

# Cara Workforce Development Solutions Lab Agenda

September 29<sup>th</sup> – October 1<sup>st</sup>, 2025

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## Monday, September 29th – Day 1 – 237 S. Desplaines

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| 8:15 am – 8:30 am:   | Arrival                                                                                                                                                        |
| 8:30 am – 8:50 am:   | Introductions & Group Norms                                                                                                                                    |
| 8:50 am – 10:15am:   | <b>Community Building Activity:</b> Reintroductions                                                                                                            |
| 10:15 am – 10:30 am: | Break                                                                                                                                                          |
| 10:30 am – 10:45 am: | Cara Collective Overview                                                                                                                                       |
| 10:45 am – 12:15pm:  | <b>Program Model Activity:</b> Participant Journey                                                                                                             |
| 12:15 pm – 1:00 pm:  | Lunch                                                                                                                                                          |
| 1:00 pm – 1:45 pm:   | <b>Recruitment:</b> Cara's recruitment and admissions process with Jill Lewandowski, Manager of Recruitment & Admissions                                       |
| 1:45 pm – 2:00 pm:   | Break                                                                                                                                                          |
| 2:00 pm – 2:45 pm:   | <b>Supportive Services:</b> Cara's engagement, mental health, and supportive services process with Rita Balzotti, Director of Engagement & Supportive Services |
| 2:45 pm – 3:30 pm:   | Day One Reflections & Debrief Activity                                                                                                                         |

## Tuesday, September 30th – Day 2 – 237 S. Desplaines

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| 8:30 am – 9:00 am:   | Arrival and Overview of the Day                                                                                                |
| 9:00 am – 9:45 am:   | <b>Morning Motivations:</b> training taught by Jesse Teverbaugh, Director of Training and Alumni Affairs                       |
| 9:45 am – 10:00 am:  | Break                                                                                                                          |
| 10:00 am – 12:00 pm: | <b>Training Class:</b> taught by Jesse Teverbaugh, Director of Training and Alumni Affairs                                     |
| 12:00 pm – 1:00 pm:  | Lunch                                                                                                                          |
| 1:00 pm – 2:00 pm:   | <b>Training:</b> Cara's socio emotional training and curriculum with Jesse Teverbaugh, Director of Training and Alumni Affairs |
| 2:00 pm – 2:15 pm:   | Break                                                                                                                          |
| 2:15 pm – 3:00 pm:   | <b>Coaching:</b> Cara's approach to retention coaching with DaSean Hillsman Manager of Coaching & Retention                    |
| 3:00 pm – 3:15 pm:   | Break                                                                                                                          |
| 3:15 pm – 4:00 pm:   | Day Two Reflections & Debrief Activity                                                                                         |

## Wednesday, October 1st – Day 3 – 237 S. Desplaines

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| 8:30 am – 8:50 am:   | Overview of the Day & Homework Review                                                                                                                                           |
| 8:50 am – 9:30 am:   | Morning Motivations                                                                                                                                                             |
| 9:30 am – 9:45 am:   | Break                                                                                                                                                                           |
| 9:45 am – 10:30 am:  | <b>Business Development:</b> Cara's approach to building and developing new partnerships with Tim Loeffler, Associate Director of Corporate Partnerships & Business Development |
| 10:30 am – 11:00 am: | <b>Activity:</b> Understanding your Value Proposition                                                                                                                           |
| 11:00 am – 11:15 am: | Break                                                                                                                                                                           |
| 11:15 am – 12:00 pm: | <b>Employment Services:</b> Cara's approach to deepening partnerships and matching participants with open roles with Corneisha Fowler, Manager of Employment Services           |
| 12:00 pm – 1:00 pm:  | Lunch                                                                                                                                                                           |
| 1:00 pm – 3:00 pm:   | <b>Solutions Salon</b>                                                                                                                                                          |
| 3:00 pm – 3:45 pm:   | Day Three Reflections & Debrief Activity                                                                                                                                        |
| 3:45 pm – 4:00 pm:   | Closing Lab & Next Steps                                                                                                                                                        |

*All times are Eastern*