Training is provided based on program participants' goals as identified in their PCISP (Person-Centered Individual Service Plan).

Trainers encourage program participants to improve their performance by gaining new skills, increase productivity from the day before and maintain acceptable quality of work.

When work is not available in some areas, the Trainers continue the guidance in Pre-Vocational skills by leading "downtime" activities. These activities are designed to further develop the pre-vocational skills through activities such as interactive role play, videos, demonstrations, etc.



#### TradeWinds' Vision

The vision of TradeWinds is to be the leading provider for adults and children with barriers to enhance their full potential in the community.

### Organization Values

The following are the core values that guide our organization:

Respect Professionalism Integrity Teamwork Compassion/Patience Quality



TradeWinds
Realizing Potential

3198 E. 83rd Place Merrillville, IN 46410 (219) 945-0100 Fax (219) 940-3369

tradewindsnwi.org



## Pre-Vocational Services

# No Job is Too Small or Too Large

<u>Save Time</u> ~ We can do repetitive tasks to save you time.

Save Money ~ Let us help keep your production costs low.

- Sorting, Assembly & Packaging of products
- Collating marketing materials
- **♦** Product fulfillment
- Discounted shipping available



#### TRADEWINDS' MISSION

Empowering individuals of varying abilities to live to their fullest potential with dignity, integrity, choice and community inclusion.

# "It's not our disabilities, It's our abilities that count." Chris Burke

#### PRE~VOCATIONAL

The Pre-Vocational Training Program is a Day Program designed for adults over 25 years of age to provide training in pre-vocational skill development. It provides opportunities for program participants to develop transferable job skills to realize and achieve their individualized goals.

Both paid work and non-paid training activities are conducted on an individual basis to develop skills based on their personal goals.

Paid training is integrated with TradeWinds Sewing Manufacturing operation, Janitorial Skill Training, Sign Shop Manufacturing, along with Packaging & Assembly outsourced work.





Program Participants receive training and support services to aid in development of pre-vocational skills such as:

Work concepts and employer
expectations
Following directions
Tasks completion
Achieving quality standards
Developing consistent attendance &
punctuality
Problem solving
Workplace safety habits
Communication skills with supervisors
and peers
Appropriate dress

The TradeWinds Pre-Vocational Trainers provide instruction coaching to enable program participants to maximize their performance on a variety of production jobs. Job accommodations are recommended to enable individual enhancement in their performance. Work instructions are provided to guide the individual in performing each job accurately.

In addition to the Trainers, the Pre-Vocational Team includes a Curriculum Coordinator, an onsite nurse, Lead Trainer and Case Managers. All staff receive continuous training and development to ensure the highest quality of customer care.

Whether you need help with your new company or you have repetitive jobs, the TradeWinds team can help. Companies have been outsourcing packing & assembly work to TradeWinds since the late 1970's.

From packing shelving clips, hygiene, skincare & cosmetic products, cabinet parks, or collating marketing material, our team has experience helping companies who outsourced to TradeWinds.

# Your job will also give individuals with disabilities the opportunity to earn a paycheck!

