

Work is the Way Scope of Work 2018-2019 - FY19

Work Is the Way Restaurant and Foodservice Education Initiative

This initiative provides training for a career in the restaurant/food service industry. The program will teach important real-world concepts through industry-based curriculum (ProStart) to the Homeless, to Vets, to Refugees, and to anyone recommended to the Work is the Way program by a provider of employment services, such as but not limited to the Utah Department of Workforce Services. Training is always a starting point and ProStart provides students a strong foundation and opens doors to rewarding restaurant careers in both the Management and Culinary operations in the restaurant and food service industry. The Utah Restaurant Association has been training restaurant employees for over 20 years in the state of Utah. Our training program (ProStart) provides the certifications needed to succeed in the industry. This training program will assist in the efforts to bring dignity to every person and every job!

A rigorous five-week curriculum, teaching students about the food service industry, customer relations, standard accounting practices, management and life skills in association with the preparation and nutritional values of food and food products, knife skills certification, workplace safety certification, food safety manager certification. Students will complete 200 hours of training including skills training and can take the Food Manager Professional certificate testing at the completion of the training session. Program certifications are nationally recognized by the restaurant industry. Work experience and industry job placement.

The Utah Restaurant Association will follow legislative intent and administer the Work is the Way Restaurant and Foodservice Training and Education Initiative for the homeless, refugees, veterans, and provide invoices to the Utah Department of Workforce Services to deliver to the URA the appropriation provided by the Utah State Legislature for the Work is the Way program. The Utah Restaurant Association will be responsible for the Work is the Way program and will deliver the following:

Work is the Way Initiative Scope of Work

July 2018 - August 2018

Advisory Committee Meetings
Final planning and preparation of Calendar
Teacher Training – Program Goals and Objectives
Final Committee Approval – Department of Workforce Services
Notification to Restaurant Industry of Employment Opportunities job placement of the students.

September 10, 2018 – October 12, 2018 - Square Kitchen – 751 West 800 South, Salt Lake City

Training Classes Begin – First Session (10 Students)
Culinary Training includes: Kitchen Basics – Equipment – Knife Skills – Menu Development – Salads (Cold Sauces, Dressings) - Stocks, Sauces, Soups – Herbs, Spices, Garnishing – Potatoes, Grains, Pasta - Cooking Methods Introduction to Baking - Eggs, Dairy – Fruits, Vegetables – Meats to include Poultry and Seafood Sustainability – Plating.
Management Training includes: Communication skills – Handling Customer Complaints – Professional Attitude - Team Work – Knowledge of discrimination issues (ADA) Making and Completing Assignments
Personal hygiene and grooming – Compliance with company rules, policies, and procedures - Food Safety Manager training/testing (Certificate) - Costing of Labor/Menu – Purchasing Workplace Safety Training/Testing (Certificate) – Basic computer Skills - completing an application.

November / December 2018 – Work Experience

Opportunity for on-site Work Experience – Catering Companies, restaurants, contract feeders – No classes

January 14, 2019 to February 15, 2019 – Square Kitchen, 751 West 800 South, Salt Lake City, Utah

Training Classes Begin – Second Session (10 Students)

Culinary Training includes: Kitchen Basics – Equipment – Knife Skills – Menu Development – Salads (Cold Sauces, Dressings) - Stocks, Sauces, Soups – Herbs, Spices, Garnishing – Potatoes, Grains, Pasta - Cooking Methods - Introduction to Baking - Eggs, Dairy – Fruits, Vegetables – Meats to include Poultry and Seafood Sustainability – Plating.

Management Training includes: Communication skills – Handling Customer Complaints

Professional attitude - Team Work – Knowledge of discrimination issues (ADA) – Making and Completing assignments – Personal hygiene and grooming – Compliance with company rules, policies, and procedures - Food Safety Manager training/testing (Certificate) – Costing of Labor/Menu – Purchasing Workplace Safety Training/Testing (Certificate) – Basic computer skills completing an application.

March 4, 2019 to April 5, 2019 – Square Kitchen, 751 West 800 South, Salt Lake City, Utah

Training Classes Begin – Third Session (10 Students)

Culinary Training includes: Kitchen Basics – Equipment – Knife Skills – Menu Development – Salads (Cold Sauces, Dressings) - Stocks, Sauces, Soups – Herbs, Spices, Garnishing – Potatoes, Grains, Pasta – Cooking Methods - Introduction to Baking - Eggs, Dairy – Fruits, Vegetables – Meats to include Poultry and Seafood – Sustainability – Plating.

Management Training includes: Communication skills – Handling Customer Complaints

Professional attitude - Team Work – Knowledge of discrimination issues (ADA) – Making and Completing assignments – Personal hygiene and grooming – Compliance with company rules, policies, and procedures - Food Safety Manager training/testing (Certificate) – Costing of Labor/Menu – Purchasing Workplace Safety Training/Testing (Certificate) – Basic Computer Skills Completing an application.

April 29, 2019 to May 31, 2019 – Square Kitchen, 751 West 800 South, Salt Lake City, Utah

Training Classes Begin – Fourth Session (10 Students)

Culinary Training includes: Kitchen Basics – Equipment – Knife Skills – Menu Development – Salads (Cold Sauces, Dressings) - Stocks, Sauces, Soups – Herbs, Spices, Garnishing – Potatoes, Grains, Pasta – Cooking Methods - Introduction to Baking - Eggs, Dairy – Fruits, Vegetables – Meats to include Poultry and Seafood – Sustainability – Plating.

Management Training includes: Communication skills – Handling Customer Complaints – Scheduling

Professional attitude - Team Work – Knowledge of discrimination issues (ADA) – Making and Completing assignments – Personal hygiene and grooming – Compliance with company rules, policies, and procedures - Food Safety Manager training/testing (Certificate) – Costing of Labor/Menu – Purchasing Workplace Safety Training/Testing (Certificate) – Basic computer skills – Completing an application.

* Location is reserved as Square Kitchen but could change to a new facility that is scheduled to open in 2019.

10 Students per session will give the Chef and Management Specialists time to work with each student. We are also keeping the class small so that if students from a previous session want to come back for additional help we can provide for their needs. We want every student to be provided with the confidence and skills to succeed, obtain a job and create a better life

“Work is the Way”
Budget Narrative 2018-19 - FY19

ADMINISTRATION

Administration of the Work is the Way program will be under the direction of Melva Sine, President of the Utah Restaurant Association. Responsible for technical and administrative oversight, program visits, trainings, data, and Work is the Way advisory committee.

EXPERT RESOURCES

Fees for Professional demonstrations, tours, and specialty training sessions to include but not be limited to: use of equipment, vegetable and fruit carving, herbs and spices, point of sale equipment, and any specialty training that may be needed for the student's success.

STUDENT TRAINING AND TESTING

Student trainings will be conducted in six sessions with a minimum of 10 students and will include but not be limited to expert demonstrations, job opportunities and continuing education. Product purchases of produce, chickens, and any other products necessary to provide the skills training and testing for each student.

COMPETITIONS

Each session will end with a team competition event requiring a host location, awards, and judges. Industry will be invited to attend the competition and hire the students at this event for job placement. Each student's skills will be highlighted during the competition so employers can make job offers to the students.

TRAINING - STUDENT NEEDS

Training and Student needs requests will be filled from available resources. Items to be considered will include but not be limited to: culinary tools of the trade, knife kits, thermometers, uniforms, small wares, speed racks, skills training books, paid internships for students, video's, ServSafe food safety certification to include food safety manager, allergen training, alcohol service training, workplace safety training, and testing supplies.

Work is the Way Initiative
Proposed Budget - FY19

July 1, 2018 to June 30, 2019

ADMINISTRATION	\$25,000.00
Administration of Work is the Way program in Utah to include: staff, cell phones, printing, copies, teacher training, industry participation, job placement, website upgrades and maintenance, software, equipment purchases, and maintenance, accounting, legislative presentations, special events, and professional expenses as required for any duty required for Administration of the program.	
EXPERT RESOURCES	\$10,000.00
Demonstrations, Training Seminars, industry tours, connecting to industry, Mentor Chefs, industry experts, demonstrations, products for demonstrations, travel, meals, and all costs associated with third party training experts.	
INSTRUCTORS	\$40,000.00
Includes all costs for classroom instruction for each of the six training sessions to include up to 10 students per session.	
STUDENT TRAINING-INTERNSHIP	\$20,000.00
Uniforms, Facility Fees, Finals Testing Fees, ServSafe Food Safety Manager training, testing, certification; ServSafe food handlers, ServSafe allergen to include training materials and testing. MFP certification training, testing. Curriculum and all training books, guides or other items needed for training and instruction	
COMPETITION – JOB PLACEMENT – PAID INTERNSHIP	\$55,000.00
Host Location/Meals/Judges/Awards Banquet/Filming, internet posting, prizes, trophies, plaques, and other awards, paid internships (student fees) and certifications.	
TRAINING MATERIALS - SUPPLIES	\$10,000.00
Food, small wares, equipment, notebooks, pens, pencils, and other training materials as needed and required to meet the training objectives outlined in the Scope of Work.	
TOTAL FY19 ProStart Projected Costs	\$160,000.00

