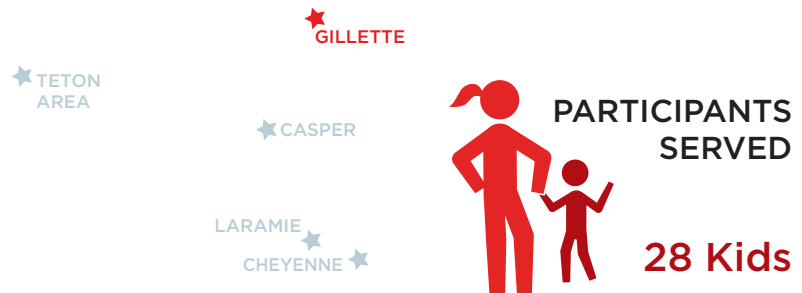


# GILLETTE PROGRAM REPORT

September 2015 – November 2015



## Professional Workflow Specialist Training

Administrative training including components of Microsoft Office™, QuickBooks™, inventory systems, professional writing, operation of office equipment and phone skills.

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Parenting	Project Management
Conflict Resolution	Workplace Communication
Mindfulness	Financial Literacy
Microsoft Office™/QuickBooks™	Interviewing

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Payroll clerk, maintenance tech, warehouse assistant, admin assistant working in medical, industry, real estate and education.

## “Is That My Mom Talking?”

“This program was full of lessons on how to be assertive in life, which the group embraced through their symbolic ‘karate chop.’ One participant in particular really struggled in her life to communicate effectively during conflict and difficult conversations. After practicing at CLIMB, she was able to express herself more effectively and better represent herself and her children.

Her classmates, who had been cheering her on in past attempts, celebrated her success. She was incredibly proud of herself and said her daughter looked at her during one particular conversation that happened outside of CLIMB as if to say, ‘is that my mom talking?’

We really tackled these complicated topics by examining how each participant handles things at work and at home. This approach helped our participants get more practice with how they want to show up in each setting.”

-- Stacie McDonald, Gillette Program Director



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