WASD to gain valuable skills prior to graduation. The WASD Supported Learning Department and Goodwill Industries recognize the need to develop additional life management and work related skills to facilitate success following graduation for students with significant barriers to employment or post-secondary education.**

## **PROGRAM DESIGN:**

**While classroom based instruction is a valuable tool in teaching the theory of certain concepts, for any individuals (specifically individuals with special needs), it is necessary for implementation and repetition to occur before true benefits can be derived. For that reason, the program design facilitates a classroom based instruction that can then be transferred to the workplace for implementation. Through implementation, individual goals can be achieved which will provide students the opportunity to grow in both their academic and personal life.**

***GOODWILL WORKS* is a curriculum that has been designed by Goodwill Industries to assist in the development of life management and work related skills for individuals with barriers to employment. Over the years, Goodwill has found this to be a valuable tool in preparing individuals for both employment and independent life. Through training, Goodwill has had the opportunity to witness many individuals achieve goals beyond what many thought possible. Staff will assist students in the following categories:**

**Step One: What Do I Know ? (Pre-assessment)**

**Step Two: What Do I Need To Know? (Goal Setting)**

**Step Three: How Will I Learn? (Plan Development)**

**Step Four: What Did I Learn? (Implementation and Evaluation)**

**It is the goal of Goodwill Industries and the Wellsboro Area School District Special Education Department to prepare students with barriers to employment for life responsibilities following high school. Through the development of necessary job and life skills, students will be well equipped to enter the workforce or continue to post-secondary educational institutions.**

**Casenotes and any additional communication will accompany bi- monthly billing sheets.**

**The following is a list of available training that can be utilized throughout the program:**

**Career Skills Training:**

**A career is more than just a series of jobs. Individuals must look at issues affecting professional growth over their entire lives. These modules address an individual's interests and abilities, employer expectations, effective ways to conduct a job search, and employee productivity and longevity once employed. Modules include:**

***Career Development***  
***Show You're Dependable***  
***Job Search***  
***Job Retention***  
***Career Advancement***

**Life Management Skills Training:**

**Success in the workplace often hinges on an individual's ability to find balance in other areas of their lives. These modules examine issues such as family dynamics, leisure activities, community involvement, health and daily living, and explaining how they contribute to a rewarding life. Specific modules include:**

***Adapting to Change***  
***Making Good Decisions***  
***Money Management***

***Activities of Daily Living***  
***Use of Community Resources***  
***Wellness***  
***Transportation***  
***Basic Legal Rights of Employees***  
***Housing***  
***Family Issues***  
***Leisure***

**Behavior Skills Training:**

**Loss of control is a familiar feeling in today's fast-paced, driven work world. These modules emphasize techniques and skills to help individuals gain a sense of control over their environment. Modules include:**

***Self-Determination***  
***Stress and Anger Management***  
***Motivation***  
***Time Management***  
***Attitude***  
***Ethics***

**Interpersonal Skills Training:**

**People form the foundation of every workplace. These modules teach essential communication skills – how to interact with supervisors and colleagues, build successful relationships, promote customer service and become a confident and productive member of an employment team. Modules include:**

***Social Interaction***  
***Customer Service Relationships***  
***Cultural Transition***  
***Conflict Resolution***  
***Leadership Development***  
***Negotiation***  
***Citizenship***  
***Team Building***

## ***Self-Presentation***

**The secondary portion of the training program includes workplace integration and development of skills. At Goodwill Industries, students will be presented a variety of different jobs to build the work and life management skills being provided in the classroom. While many think of Goodwill as simply a retail store, the processing center offers an industrial work center that allows for many opportunities in relation to career skills training. Students will have the opportunity to work in a number of different areas which will create a dual assessment and training system; (1) staff will be able to assess the implementation and development of work and life management skills beyond the classroom; (2) students will be provided the opportunity to “test” different job areas to determine possibilities for future goals.**

### **Goodwill Processing Center Job Classifications**

#### **ACTUAL JOB EXPERIENCE:**

**The following positions will allow the student to gain work experience and implement new concepts learned from the above-mentioned instruction:**

**Sorter: Responsible for the grading and sorting of clothing and household items prior to final destination or discard.**

**Pricer: Responsible for the pricing of garments/wares for resale in store settings.**

**Hanger: Responsible for the hanging of garments for resale in store settings.**

**Material Handler: Responsible for the delivery of goods within the processing center.**

**Stocker: Responsible for running racks, stocking new merchandise.**

**Puller: Responsible for pulling old, out-dated merchandise.**

**Donations: Responsible for accepting, unloading and dispersing donations, offering donation slips and recording donation counts.**

**Miscellaneous: Responsible for merchandising on sales floor, operation of copier, computer and calculator.**

**It is understood and agreed that Goodwill Industries will provide additional training or modified training as necessary.**

**It is understood and agreed that the Wellsboro Area School District Special Education Department agrees to pay \$ 60 per day per student.**

*Amy Lepard* *7.11.18*  
**Wellsboro Area School District Special Education Department** **Date**

*Joe Whitney* *6/27/2018*  
**Goodwill Industries Workforce Development** **Date**

