

# Life Skills Series: Basic Skills for Lifelong Success

a project of Reentry Essentials

## COMMUNITY REENTRY: TOOLS FOR SUCCESS

Workbook helps readers gather ID documentation, find employment and housing, and set up bank accounts. Offers advice on finding good health care, avoiding substance abuse, and rediscovering relationships. Also helps readers evaluate their job skills, set goals, create a budget, manage stress, and more. Includes a detachable card for recording contact information. Fill-in sections, worksheets, and other interactive features make workbooks ideal for ongoing reference. 32 pages, 8 1/2" x 11"

### Community Reentry: Tools for Success

This interactive workbook helps readers master the essentials of making a successful return to the community.

#### Contents:

- Preparing for a job
  - Getting your ID and other important documents
  - Your interests, strengths, and skills
  - Your accomplishments
  - Jobs that might be right for you
  - Finding job leads
- Applying for a job
  - Resumes and cover letters
  - Answering questions about your conviction
- Interviewing
  - Preparing for an interview
  - The day of the interview
  - Keeping track of your contacts
- In the workplace
  - Your paycheck
  - About benefits
  - Meeting expectations and getting along with co-workers
  - Finding transportation
- Housing, health, and other matters
  - Finding a place to live
  - Managing your money
  - Taking care of your health
  - Avoiding harmful habits
  - Rediscovering relationships
- Resources
  - Getting help

Includes a **detachable reference card** that readers can fill in and use when applying for jobs.

**Our interactive workbooks help transform knowledge into action!**

#### All of our workbooks feature:

- Plenty of important information laid out in a clear, comprehensible style
- Fill-in sections, worksheets, and other features designed to engage readers and reinforce learning

Single Print = **\$4.95** | *Print Item Number REP05*

Complete Print Set = **\$59.95** | *Item Number RECPS (14 Titles)*

Single Digital = **\$95.00** | *Digital Item Number RED05*

Complete Digital Set = **\$495.00** | *Item Number RECD5 (14 Titles)*



**Complete Digital and Print Sets Include FREE Course Outline, and Instructor Materials with S.M.A.R.T. Objectives.**