



# Success Training Employment Program (STEP)

## Class Topics

- **Emotional Intelligence**  
Highest indicator of success in employment; contains assertiveness, self-expression, and self-confidence training.
- **Computer Skills**  
Starts with the basics leading to intermediate skill development.
- **Resume Writing**  
Tips and tricks to help applications stand out from the crowd.
- **Interview Practice**  
With real, professional interviewers to receive feedback on how to be professional.
- **Success Certifications**  
Through the Coca-Cola Retail Learning Institute in areas of Customer Service, Sexual Harassment, Business Ethics, Health and Hygiene, and Professionalism.

## Employment Solutions

Our STEP Students graduate with over 72-hours of creative class instructions designed to help them become the most successful employees. The class community fosters positive relationships often modeled in an employment atmosphere. Ongoing feedback provides students the opportunity to explore mistakes they have made in the past and how to best handle those situations moving forward. This community-centered learning style combined with the comprehensive class content leads to well-prepared, principled, eager-to-work employees.

These graduates are ready to work for you! Our promise is to provide ongoing monitoring to your newly educated employee by providing financial counseling, transportation support, and conflict resolution assistance. Consider partnering with STEP when hiring your next new employee and gain the benefits that comes with a program graduate.

