

WORKFORCE DEVELOPMENT PROGRAM



We offer one-hour, one-on-one sessions in either job coaching or financial coaching. You select the day and time to attend. We ask for a commitment of at least four sessions. Coaching Sessions are offered on Monday through Thursday from 10:00 am to 6:00 pm and Fridays from 10:00 am to 3:00 pm.



FINANCIAL COACHING

Sessions may include:

- Money values
- Financial products
- Income and expenses
- Spending and saving plan
- Credit reports and scores
- Borrowing basics
- Managing debt
- Using credit cards
- Building a financial future
- Protecting identity
- Housing decisions
- Buying a house
- Financial disasters

JOB COACHING

Sessions may include:

- Identifying skills and job values
- Setting career and education goals
- Networking
- Practicing job interviews
- Writing a resume
- Writing cover letters
- Using LinkedIn
- Searching for jobs
- Emailing Etiquette 101
- Preparing for performance reviews
- Improving skill sets for success



CONTACT

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