

## 2.8 PERSONAL DEVELOPMENT SKILLS

### PURPOSE

- P1. To teach new students the basic conflict resolution skills needed to participate in the program.
- P2. To facilitate students' employment readiness by providing driver education training.

### REQUIREMENTS

#### ***R1. Conflict Resolution Skills***

Centers shall provide each new student with instruction in basic conflict resolution techniques within the first 60 days of enrollment. At a minimum, instruction shall include:

- a. Content
  - 1. Defining conflict and recognizing when it exists
  - 2. Developing strategies for dealing with conflict
  - 3. Identifying resources available to help resolve conflict
- b. Opportunities to learn and practice conflict resolution techniques.
- c. Explanation of the importance of conflict resolution skills in Job Corps and in the workplace.

#### ***R2. Driver Education and License Attainment***

Centers shall:

- a. Review with each student who does not already possess a license, the steps necessary to attain a license; and document these steps in the Center Information System (CIS) through the students Personal Career Development Plan (PCDP). These actions will take place during CPP.
- b. Provide each new student who does not already possess a driver's license with instruction that will enable him or her to attain a learner's permit.
- c. Initiate driver training during CPP as described in Section 3.22 (Driver education), whenever possible.

### QUALITY INDICATOR

- Q1. Students can describe techniques for managing and resolving conflict.