

# ERI's Training Programs & Services

Employment Resources Incorporated is a community-based, not-for-profit organization that provides youth and adults with the education and skills they need to become successfully employed, self-sufficient and contributing members of their community.

**ERI is an Equal Opportunity Training Provider.**



## National Professional Certification Programs (In partnership with the *National Retail Federation*)

**\$675.00**  
per person

Individuals participate in trainings geared to prepare them for passing a national, industry driven assessment based on national skill standards recognized by high performance employers from the retail, wholesale, personal services, and real estate industries.

National Certifications are available in *Customer Service*, *Sales*, and *Retail Management*. Attainment of the *National Professional Certification in Customer Service* is a prerequisite for obtaining a certification in sales. To obtain a *National Professional Certification in Retail Management*, one to three years retail experience is recommended.

All three professional certifications are obtained through the **National Retail Federation Foundation (NRF)**. Employment Resources Incorporated is an *Official Assessment Site*.



## High School Diploma Program

**\$750.00**  
per person  
(on-site)

ERI has formed a partnership with *Continental Academy*, a licensed and accredited distance learning school, to provide a blended learning environment for individuals who desire a high school diploma from a fully accredited institution. The program blends direct classroom instruction by an **ERI** instructor for six hours per week for 15 weeks with assigned home-based study through the internet. The High School Diploma program targets learners whose minimum reading level is 6<sup>th</sup> through 9<sup>th</sup> grade.

Classes held at an **ERI** facility are considered to be “on-site” and classes held elsewhere such as a client’s facility or a local church, community center/organization, or a company is “off-site.” Off-site locations are usually set-up to accommodate the participants’ locale and transportation needs. **Prerequisites apply.**

**\$950.00**  
per person  
(off-site)

## Job Readiness Training (Adults)

**\$275.00**  
per person  
(on-site or  
off-site)

The *Job Readiness Training* provides instruction to adults on employment research, composing resumes, cover letters and assembling portfolios. It also includes assessing individual skills, abilities and identifying transferable skills. It offers recommendations on how to engage in networking as well as preparation for interviews and interviewing practice.

Participants utilize this information in determining their employment goals and developing a *Career Development Plan* by the end of the training. Trainings are usually scheduled to be held Monday-Friday and consist of 25-30 hours of classroom instruction and must have a **minimum of 8-10 participants**.

Trainings can be conducted on-site at an ERI facility or off-site at a client’s facility, local church, community center/organization, company, etc.

## Transitional Training Program (Un-paid Work Experience)

**\$75.00**  
per hour

The Transitional Training program provides individuals, with limited or sporadic work history, an opportunity to explore different careers and gain job-seeking skills while learning and practicing appropriate work behavior in an un-paid work experience. **ERI** has developed training sites which are available throughout the region.

## Independent Living Skills Program

**\$1,450.00**  
(per group  
seminar)  
or  
**\$75 per hour**  
(per individual)

**ERI's** Independent Living Skills program provides individual and small group classes to teach the skills needed to successfully transition to an independent living environment. Topics covered include interpersonal (social), communication (verbal, non-verbal, and written), practical living (functional reading and math, finances, leases, etc.), vocational (job seeking and retention) and problem-solving skills.



**Represents certification programs with a credential.**

## Other ERI Programs & Services

### *Educational:*

#### **Gladys H. Oberle School**

A licensed and accredited private special education alternative day school for middle and high school age children located in downtown Fredericksburg, VA

#### **Specialized Youth Transition Training Classes**

ERI provides youth with classroom-based instruction that leads to the successful completion of coursework based on *Virginia's Workplace Readiness Skills*, *Workplace Essential Skills* and *All Aspects of Industry*.

#### **Driver's Education Program**

This is a program that helps individuals to prepare to pass the Virginia's Learner's Permit examination.

### *Workforce Development:*

#### **Workforce Investment Act Program (WIA)**

*(Authorized Service Provider & Youth Contractor)*

#### **YouthBuild Program**

*(Full Affiliate of YouthBuild USA for this construction training program)*

**E**mployment **R**esources **I**ncorporated

## Training Programs & Services



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