

# Career Pathways in Action



PECKHAM

November 7, 2024

# Career Pathways in Action



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PATHWAYS

PECKHAM, INC.

NOVEMBER 7, 2024

# Our Mission

PECKHAM IS A NONPROFIT VOCATIONAL  
REHABILITATION ORGANIZATION.  
OUR MISSION IS TO PROVIDE A WIDE RANGE OF  
OPPORTUNITIES TO MAXIMIZE HUMAN  
POTENTIAL FOR PERSONS WITH DISABILITIES  
WHO ARE STRIVING FOR GREATER  
INDEPENDENCE AND SELF-SUFFICIENCY.

# Core Values

- ❖ PEOPLE MATTER TO US. A WHOLE LOT.
- ❖ DIFFERENT IS AWESOME.
- ❖ FREEDOM TO THRIVE.
- ❖ DO GREAT WORK.
- ❖ BE PROUD OF IT.
- ❖ "WE" IS THE PASSWORD.
- ❖ EMBRACE THE "AND".

# Social Enterprises

## Manufacturing Services

- › Apparel
- › General

## Contact Center Solutions

- › Help Desk
- › Contact Center

## 3PL & Fulfillment Services

- › Warehouse

## Custodial Services

- › State facilities

## Peckham Farms

- › Locally grown
- › Farmers Market, Lansing-area

# Current State

Peckham is an organization that  
prides itself on the support and  
service we provide our team  
members





## Current state

- › A great deal of work has already been done to build out a framework for our team member Career Pathways

# Supports for Team Members

- › Vocational Support Specialists (VSS)
  - Including Vocational Training Specialists (VTS)
- › Supervisors
- › Human Resources
- › Talent Development

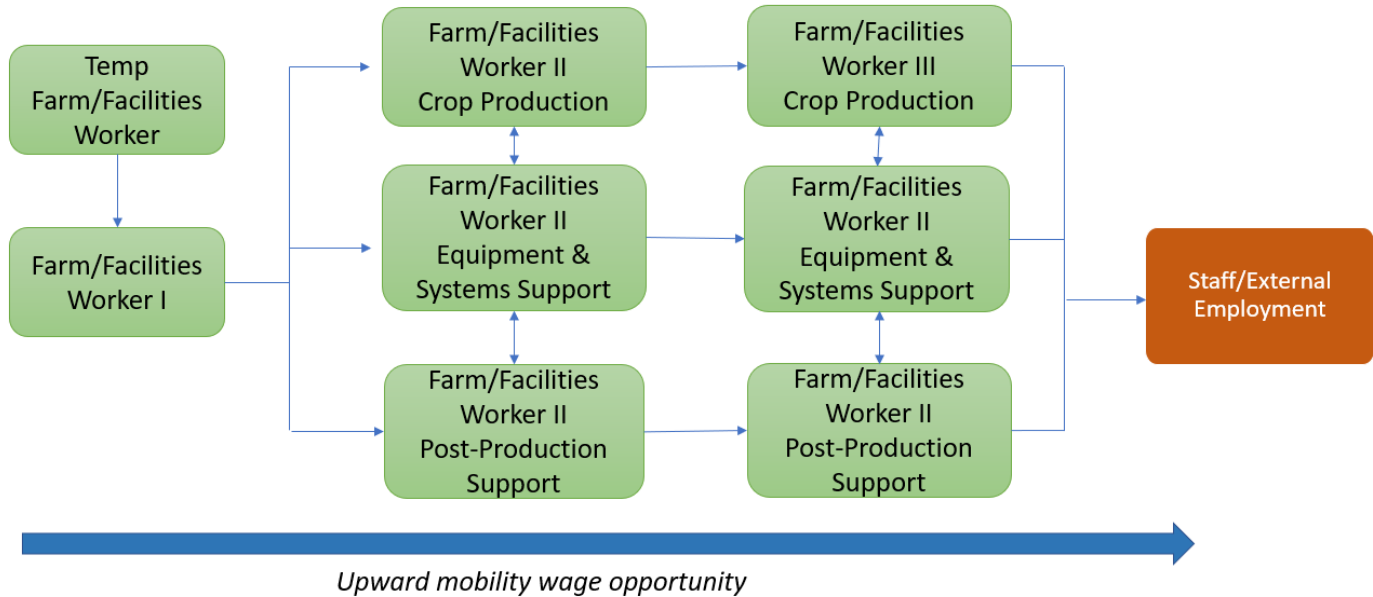


# Skills Matrix

Farm/Facilities Worker Level II Crop Production Support	Required At Entry	Skill Can Be Obtained On the Job	Level	Skill Category (C=Corporate, T=Technical, S=Core Soft Skills)	Training Resource (course name or OJT)		Target Rating	Required At Entry	Skill Can Be Obtained On the Job
DUTIES AND RESPONSIBILITIES						COMPETENCY EXPECTATIONS			
Follow Peckham food and safety guidelines.	X		1	T	General Skills Training I	Constructive Feedback and Giving Correction	Getting it done well		X
Prepare soil, or other medium for planting.	X		1	T	Crop Production Training I	Continuous Learning	Getting it done well		X
Prune and trelliss tomatoes, peppers, etc., runner strawberries		X	2	T	Crop Production Training II				
Perform plant maintenance to support crop production such as planting, transplanting, pruning, trellising, harvesting.		X	2	T	Crop Production Training II	Customer Focus	Getting it done well	X	
Plant starts from seed, transplant seedlings in bags/soil/or other medium.		X	2	T	Crop Production Training II				
Identify common weeds, and understand control measures, like hand pulling, rototilling, mulching, or supervised spraying.		X	2	T	Crop Production Training II				
Read and understand the crop plan and ID all growing areas and crops.		X	2	T	Crop Production Training II	Effective Communication	Getting it done well	X	
Assist with grounds crew in turf and landscape maintenance and installation activities.		X	2	T	General Skills Training II	Job Knowledge	Getting it done well		X
Assist with snow removal and clearing of emergency exits and walking areas, spreading salt & de-icer on walkways, operating a snow blower, constructing snow fences.		X	2	T	General Skills Training II	Meeting Results and Outcomes	Getting it done well	X	
Assist in overhead and specialty cleaning of wall, ceiling, and floor surfaces cleaning by means of dusting or vac systems		X	2	T	General Skills Training II	Problem Solving	Getting it done well	X	
Assist with setup and removal of holiday decorations around Lansing area facilities i.e. hanging lights, setting up displays, following diagrams and verbal instructions.		X	2	T	General Skills Training II	Quality Orientation	Getting it done well	X	
Assist with general facility maintenance including repair,									

# Career mapping

## *Farm/Facilities Career Pathway*



## Career Mapping

The job descriptions for each position are also posted to this page, along with some training opportunities.

The following areas will help you prepare for this position:

Training Resource	
	<ul style="list-style-type: none"> <li>• <a href="#">Academic Support</a></li> <li>• <a href="#">Step Forward English - English as a Second Language</a></li> </ul>
	<ul style="list-style-type: none"> <li>• <a href="#">Math Foundations &amp; Number DNA</a></li> </ul>
	<ul style="list-style-type: none"> <li>• <a href="#">Computer Basics (AmeriCorps)</a></li> <li>• <a href="#">Technology Open Lab</a></li> </ul>
	<ul style="list-style-type: none"> <li>• <a href="#">Principles of Effective Teamwork</a></li> <li>• <a href="#">Personality and Workplace Success</a></li> </ul>
	<ul style="list-style-type: none"> <li>• <a href="#">Communication Skills (Parts 1 - 4)</a></li> <li>• <a href="#">Needs-Based Communication</a></li> </ul>
	<ul style="list-style-type: none"> <li>• <a href="#">Self-Management &amp; Adjusting to Change (AmeriCorps)</a></li> <li>• <a href="#">Emotions &amp; Resiliency (Parts 1 &amp; 2)</a></li> <li>• <a href="#">Emotions &amp; Resiliency (Parts 3 &amp; 4)</a></li> </ul>

## Job Description

### SUMMARY

The Farm/Facilities Worker II assists in various responsibilities throughout the Peckham Farms. This position involves working during the growing season, including weeding, maintenance, and general farm work. The worker is responsible for maintaining equipment, and assisting with landscape removal, setup/removal, and other activities. This position promotes Peckham Farms' commitment to safety and the well-being of its stakeholders. Assistance with safety training and equipment is provided. Must have access to a valid driver's license.

The Level II position involves safety training, and

## Looking to the Future

- Creating clarity regarding upward mobility with visible, actionable pathways
- Providing a system which supports equity
- Meeting the needs of each line of business as they define a skilled workforce
  - Ensure that team members gain skills to support their employment and a more stable place in society



Looking to align skill development across the entire org.

1 - Before Hire	Job Specific Skills	Assist retail customers by providing outstanding customer service.	5 Firm/Facilities Worker 1 Post Production
1 - Before Hire	Job Specific Skills	Assist with grounds maintenance in turf and landscape maintenance and installation activities.	5 Firm/Facilities Worker 1 Post Production
1 - Before Hire	Job Specific Skills	Lead a team to snow removal and clearing of emergency exits and walking areas, spreading salt & de-ice on walkways, constructing snow fences, operating a snow blower.	5 Firm/Facilities Worker 1 Post Production
1 - Before Hire	Job Specific Skills	Assist in overhead and specialty cleaning of walls, ceilings, and floor surfaces (cleaning by means of darning or wet mopping).	5 Firm/Facilities Worker 1 Post Production
1 - Before Hire	Job Specific Skills	Lead team to setup and removal of holiday decorations around Lansing area facilities i.e. hanging lights, setting up displays, following diagrams and verbal instructions.	5 Firm/Facilities Worker 1 Post Production
1 - Before Hire	Job Specific Skills	Assist with general facility maintenance including repair, cleaning and upkeep of fixtures, appliances, storage, and furniture, as well as assisting with installation using hand and tools.	5 Firm/Facilities Worker 1 Post Production
2 - Before Hire	Job Specific Skills	Maintain a safe and healthy work area and report any safety concerns to the supervisor.	5 Firm/Facilities Worker 1 Post Production
2 - Before Hire	Job Specific Skills	Lead one of the Puchman Farms General Skills Training Certification	5 Firm/Facilities Worker 1 Post Production
2 - Before Hire	Math	Basic Math: Measuring and Specialty Reasoning	5 Firm/Facilities Worker 1 Post Production
2 - Before Hire	Soft Skills	Reading Comprehension and Spelling/ Grammar	5 Firm/Facilities Worker 1 Post Production
2 - Before Hire	Technology Training	IT Security Basics	5 Firm/Facilities Worker 1 Post Production
2 - Before Hire	Technology Training	Computer Basics, Software Introduction Level 1	5 Firm/Facilities Worker 1 Post Production
2 - Before Hire	Technology Training	Computer Skills: Word Introduction Level 1	5 Firm/Facilities Worker 1 Post Production

# The new maps look the sameish...

Think of these positions as rungs of a ladder. We've added rungs between the rungs.

Here's why.

## Farm and Facilities Journey



# Farm Facilities Worker I Learning Plan

## Learning Objectives

- On the Job Trainings
  - General Skills Training I
  - General Safety Training I
- Talent Development Trainings
  - CASAS Score of 180
  - TMTD: Math – Measuring and Fractions
- Recommended Trainings
  - AmeriCorps: Budgeting
  - TMTD: Teamwork
  - General Skills Training II
  - General Safety Training II
  - Crop Production Training II
  - Post-Production Training II
  - Equipment and Systems Training II

## Assessments

- Farm General Skills Assessment pass with 80% score

## Longevity

- 90 days on the job

## Performance

- 90 days of Satisfactory Performance Reviews

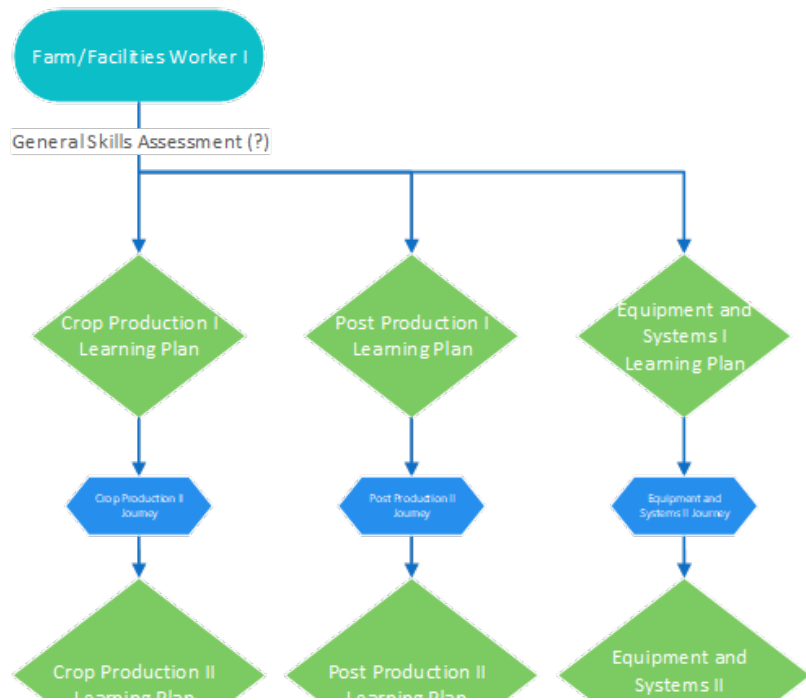


# Step by step...

Based on each job description, a plan will be written with specific steps like:

- › Trainings that team members can take online or register to take in person
- › Performance metrics
- › Job shadows, when appropriate
- › On the job skills assessments
- › Certifications
- › Longevity in a position

## Farm and Facilities Journey





# Welcome to Your Journey

These steps have been curated to help support and guide you.

Check off required steps when you've finished them, and explore recommended steps as optional resources.

**Continue** >

## Week 1

2 Required Steps remaining

### Up Next:



#### Performance Management Online

Required Learning

[Start Here >](#)



#### Setup 1:1 With Your Team Members

Required To Do

### Recommended Steps



#### My Org Chart

Task

## Transition to Manager



0/4 Required Steps Complete

### Week 1

2 Required Steps remaining

### Getting Settled in - Week 2

2 Required Steps remaining

## Getting Settled in - Week 2

2 Required Steps remaining

### Up Next:



#### Setup A Recurring Monthly Team Meeting

Required To Do

[Start Here >](#)



#### Check-in With Your People Leader

Required To Do

### Recommended Steps



#### How To Give & Receive Feedback

Learning

## Transition to Manager



0/4 Required Steps Complete

### Week 1

2 Required Steps remaining

### Getting Settled in - Week 2

2 Required Steps remaining



## Modeling the system

- › We are keeping in mind the systems that team members would navigate elsewhere if they elect to work outside of Peckham, or also like school.

# The Challenges

Our team members have barriers to employment, which include barriers that make it challenging to offer them development.





## Additional Supports

- › Computer lab time
- › English program
- › Training for and ongoing collaboration with VSS
- › Expanded and combined New Hire Orientation
- › AmeriCorps Members on site



## Peckham Statistics

**689** Upward Mobility at Peckham

**705** Upward Mobility in  
Community Employment

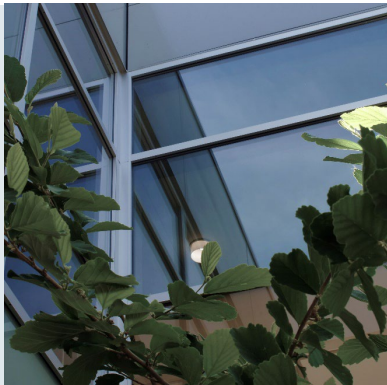
**\$83.3M** Team Member Wages

**6,482** Team Members Served

Information from fiscal year ending October 2023

# What We Do

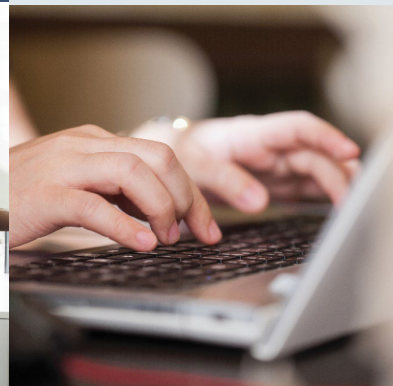
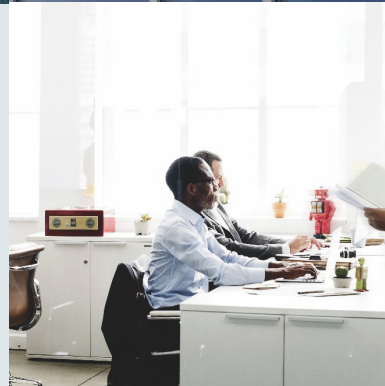
EVALUATE



PLACE



TRAIN



# Questions?

# Thank You

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