

## Stepping Forward Works FAQ

Question	Answer
<p><b>What is Stepping Forward Works?</b></p>	<p><b>Stepping Forward Works is a comprehensive Career Pathway Program.</b> Our approach incorporates three core components:</p> <ul style="list-style-type: none"> <li>• Job training</li> <li>• Essential skills building</li> <li>• Assistance with job searching</li> </ul> <p>The ultimate goal is to find you a quality, stable job to get you started in a career and moving toward financial self-sufficiency.</p>
<p><b>What training courses are offered?</b></p>	<p>Currently our program offers training courses in <b>Nurse Aide (CNA)</b>, <b>Office Administration</b>, and <b>Logistics/Forklift</b>. After successful completion of training you'll receive an industry certification.</p>
<p><b>How long is the program?</b></p>	<p>Our program is <b>3 to 5 months</b>, beginning at orientation and running up through the job search process until you land that quality job. Even after you're employed, we're here as a support for you as needed.</p>
<p><b>How much does the program cost?</b></p>	<p><b>We scholarship training and skills courses</b> for candidates who qualify. Because the program is free, candidates have to demonstrate a financial need and follow all student expectations. Depending on the course, there may be minimal supply or testing costs that are the student's responsibility to pay for.</p> <p>If you're interested in just the job training and have the means to pay yourself, you can contact the <a href="#">CareerTech adult education</a> office: 717-263-9033 ext. 227.</p>
<p><b>What are the student expectations?</b></p>	<p><b>Student expectations are outlined in our <a href="#">2019 Student Starter Guide</a></b>, which you can download using the link, or pick up a copy at our office: 182 S. Second St., Chambersburg, PA. In a nutshell, program expectations are attending all courses on time, behaving appropriately, and remaining substance free of drugs and alcohol.</p>
<p><b>What are the program qualifications?</b></p>	<p>Basic qualifications are:</p> <ul style="list-style-type: none"> <li>- Must have a <b>high school diploma or GED</b></li> <li>- Must <b>pass a drug test</b></li> <li>- Must be <b>at least 18 years of age</b> or older</li> <li>- Must be a <b>current resident of Franklin County, PA</b></li> <li>- Must <b>demonstrate financial need</b> for training scholarship</li> </ul> <p>If you meet these basic qualifications and contact us, we'll set up an interview for program consideration.</p>
<p><b>How do I sign up for a course?</b></p>	<p><b>Everyone interested in the program should contact United Way to ask when the next course will be held: 717-262-0015.</b></p> <p>If a course you're interested in is starting soon and you meet the basic qualifications, schedule an interview to be considered for a seat in the course.</p> <p>If the course you're interested in is not being offered at the time you contact us, we'll collect your contact information and reach out once the next course is scheduled. You're also welcome to continue calling our office to check in about every month or so.</p>