



Business & Industry

Immersive Experience at the Erskine Green Training Institute

Megan Stevenson, Erskine Green Training Institute



Erskine Green Training Institute

www.erskingreeninstitute.org



The Arc of Indiana Foundation, Inc.

Overview



The Arc of Indiana - a statewide advocacy organization for people with disabilities.

The Arc of Indiana Foundation - created to provide employment opportunities for those with a disability.

- Courtyard Muncie at Horizon Convention Center - Opened December 22
 - 20% of staff have a disability
- Thr3e Wise Men Brewing Co. - Opened December 14
 - 20% of staff have a disability
- Erskine Green Training Institute - First class began January 11

Erskine Green Training Institute

Postsecondary training opportunity

Individuals with any type of disability

Have exited high school (may apply while in high school)

High school diploma not required - may have a CoC, GED, or dropped out

In and out of state residents

- Priority given to Indiana residents

EGTI Team

Director, Megan Stevenson



Instructor, Brittany Bales



Instructor, Sarah Lambert



Student Support Specialist, Daniel Gurulé



Student Support Specialist, Grace Clark



Nurse, Kate Anderson



Community Living/Overnight Support



Student Application

In-person interview and assessment

Student receives a packet in the mail indicating whether they have or have not been accepted.

If accepted, they will receive an acceptance letter and estimate in this packet.

If working with VR, they are instructed to take these 2 items to their VRC.

ERSKINE GREEN
Training Institute

Student Application

Applications must be mailed to:

Erskine Green Training Institute
c/o The Arc of Indiana Foundation
Attn: Admissions Screening Committee
107 N. Pennsylvania St., Suite 800
Indianapolis, IN 46204

All material submitted will become property of the Erskine Green Training Institute and will not be returned.

Application due dates can be found on page five.

Contact us at (317) 977-2375, (800) 382-9100 or info@erskingreeninstitute.org.

Please note that application guidelines are subject to change
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Admissions Application

The Erskine Green Training Institute's programming is designed for individuals whose academic, social, communication and adaptive skills are affected due to a disability. Most applicants would have received special education services in the K-12 setting and exited their secondary school with a diploma, GED or certificate of completion.

The Institute is a certificate program (not an accredited college degree program). Participants will exit their chosen training session with an industry recognized certificate.

To ensure that the Institute is the best option for each applicant we require a completed application packet. In general, applicants should possess a majority of the following abilities to be considered. Additional requirements for specific training sessions may also be required. Please refer to your concentration area of interest on the Institute website to see additional requirements.

- ◆ Functional math skills
- ◆ Applicant has a system for handling money (i.e., uses a debit card if handling cash and change is challenging)
- ◆ Functional reading skills by any mode
- ◆ Functional writing skills or a mode to produce written material
- ◆ Basic awareness for personal and pedestrian safety while in the community
- ◆ Ability to perform hygiene routine independently or employs or has services to provide this support
- ◆ Ability to be unsupervised for an extended period of time
- ◆ Ability to communicate using a cell phone (i.e., texting and calling)
- ◆ Uses a personal email account. Outside of class and training time, communication between the Institute staff and students will occur through email.
- ◆ Applicant does not exhibit disruptive behavioral or emotional challenges
- ◆ Applicant has had prior experiences that guided him or her to the chosen concentration area
- ◆ Applicant is 18 years or older (or will be 18 at the start of the training session)

*Specific age requirements may apply to different training sessions depending on the concentration area. Please refer to your concentration area of interest on the Institute website to see if there are additional age requirements.

- ◆ Applicant has exited high school. Applicant can apply while in high school and remain in high school until the start of the training session.
- ◆ Applicant can provide documentation for a diagnosis of a disability
- ◆ Applicant has up-to-date immunizations or has documentation to justify objection

*Healthcare support positions require specific immunizations. Please refer to the website for specifications.

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Training Programs: 10/13wks

Healthcare

- Nutrition Services
- Environmental Services - Housekeeping
- Patient Transport
- Supply Chain: Inventory Distribution

Hotel

- Front Desk Agent
- Heart of House - room attendant, laundry attendant, linen runner and houseperson

Restaurant

- Prep Cook
- Host/Server Assistant
- Dishwasher/Server Assistant

Training Program Descriptions

Written job descriptions, duties & responsibilities, and video vignettes for each position are located under “curriculum” section of the website.

Video vignette example - front desk agent

- https://www.youtube.com/watch?v=D3sijvnTye8&list=PLuA7_XuwpSe5z0p68lZscqSA5-s6MeQTz&index=1

Certification

START certification through AHLEI

- Front Desk Agent
- Guest Service Professional
- Room Attendant
- Kitchen Cook

ServSafe®

- Prep Cook

All students will leave with documentation indicating the skills mastered and those that may require additional training and support.

Training Session Structure

15-20 students per training session

8:00am - 3:30pm; Monday - Friday

- Hours may vary during internship phase or specific parts within the training

Content Instruction

- Format - large/small group, 1:1, and OTJ



Training Session Structure

Orientation

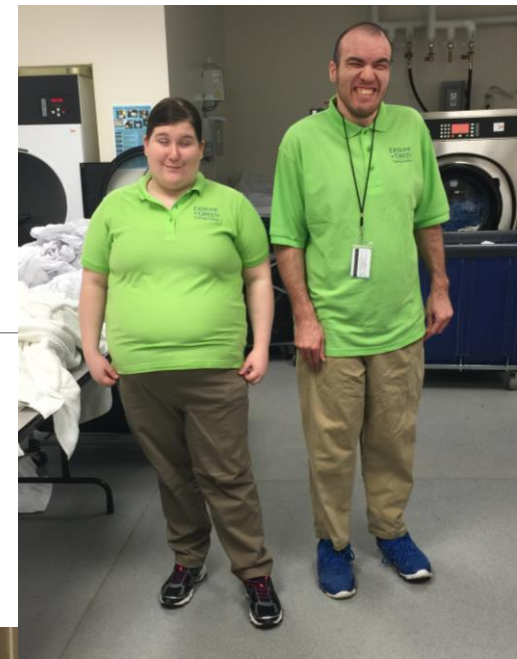
First week of each training session

Internship

- Last 4 weeks of each training session

Work Readiness Instruction

- Class time scheduled around internship hours to address work readiness skills such as resume development, interviewing, application understanding, job searching, etc.
- Additional work readiness/soft skills will be taught throughout their time at EGTI, as needed. Skills may include time management, proper dress, hygiene, social skills, etc.





Independent Living Skills

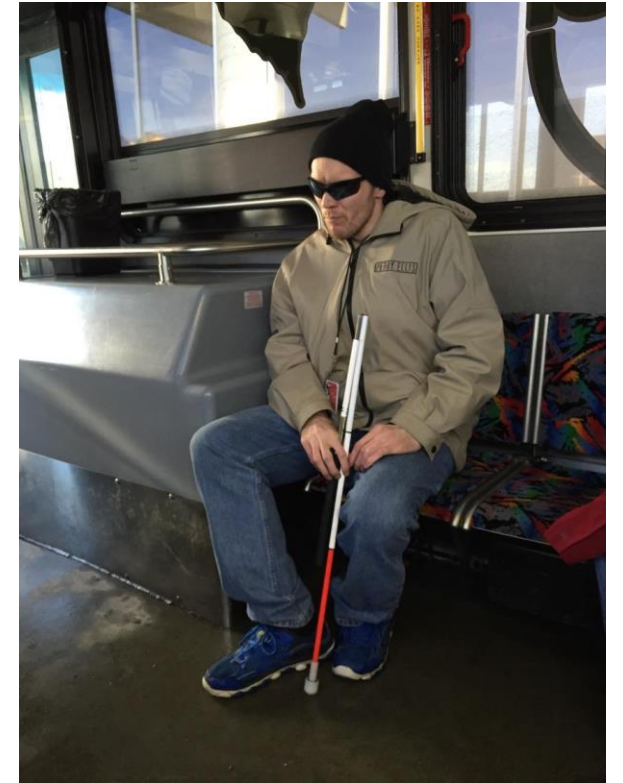
Students interested in attending EGTI are expected to be independent in many of the skills listed within the prerequisites document found in the **Housing** section of the EGTI website.

Students should receive specific instruction and training on these skills before applying.

Strategies and supports should be in place to address any of the skills that remain a challenge.

Community Access Checklist

Developed to ensure students have the skills necessary to safely access the community without support.



Training Program Costs

2017 Housekeeping: Heart of the House (Hotel) - 10 Weeks

Tuition	\$6,030
Room and Board with Student Roommate	\$5,225
Room and Board Single Room	\$8,900
Community and Living Support	\$1,500
Wellness	\$160
Internship Uniform	\$45
Materials Fee	\$110
 Total Program Cost with Student Roommate	 \$13,070
* All attempts will be made to assign a roommate if desired. If one can't be secured, the single rate will apply.	
	\$16,745
Total Program Cost Single Room	
	\$6,345
Total Program Cost Commuter	

Scholarships/Funding

Scholarship updates will be posted under “Admissions” on EGTI website.

Vocational Rehabilitation (VR) - If an individual is working with VR, and it has been determined to be an appropriate training.

Evening and Weekend Activities

Tutors

Mentors: Community & Fitness

Meal plans:

- Thr3e Wise Men Brewing Co.
- Hotel Bistro
- Chesterfield's Café
- Ball State University dining halls
- IUHBMH Cafeteria



BSU Dining





Movies

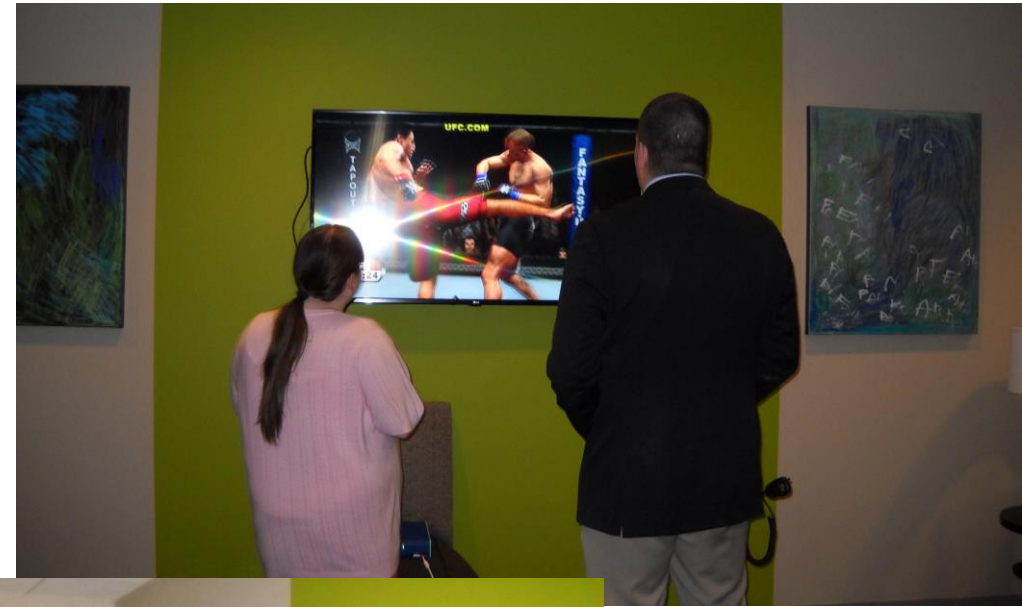


BSU Sporting Events





Shopping



YMCA



Video Games

Completion of Training Program

Students will move back to their hometown to obtain employment.

EGTI will work with students on identifying places to apply.

Students will work with their community rehabilitation provider to assist with job search, job placement, and support with generalizing the skills, if needed.

Follow-up survey to measure post-school outcomes.

Career Sampling Sessions

Purpose

- Provide an opportunity for students to sample each job to see if any are of interest before applying to EGTI.

Structure

- 2 days
- Students will rotate through each job and have opportunities to perform portions of the job.
- EGTI staff will be with students assessing skill level in each job.
- Students will be provided copies of the assessment documentation to assist with future career planning.
- Free of charge



A Look at Training Session 3

<https://youtu.be/4IWVOcKBtuk>

Social Media



Questions?



Thank you!