Job Skills Program
Accelerated Format
Process

1. Application to the program: basic demographics, valid US issued photo ID and reading placement test.

2. Attend class for 8 sessions over a 2 week period during which the student will:
   - Write a cover letter and secure letters of recommendation
   - Obtain Riverside County Food Handlers card
   - Complete custodial certification through Buckeye
   - Apply to RUSD for substitute custodian and nutrition service worker via Edjoin
   - Pass a drug screen
   - Pass the district's written test for custodial
   - Pass a physical capacity exam for both job classifications
   - Complete Livescan fingerprints

3. Become hired by RUSD and complete mandated reporter and other district required trainings

4. Begin work!
Cost

Outcomes
Over 275 adults have been hired in RUSD as substitute employees since February 2018!

48 adults have gone from substitute to permanent employee!

$27.00 Riverside County Food Handlers Card

$45.00 Live Scan fingerprinting (during COVID this was $75.00 due to provider closures)

$15.00 Drug screening

$100 x 2 Functional capacity exam. One per job classification is required.