

Detroit Resource Center

Services to Enhance Potential

Our Program is designed to promote the best quality of life for our consumers by providing life skills and job skills training classes as well as assistance in obtaining employment and volunteer opportunities in the community. Contact your Supports Coordinator for more information.

Social Skills

Conflict Resolution

Money Management

Job Readiness

**EXPLORE
Life Skills**

Consumer Micro Enterprises

Interviewing Skills & Resume Writing

Retail Classes

Computer Class

Employment Services

Janitorial & Maintenance Certification

Volunteer Opportunities

Cooking Class



Contact your Supports Coordinator for more information at:
313-267-9777
STEP Detroit Resource Center
4700 Beaufait
Detroit, Michigan 48207

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Life Skills

- ◊ Social Skills
- ◊ Conflict Resolution
- ◊ Money Management
- ◊ Job Readiness
- ◊ Interviewing
- ◊ Resume Writing

Training classes are available to our consumers that have been designed especially for their personal growth and professional development. The classes are available for STEP as well as Project SEARCH consumers. Classes are scheduled by the Employment Rep for STEP consumers. Skills Trainers also take advantage of the training packages to provide training to the consumers when there is an opportunity to do so. The Training topics currently available are those listed to the left. Trainings are being developed throughout the year to add to the roster. Hygiene training is currently in development and will be available in the fall 2014.



Consumer Micro Enterprises



Micro-Enterprises are a vitally important contributor to the US economy. A Microenterprise is a small business owned by a person with developmental disabilities. They are their own bosses. They call the shots, they create their marketing plans, they hire and fire, make appointments, hold meetings, have customers, sell products and services and contribute to the bottom line of every City and State in which we live. Microenterprises add value to local communities by creating jobs, enhancing income and strengthening the economy. Here at Detroit STEP, we offer opportunities for clients to excel in their endeavors. We have over 20 different micros such as jewelry making, bird houses, planters, fast food (Hamburgers, Pizza, Subs and bakery items) coffee stands, ice cream shop, art work, shredding, Avon and gift baskets as well.

Employment Services

Our Employment Representative searches for employment opportunities for groups, individuals and self-employment (Microenterprises) based upon our consumers individual skills, interests, preferences and capabilities. The consumers receive job development training through our Life Skills classes listed above. They also receive assistance in putting together a professional resume. The Employment Representative continues to provide follow-along services once employment has been obtained.



Computer Class



At our computer class, we learn all sorts of exciting applications for the internet and computers that you might not have thought of. Beyond simply learning "how to turn the computer on" and "How to use a mouse", we explore higher-level skills utilizing resources on the internet. These have included e-mail skills and writing, search optimization, exploring free online apps like the Google Docs suite, and many more topics! We even have a keyboarding section of the class where we learn how to improve our typing skills with the ultimate goal of getting typing certification! It's a really fantastic class and is, most importantly, driven by the needs and wants of those in it.

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Retail OJT Training Class



The Retail class is designed to give consumers the opportunity to be a part of the retail environment. At STEP Detroit we offer a training class to help develop the skills needed for a retail position. Consumers will learn Customer Service, how to operate a cash register, as well as sorting and pricing of merchandise through on-the-job training in our own retail store, Tried & True every Monday from 10 AM to 11:30 AM. They will receive hands on training plus a certificate recognizing their achievement upon completion of the course.

Janitorial & Maintenance Certification

STEP has partnered with a professional cleaning service to provide janitorial training for consumers who have expressed an interest and are determined able (through assessment) to complete the training and perform the duties required. The training consist of the following topics: (1) Intro to Janitorial Services, (2) Interior Office Building Cleaning, (3) Basic Rest Room Cleaning, (4) Daily Floor Maintenance, (5) High Speed Floor Maintenance, (6) Maintaining Janitorial Equipment, (7) Stripping and Finishing Floors, (8) Basic Carpet Cleaning Methods and (9) Custodial Training Manual Review. Consumers who successfully complete the entire training (all modules) receive a certificate of completion suitable for framing. This certificate, which authenticates the success of the training experience, has proven to be an asset in obtaining work in this field.



Cooking Class



Our Consumers are learning to cook. Consumers are taught to prepare delicious meals in a nutritious way. This class is designed to teach basic cooking skills, food presentation and serving. Classes are held at the Eastern Market Tuesday-Friday from 10:00 AM to 2:00 PM weekly. This experience helps to build self-esteem and a sense of pride which was evident in the performance by our consumers at our recent Open House event. The consumers were instrumental in the success of our Open House on June 26, 2014 for "Made In the Market Program" at Eastern Market's Cost Plus (2448 Market St.).

Volunteer Community Opportunities

Consumers are encouraged to volunteer in the community. Currenty our consumers are gaining retail experience while volunteering at our own "Tried and True" retail store. Volunteer service opportunities are available and scheduled regularly during the month for consumers who have expressed an interest in volunteering.

