



Educating Mentoring Success VA, LLC

Job Coach Program

Educating Mentoring Success VA, LLC. (EMS) will offer a 4 week opportunity for children to spend a portion of their summer learning job readiness skills with a Job Coach/Mentor. This training program will provide a powerful therapeutic experience for children with histories of emotional and behavioral disorders.

These youth will be challenged to develop and cultivate effective interpersonal communication skills and apply and practice reflective listening techniques. Upon completion of these coaching sessions, our program participants will have improved their skills to effectively follow directions, work well with peers, take responsibility for their work, speak respectfully to training supervisors, accept feedback on their training performance, start and finish a task in a prescribed timeframe.

Youth participating in the program will receive training in effective community service and job readiness by a Job Coach/Mentor.

The Program deliverables of the Job Coach Program are:

- **To provide positive vocational instruction**
- **To foster appropriate adult and peer social relationships**
- **To maintain safe and positive training site(s)**
- **To provide youth an opportunity to contribute in a positive manner within their communities**
- **To provide pre/post vocational assessment**
- **To provide evaluation & feedback to youth by visiting training sites daily**
Training sites must be within a 10 mile radius
- **Performance based incentives for youth**
- **Certificate given to youth upon successful completion**
- **Will provide youth with a job preparation package, consisting of:**
 - **ABC's of the Application Process**
 - **Interviewing 101**

- **How to attain a Letter of reference (with successful completion)**
- **Job readiness & Financial Management inserts**

- **To provide weekly update to Placing Agency**
- **To provide 2 Independent living skill sessions**
 - **Job seeking/Job readiness**
 - **Financial Management**
- *Session will be held on Monday's or Tuesday's from 10 am – 2 pm*
- **Certificate given to youth upon successful completion**

In addition, each youth sets goals to accomplish prior to completing the program. An essential part of the program's goal is to prepare youth for the world of earning money and managing finances. Our goal for these participants is to provide a foundation for future employment, as well as, promote a positive self-image by offering youth the opportunity to earn performance based incentives.

For the year 2008, the Job Coach Program is scheduled to start the week of July 21st beginning with the job seeking/job readiness skill session. The program will conclude on August 15th representing a total of 4 weeks.

SERVICE RATE/UNIT(S) TOTAL

4-Week Program \$5500 / 1 _____

will accept upto 12 youth

Each add'l youth (4 wk pd) \$500 / _____

Placing Agency Agreement

I understand that my agency is responsible for payment of program tuition within 30 days of services rendered. The full program tuition for all weeks registered will be paid regardless if the named youth attends. There will be no partial day credits given. Youth attending sessions for partial days will be charged the same program tuition as youth attending for full days. The Job Coach Program Coordinator reserves the right to dismiss any youth, at any time, who violates program rules or is judged detrimental to the general welfare of the Job Coach Program. No refund will be made in the case of dismissal. I acknowledge this to be a legal and binding contract.

Placing Agency _____ Date _____

Job Coach Program Coordinator _____ Effective Date _____

**Fees are paid to: EMS VA LLC, 14215 Brightstone Mews Midlothian, VA 23112
EIN# 20-3404156**

