

POSITIVE | BEHAVIOR | SUPPORT | CONSULTING

& PSYCHOLOGICAL RESOURCES, P.C.

# **PBS Adult Continuing Education at the Campus Center on the campus of SUNY Old Westbury**

## **Fall 2019: My Life, My Job!**

**Tuesdays, 1:45 - 3:15 PM**

Classes are held

Sept 10, 17, 24; Oct. 1, 8, 15, 29; Nov. 5, 12, 19; Dec. 3, 10

**Registration is limited to 12 students**

**REGISTER TODAY!**

Tuition for the course is \$425.00 for the semester. PBS can receive payment directly from an approved 3rd party payer (FI).



**See reverse side for course description.**

**Visit our website for schedule of classes and detailed registration instructions.**

**Registration: <http://www.positivebehavior.org/adult-education.html>**

**Questions: [AdultEd@PositiveBehavior.org](mailto:AdultEd@PositiveBehavior.org)**

## My Life, My Job!

Vocational readiness skills help students prepare for future careers in their areas of interest. In this class, students will explore career options, learn job readiness skills, set career goals, and learn vocational vocabulary. Lessons will focus on self-advocacy skills, brainstorming dream jobs, making great first impressions, understanding “soft skills”, and getting meaningful work experiences. Students will learn an array of skills including the importance of manners, dressing for success, understanding workplace etiquette, how proper voice, body language and attitude can impact success or failure as a job applicant. Students will be empowered to succeed. Students will learn resume and cover letter writing skills, as well as interviewing and post-interview follow-up.

Students will also have the opportunity to role play a variety of job scenarios and create their own resume. We will conduct mock interviews to promote confidence and achieving a comfort level in real-life work situations.

## Meet the Instructor



Robin Black has an undergraduate Psychology degree from The American University in Washington, D.C. and a Master of Science in Teaching from Fordham University, Lincoln Center. She has studied at Touro College, completing coursework in teaching students with disabilities. Robin is a NYS, dual-certified teacher with experience working with students with behavioral challenges. She has completed the Broker training at OPWDD, which qualifies her to work as a Self-Direction Broker. She has worked as a staff trainer, ensuring that those working with students going through their high school to college transition, are fully trained and able to make the transition for the student as seamless as possible. Robin began teaching at Nassau Community College’s School of Lifelong Learning in the Fall of 2012 . She has covered topics such as Technology, Sociology, Finance, Communication, Safety and Maintaining Emotional and Physical Health.

Besides teaching, Robin’s interests include parent training and counseling, academic support, job coaching and development, staff training and using community resources to create social and vocational opportunities.

*PBS Adult Education classes are taught using various instructional methods tailored to the specific needs of adult learners. Students will be encouraged to develop critical thinking, research and study skills, and utilize technology for learning and collaboration. All students inherently benefit from being engaged in an active college environment.*

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