## WD Mission

To provide meaningful learning opportunities and community partnerships for CI workers so they can successfully reintegrate into society, and rapidly engage in training, education and employment.



Correctional Industries staff have a direct impact on our workers by imparting technical and soft skills throughout the work day. Technical skills help a person secure a job, while soft skills help a person keep a job and advance professionally and financially.

Correctional Industries (CI) staff and supervisors teach incarcerated individuals technical skills through on the job training. They also act as work role models, which create learning opportunities through observation and interaction. Staff reach a large number of CI workers at locations throughout the state. They build their confidence to succeed. These observations and interactions reinforce positive work behavior and habits when they release.

The Workforce Development (WD) team consists of an administrator, manager, and specialists. WD provides opportunities to incarcerated individuals at 12 facilities throughout the state and in the community and is uniquely situated within CI work training programs. Specialists work with individuals on soft skill development, training and reentry planning while they are incarcerated. However, their efforts do not stop once they are released. WD aims to support these men and women beyond working for CI to continue the employment, education and training related community integration efforts. To that end, our community employment specialists offer employment services to released CI workers and the business community. We also work with dedicated community partners. The cross-sector Apprenticeship Working Group was formed to help transition skills gained to living wage careers in the trades upon release. CI is invested in the future success of formerly incarcerated individuals as well as the communities to which they release.

## Recognizing Achievement

The Certificate of Proficiency is a vehicle to recognize incarcerated individuals who have demonstrated a high level of proficiency in their work.

The certificate is based on specific criteria established for the Federal Bureau of Labor Statistics' Standard Occupational Classifications (SOC) system and further developed by Correctional Industries. To receive a certificate, workers must train for a minimum of 1,500 hours in a single job class. They are also required to meet additional criteria, such as incorporating safety procedures, meeting or exceeding production standards and demonstrating good attitudes and work habits.

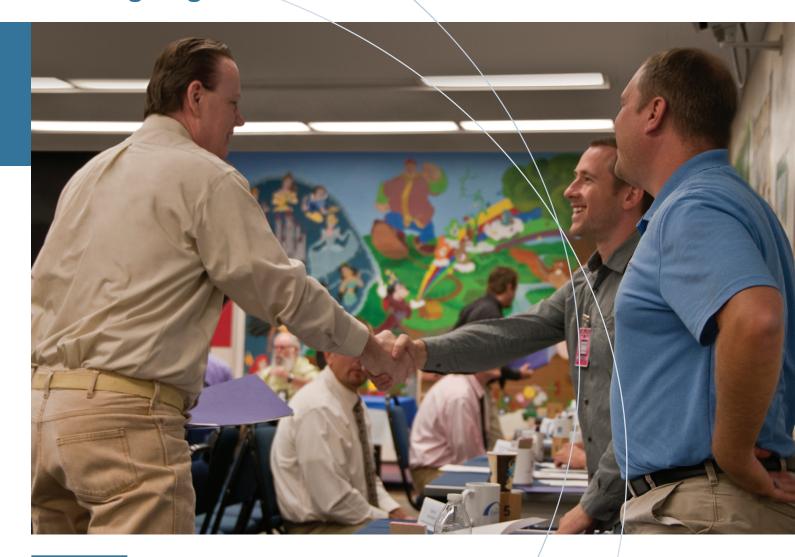


Certificate of Proficiency

Workforce Development • www.washingtonci.com • Phone 1.360.725.9100 Providing incarcerated individuals the environment to initiate positive change.



# Changing Lives





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## Workforce Development

www.washingtonci.com



### Partnerships

### On-the-Job Training

Correctional Industries has developed a strong relationship with the Department's education program which contracts with the State Board for Community and Technical Colleges. We work together to develop new programs based on SOC codes that link industry jobs with instructional programs such as baking, upholstery and welding. Individuals have the opportunity to participate in apprenticeship preparation in several facilities. People can also earn specialized industry accredited certificates in areas such as linen management and ServSafe®.

#### FARESTART

FareStart is a hands-on culinary job training, placement and retention program for homeless and disadvantaged individuals.

FareStart provides support networks for released CI workers who are eager to find success. Services include housing, job search, counseling and health care assistance.



#### EMPLOYMENT SECURITY WORKSOURCE

Individuals releasing can look to Employment Security's WorkSource website and local offices to find a job, attend workshops and access career information. With permission, CI has adopted a version of the Job Hunter series for use inside prisons.



#### COMMUNITY EMPLOYMENT SPECIALISTS

Our employment specialists offer employment services to released CI workers and the business community. This benefits many stakeholders. Employers have access to a pool of skilled workers, released men and women have access to support and job leads and CI has an opportunity to track some employment efforts in the community.



### Classes & Training

Correctional Industries offers a variety of classes and trainings depending on the institution and amount of time the incarcerated individual has before release.

Potential classes and training include:

Makin' It Work

Roots of Success

Lean Training

Forklift Training

ServSafe

Financial Literacy

Job Hunter Series

Mock Interviews

Access to a Resource Center

Hazard Analysis Critical Control Point (HACCP)

Entrepreneurship/Small Business Development



To enhance "soft" or interpersonal skills, CI offers a special 20-hour class called "Makin' It Work." The class is designed to help men and women understand what employers are looking for. Participants develop the necessary thinking and positive behavior that will help ensure success while working for CI, as well as success in the workforce in the community. Modules include Thinking Straight, Keeping Self-Control, Solving Problems Logically and Handling Difficult Situations. While some of our CI workers already have some of these skills, their presence in the classrooms provides peer role models to others in need of refinement and application.

#### Mock Interviews

Mock interview fairs bring employers and community partners inside prison walls to help people who are close to release practice their interviewing skills. Local staff also support the efforts. It is our goal to conduct regular mock interview fairs and experiences at designated institutions. These events provide a realistic job application and interview experience to those who will release into the job market in the near future. It also presents a potential workforce to outside employers and represents the positive things individuals do while they are incarcerated to prepare for work when they release. Please contact us if you are interested in participating.

