

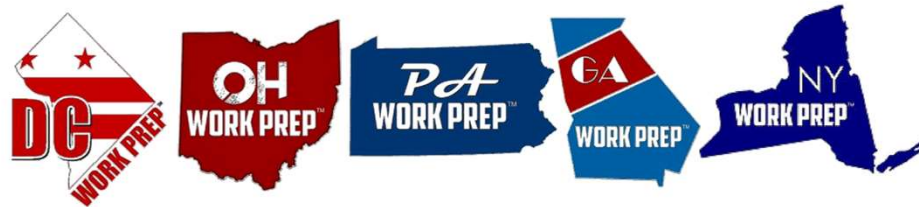


# INNOVATIVE WORK PREPARATION

## FOR THE FUTURE, PRESENT & AGING WORKFORCE

*“Employability Skills are not job specific, but are skills which cut horizontally across all industries and vertically across all jobs from entry level to chief executive officer.”*

*US LABOR DEPARTMENT 2017*



PREP4WORK.ORG

# C.A.E. Workforce Development

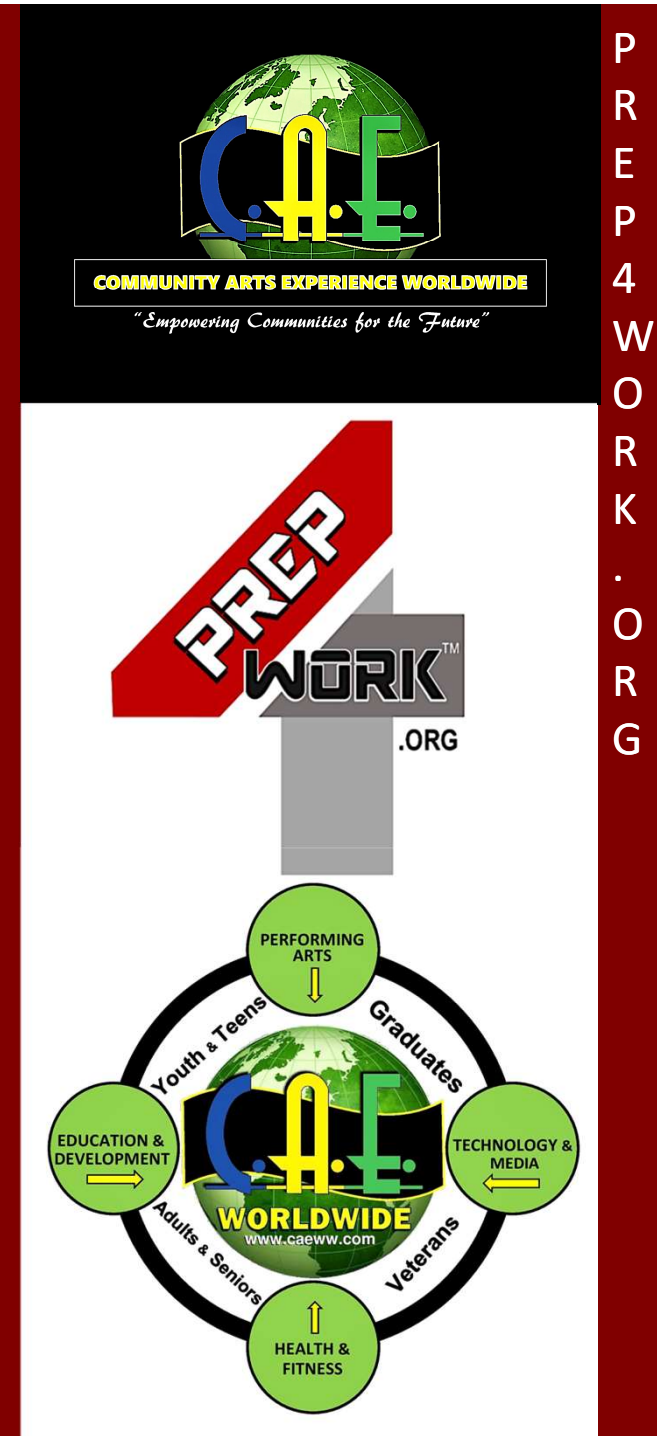
Community Arts Experience (C.A.E.) 501(c)(3) is a services agency dedicated to the education, well-being and empowerment of underserved communities. We provide services and programs that impact learning, student development and improve the lives of children, adults and seniors.

**EDUCATION** – Education Program Development | Academic & Career Planning | Financial Literacy | Entrepreneurship Training

**WORKFORCE DEVELOPMENT** – Career Exploration & Job Readiness & Training | National Certification Programs | Employability Skills | WIOA Compliant Case Management

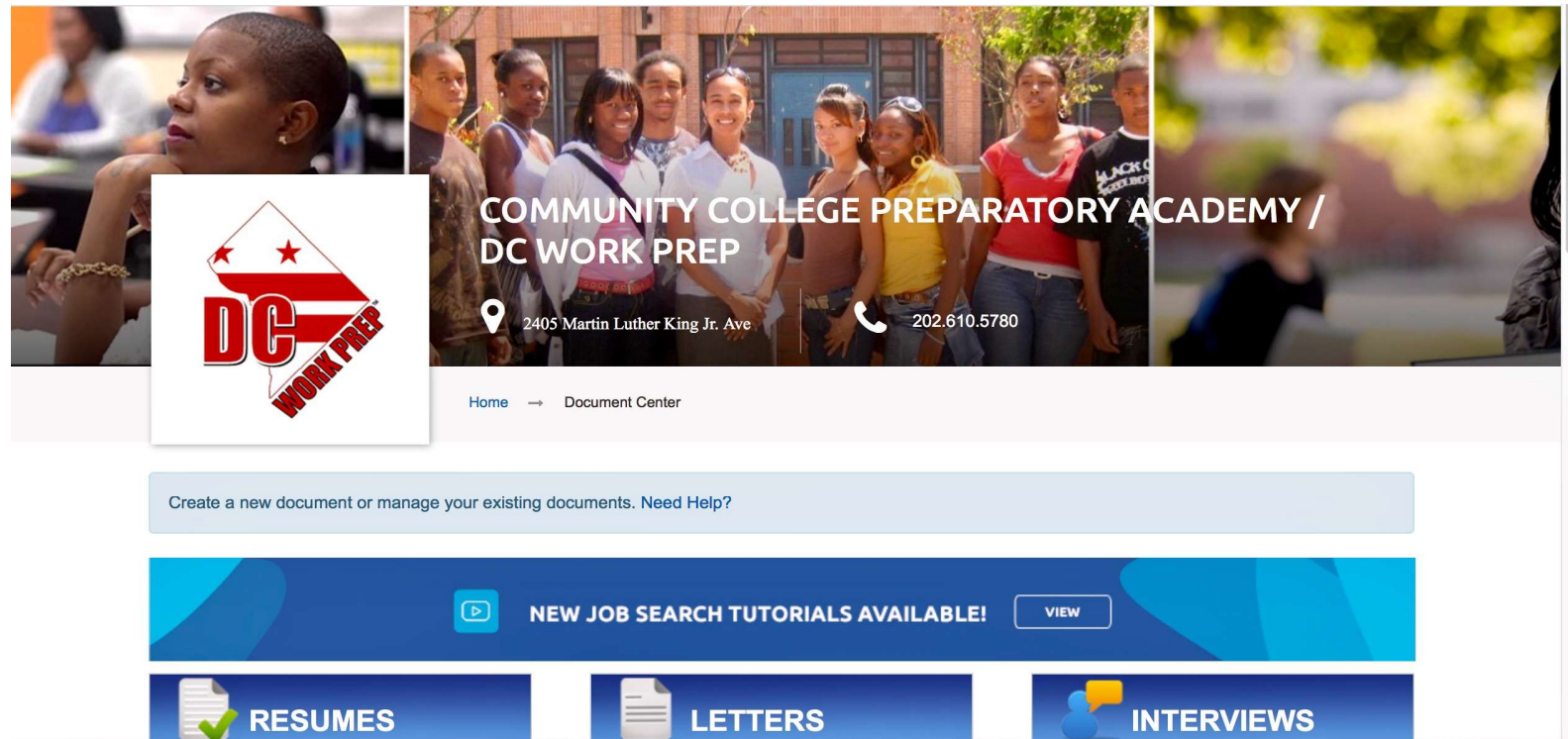
**EMPLOYER NETWORK** – Industry Leadership Partnerships | Recruitment and Job Seeker Services: Placement of Qualified Workers

Internships / Apprenticeships / Job Shadowing / Diversity Leadership Programs



# EMPLOYABILITY TOOLS PLATFORM

CREATE – MAINTAIN & DISTRIBUTE DIGITALLY



- Resume & Cover Letter Development Engine – Customize your resume, cover letter, skills assessments, online interview coaching and preparation
- Personal website development – Online applications are the new normal and job seekers need digital employment collateral ready for digital transfer and the proper training and preparation for workforce innovations.

# PREP 4 WORK EMPLOYABILITY TOOLS PLATFORM

## CREATE – MAINTAIN & DISTRIBUTE DIGITALLY

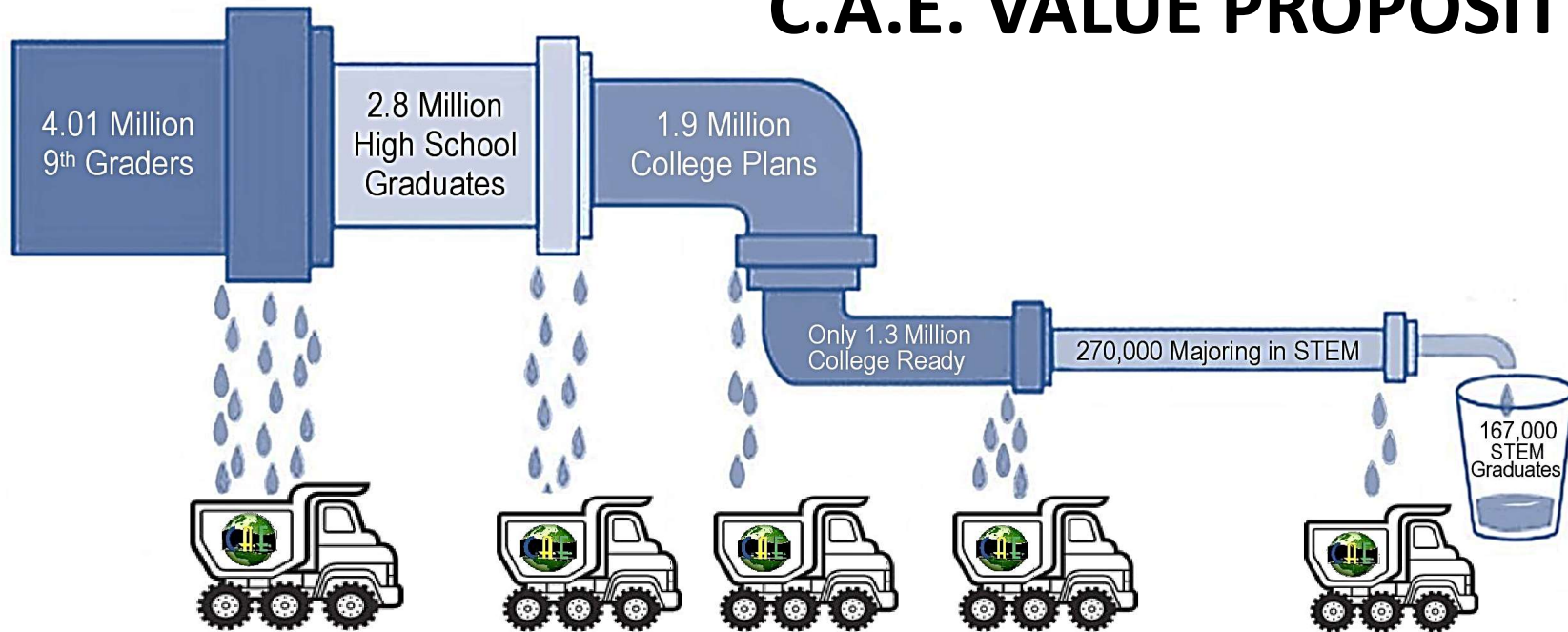
The screenshot displays the user interface of the PREP 4 WORK EMPLOYABILITY TOOLS PLATFORM. At the top, a blue banner reads "NEW JOB SEARCH TUTORIALS AVAILABLE!" with a "VIEW" button. Below this, there are four main sections:

- RESUMES:** Includes a "Create New Resume" button and a "Manage Your Resumes" list with three entries: "Jefferson 1", "Jefferson 2", and "Jefferson3", each with a "Delete" link.
- LETTERS:** Includes a "Create New Letter" button and a "Manage Your Letters" section showing "No Letters".
- INTERVIEWS:** Includes a "Create New Interview" button and a "Manage Your Interviews" section with one entry: "Jefferson1", with a "Delete" link.
- WEBSITES:** Includes a "Create New Website" button and a "Manage Your Websites" section with two entries: "Jefferson" and "Test2", each with a "Delete" link.

- Manage multiple versions of your resume & cover letters – Customize your resume, cover letter, skills assessments, online interview coaching and preparation

- Personal website development – Online applications are the new normal and job seekers need digital employment collateral ready for digital transfer and the proper training and preparation for workforce innovations.

# C.A.E. VALUE PROPOSITION



Along the pathways to success there are many filling stations along the journey. C.A.E. provides AAA services for disadvantaged communities predisposed to getting stuck along the way because of social or economic disadvantages.

We specialize in minimizing the gaps between opportunities and readiness. Providing programs and services while managing the handshake & handoff from education to training partners and employers without dropping the ball. We remain connected via innovative case management tools and high touch engagement is our unique key value proposition.





# PREP 4 WORK

INNOVATIVE WORK  
PREPARATION  
FOR THE FUTURE, PRESENT &  
AGING WORKFORCE

"PREPARE 4 WORK"  
EDUCATION + INNOVATION + EMPLOYMENT  
= EMPLOYABILITY EMPOWERMENT  
[www.Prep4Work.org](http://www.Prep4Work.org)



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are not job specific,  
but are skills which  
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and vertically across  
all jobs from entry  
level to chief  
executive officer.