

Ready to Work (RTW) VOLUNTEER JOB COACH

Ready to Work (RTW) is a unique multi-tiered job readiness and career exploration and preparation program open to all Sonoma Valley youth ages 14-24. Basic and advanced workshops covering the essential soft skills needed to secure employment are a key part of the program. All workshop “graduates” who desire it receive 1:1 job-coaching.

Role of an RTW Job Coach:

- Help their assigned teen(s) identify their employment strengths and interests
- Direct them to appropriate employment opportunities through the Teen Services’ employer network
- Provide occasional job-related coaching as needed during the teen’s first couple months of employment

Job Coach Training and Support:

- Those interested in being a job coach will attend a coach-training workshop to learn the details of the program
- Job Coaches may call TSS Program Manager, Casey Richter, at any time during their coaching term for TSS support

General Expectations:

- Attend 1-2 workshop sessions to become familiar with the program and the teens
- Meet with assigned teen(s) to develop a job search and application plan
- Check in with teens periodically for questions, reassurance, and guidance during the job search process
- Remain available for periodic contact once the teen has successfully secured work

Job Coach Qualifications:

Patience and the ability to inspire and motivate underserved teens and young adults.

Remember: What may be common sense to you is helpful advice to teens as they seek their first jobs.

Questions:

Contact Program Manager, Casey Richter, at casey@teenservicesonoma.org or 707-939-1452.