

CDPVTC Training Area

Job Readiness Training

Job Readiness Training is available to individuals who have never worked before, have had sporadic work histories, have not worked in a long time, or have behavioral/attitude issues that need to be addressed in order to obtain and maintain employment. This program is designed to improve work-related behaviors and enhance interpersonal skills.



Program Features

Structured job readiness tasks designed to develop basic work habits, skills, and attitudes necessary for vocational training or employment that focus on the following:

- Attendance & Punctuality
- Accepting Constructive Criticism
- Work Quality
- Work Quantity
- Supervisor Relations
- Co-Worker Relations
- Job Tolerance
- Flexibility in Job Assignments
- Following Work Rules & Regulations
- Following Instructions
- Appropriate Dress & Hygiene
- Cooperation
- Communication
- Decision Making Skills
- Initiative

Building Essential Workplace Skills

Students will participate in classroom instruction on various soft skills, the WIN Learning courseware, academic remediation, and a variety of basic work activities. All of this will be used to instruct and assess the students' abilities to be work ready and mastery of soft skills. Via the WIN Learning courseware students will have the opportunity to earn the Workplace Essential Skills Certificate (WESC), the Kentucky Career Readiness Certificate (KCRC), and the Digital Skills Certificate.



CDPVTC Ancillary Services **Behavior Interventions Supports & Techniques Program (BeST)**

The purpose of BeST is to teach and reinforce expected workplace behaviors that assist in preparing consumers for employment.



Program Features

Consumers are expected to comply with all of the program's behavioral expectations while at the facility or during supervised activities off campus grounds.

BeST is an important teaching tool at the Perkins Center. Through BeST, the Center seeks to structure an environment in which appropriate work and social behaviors are positively reinforced and inappropriate behaviors have fair and immediate consequences.

Conduct standards are organized into three tiers, with Tier 1 behaviors being the least serious and Tier 3 behaviors being the most serious. Consequences have been established for each tier. Staff members attempt, whenever possible, to assist consumers change undesirable behaviors through supportive counseling, behavioral contracts, and/or positive interventions.

Consumers can be discharged for failing to comply with the guidelines of BeST if the behavior is serious, or if attempts by staff members to assist the consumer change the undesirable behaviors have been unsuccessful. Consumers have appeal rights included as part of the BeST program if they feel they have been treated unfairly.

BeST Program Orientation

Consumers receive an orientation to the BeST program when they arrive at the Perkins Center to begin their program. Center staff members will be happy to discuss the program with prospective consumers and their families.

