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PRESS RELEASE

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FOR IMMEDIATE RELEASE

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New COS Continuing Education Program to Offer Job Readiness Skills Class Starting January 31

Getting a Job and Getting Along With Others in the Workplace

Weed /COS – The COS Continuing Education Program is pleased to offer a new selection on tuition-free classes this spring at COS. Job Readiness Skills (DSPA 0503 / CRN 3409) will meet on Wednesday evenings at the Weed Campus in the Emergency Services Training Center (ESTC) room 8-107 from 4 to 6 p.m. beginning January 31. Leon Teeboom is the instructor for this spring semester class.

Students who take this free (non-credit) course will learn all aspects of finding and applying for a job as well as skills they will need to be successful in their job. The course will cover how to search for a job, create a resume, fill out an application, succeed at a job interview, understand and follow a work schedule, follow the boss's directions, and learn the social skills needed to get along with coworkers.

This is a fundamental course designed for adults with developmental disabilities, as well as others, such as adults looking to reenter or advance in the workplace, and anyone with an interest in maintaining realistic and meaningful employment and social connections. Students need to learn the skills in order to create good working habits, workplace diversity, communicate needs, and interact appropriately with co-workers and supervisors. Recommended working knowledge of basic reading, writing, and math skills, though the instructor will make accommodations for those who are better able to learn verbally and/or visually.

The instructor will furnish all materials, which will include materials from several job-readiness/social skills textbooks/workbooks and other materials related to the topic. The instructor will help present the materials visually (such as via an overhead projector) and verbally for those who learn better through visual and verbal instruction.

For more information about this class or the COS Continuing Education Program, contact Kim Freeze, Interim Director of Non Credit and Community Education by email: ContinuingEducation@siskiyous.edu or call (530) 841-5834. Information can also be found online at <http://www.siskiyous.edu/continuinged/>.