



PROGRAMS & OUTCOMES

Program Model & Curriculum Overview

The Energe Foundation Job Readiness Program is a planned, cohort-based program combining job readiness training with digital literacy, designed for real-world employment preparation.

Program Snapshot

Program	Energe Foundation Job Readiness Program
Model	Planned five-week cohort-based program
Schedule	Three instructional evenings per week; final schedule remains editable until formally published
Participants	Ages 16+; parent/legal-guardian consent and youth acknowledgment required for minors
Initial cohort size	Approximately 15 participants, with potential growth toward 25 as capacity permits
Completion	Completion certificate only when established program standards are met
Employer/community role	HR professionals, employers, and community volunteers may participate in panels or guest instruction when available

Curriculum Focus

- Workplace expectations and professional communication
- Punctuality and planning
- Employment forms and pay/benefits literacy
- Email etiquette
- Feedback and performance systems
- Digital literacy
- Resumes and applications
- Interview preparation
- Final readiness assessment

Note: *Energe Foundation is a launch-stage 501(c)(3) organization. Program designs, schedules, and measurement categories described in this document are planned and subject to funding and availability. Where an outcome has not yet been verified, it is presented as a planned measure, not an achieved result.*

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