



# Job Corps- Burdick Center

1500 University Ave W

Minot, ND 58703

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# What is Job Corps?

- ▶ It's a program to assist those between the ages of 16-24 to learn a trade while at the same time, completing a GED or High School Diploma
- ▶ We also teach independent living, social and employability skills
- ▶ This is a tuition free program: Offering FREE room and board
- ▶ There are many volunteer opportunities where we go out into the public to provide services
- ▶ There are also placement options for college, the military, entry level job or advanced training program.

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# Phases of Job Corps

The program is CDSS based- Career Development Services System

Phase One- Outreach and Admissions

Phase Two- Career Preparation Period (CPP)

Phase Three- Career Development Period

Phase Four- Career Transition Period/Graduation

Phase Five- YOUR CAREER!

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# Outreach and Admissions

- Contact at Job Corps.gov The initial contact where you apply for Job Corps
- Virtual Session- learn about the program and the expectations and benefits of Job Corps
- Completion of the Initial Intake
- Interview with your Admissions Counselor
- Completion of application- making sure to have all required documents: birth certificate, Social Security card, drivers license and any social services documentation. Any medical or mental health information will be collected by your Admissions Counselor.
- Once the application is returned, a background check is completed and all information is gathered, the application is sent to the center. This can take up to 30 days or more to complete this process.
- Once approved, you are given a date to arrive on campus!

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# CPP- Career Preparation Phase

- This takes place for the first five weeks on center.  
Take initial TABE testing
- The student builds the MYPACE plan
- The student does trade shadowing to assure the trade chosen is the trade the student wants to participate in

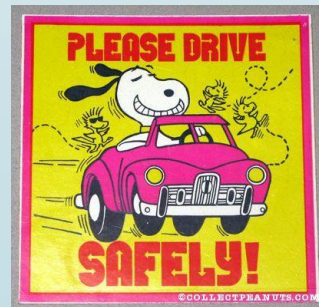


# CDP- Career Development Period

- ▶ The student participates in both a trade and in their education courses, which may include TABE classes
- ▶ During this phase, the student will have progress panels: ESP- Evaluation of Student Progress
- ▶ Independent living skills and ADL's are learned, as the student is living in the dorm environment and learning to care for themselves and their environment
- ▶ The student also participates in leisure time employment- students can obtain employment to make an income- learning financial management and financial independence.
- ▶ Work Based Learning where you get to work in an off site location in your field of study

# Career Transition Period

- ▶ 90 days prior to separation date you meet with your CTS panel where you discuss plan: housing, employment and transportation needs.
- ▶ The student participates in resume building and interview skills
- ▶ If the student does not have a drivers license, they will work to obtain their license before leaving the center.



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# Graduation and Career Time!

- ▶ The CTS follows up with the student for up to a year to assure that all transition needs are being met
- ▶ The CTS informs the student of the Q2 and Q4 surveys- Which the student is Paid to complete
- ▶ The student will receive transition pay and a clothing allowance.

# Recreational Events!

- Dances- multiple scheduled a year; depending on the season
- Tournaments- pool tournaments, volleyball, various sports events
- There are various clubs on campus in which to join: Gaming Guild, Native American Club and Gardening Club
- There is an entire Rec area- a fitness area, a full size basketball gym, rec room with foosball, ping pong, video games and pool tables
- Art room for arts and crafts
- Cookouts
- Community outings



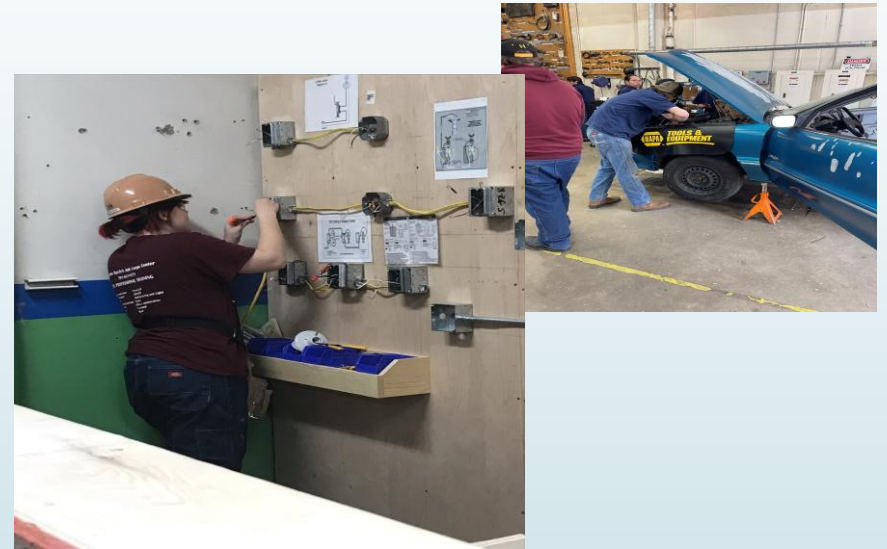
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# SGA- Student Government Association

- These elected students are the voice of the center and help to make positive changes for the center and the students.
- These students do community outreach and volunteering
- Help in organizing student events
- The students also fill in as Dorm and Rec Leader positions

# Trades Offered

- ▶ Light Automotive Repair
- ▶ CNA Program
- ▶ Culinary Arts
- ▶ Carpentry
- ▶ Basic Home Repair
- ▶ Welding
- ▶ Office Administration
- ▶ Once your trade is completed, you have the option to move to an advanced trade training



## Dorm Life

The girls dorm has anywhere from two to four to a room. The rooms have their own bathrooms whereas the males share a

Communal bath-Room. But this is the General layout of The dorms on Center



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# Benefits on Campus

Basic medical care

Therapist on campus

24 hour security

WBL program (Work Based Learning)

Pay and incentives

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# Work Ready Facility: What does that mean?

- ▶ The entire staff encourages each student to take pride in how they are presenting themselves to the public; how one takes care of themselves can affect how an employer may see their employability.
- ▶ Early wake up at the facility allows the student to adjust to what would be expected of them on a job site.
- ▶ **Accountability:** If you mess up, its ok, but accept the responsibility for those actions. Being accountable shows maturity and responsibility.
- ▶ **Manners:** showing respect to others will help you throughout your life and how people perceive you.



# Frequently Asked Questions:

- ▶ How much does it cost to attend Job Corps?

Nothing but your commitment in the program.

- ▶ How long does it take to complete the program?

That is up to you. You can complete your education and trade within 8 to 15 months but can only remain at Job Corps for two years.

- ▶ What happens after I complete the program?

You can take an advanced trade at another Job Corps facility (we will make all the arrangements and transport you there), you can go to college (and live on campus for two years while attending college), you can go into the military or you can work with the CTS and locate employment in your field of trade.



# Continued: Frequently Asked Questions

- What if I am in state custody (foster care), homeless or a runaway?

You will still be accepted into Job Corps as long as you meet the criteria. However, if you are a minor, your guardian will have to sign the necessary paperwork with you.

- What is the criteria?

Be ages 16-24, low income, do not have supervised parole and do not owe over \$500 in restitution.

- What is TABE testing?

It is Tests of Adult Basic Education. Its to gauge if there is need to provide additional educational needs. The TABE allows us to see if you are learning those additional skills.



# Continued: Frequently Asked Question

- ▶ Job Corps has a ZERO TOLERANCE POLICY. What does that mean?

You will be removed from Job Corps for drinking, drugs and fighting. That includes harassing someone or threatening them.

- ▶ What if I decide Job Corps isn't for me at the time and then I want to return at a later date?

You will have to wait one full year before you can return to Job Corps.

- What if I have a legal record?

Depending on the charge, you can still be accepted into the Job Corps program, however you cannot be on supervised probation or owe legal fees over \$500.00.

Questions?

