

2018 - 2019 Santa Barbara AEBG Consortium: Adult Education Block Grant ACTIVITY CHART

YOUR PROGRAM/AGENCY NAME: Community Education Center / AHS & GED "School to Work Program"						
IDENTIFY OFFICIAL AEBG PROGRAM AREA 1 – 7 as identified in the AEBG Three-Year Plan:						
1. Programs in elementary and secondary skills, including those leading to a <u>high school diploma or high school equivalency certificate</u> .						
3. Programs for adults, including, but not limited to, older adults, that are primarily related to <u>entry or reentry into the workforce</u> .						
NO.	OBJECTIVE	ACTIVITY DESCRIPTION	TIMELINE FOR COMPLETION	PERSON OR AGENCY RESPONSIBLE	OUTCOME	DATA CAPTURE METHOD
1	Promote and illustrate that AHS & GED programs are vital for potential students as they seek employment when earning a high school diploma or GED certificate.	Outreach to high schools, nonprofits, and the public sector in order to identify potential students and enroll them in our Adult High School or GED programs. Flyers & Pamphlet Development. Flyer and Pamphlet Distribution, contact nonprofits and the community at large.	Ongoing until August 30, 2019 January 31, 2019 February 28, 2019	Job Developer Job Developer Job Developer	Increase enrollments by 15% by August 30, 2019	Document activities, number of potential students contacted, and actual new enrollees.

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2	To prepare students who have enrolled in our program for the labor market.	<p>Ongoing classroom regular curriculum instruction.</p> <p>Develop and implement “interactive” career coaching workshops, creating a pathway to career strategy badge program.</p> <p>Provide one on one career coaching assistance.</p> <p>Offer soft skills coaching, along with resume writing and job application and interview preparation.</p> <p>Provide networking tips and protocol.</p>	Ongoing until August 30, 2019	Instructors, teacher assistants, and consulting firm “COACH”	Basic employment skills will be obtained, with the ultimate goal of employment or career advancement.	Document activities, number of students contacted, and actual number of students placed on jobs, or job advancement.
3	Seek employment opportunities for students.	<p>Identify students seeking employment.</p> <p>Create a menu of potential employers in the private and public sector.</p> <p>Enlist the assistance from the SB Hispanic Chamber of Commerce and the SB Chamber of Commerce.</p>	Ongoing until August 30, 2019	Job Developer	Have students be informed of potential jobs and career opportunities. The ultimate outcome should be the actual placement or job advancement of students.	Document activities, number of potential students and employers contacted, and the actual number of students placed on jobs, or advancement.
4	Demonstrate how a student	Students will create a	Ongoing until	Instructors,	The student will be	Document

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	have a higher potential of entering the work force and having a career path interest.	professional portfolio, by including work done with the Job Developer and the COACH.	August 30, 2019	tutors, Job Developer and COACH.	<p>aware of his/her higher employment potential once they conclude with the program.</p> <p>Student will be able to take with them their professional profile.</p>	activities and perhaps conduct surveys in order to hear students' feelings in this area.