

# ProLiteracy is seeking pilot programs for the new Pitney Bowes Project: *Employability in a Digital World*



## Overview:

ProLiteracy, with grant support from Pitney Bowes, has developed four new courses focusing on *Employability in a Digital World*. The new courses build on the previously created Pitney Bowes courses, which are available on **Education Network** (login required). The previous courses are: Setting Career Goals, Tailoring Your Resume, Acing the Interview, and Communicating at Work.

The *Employability in a Digital World* courses will teach students how to search, apply, and interview for a job online then thrive in a digital workplace. Pilot sites will get free, first-look access to the four new courses. Each pilot site will support at least 40 learners over a 4-month period (from September 2022 through January 2023) and provide feedback to ProLiteracy at the end of the project, for course improvement.

## Pilot Site Responsibilities:

- Develop an intake form that includes learner contact information, demographics, academic achievements, job history, and goals.
- Facilitate communication with learners who are using the courses.
- Support learners as they complete the courses and practice the skills they learn.
- Ensure that learners complete pre- and post-surveys or assessments (to be provided by ProLiteracy).
- Meet monthly via Zoom with the Project Manager from ProLiteracy.
- Provide a final report to be submitted at the end of the project, which will include information about the process and overall project goals.

## Project Completion:

- Pilot sites will submit final reports to ProLiteracy that provide data and feedback from the courses.
- Pilot sites will participate in development and approve instruments used to gauge project objectives.
- Pilot sites will receive a \$1,000 grant from ProLiteracy (upon submission of the final report) for participating in the pilot and submitting feedback on the courses.

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Please complete the application if your program is interested in applying to be part of the pilot. If you have questions or would like more information, please email the Project Manager at [losowski@proliteracy.org](mailto:losowski@proliteracy.org).

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[CLICK HERE TO APPLY FOR PARTICIPATION IN THE PILOT PROJECT](#)