



Onsite and Community-Based Instruction and Pre-Vocational Training

Monarch Transition Education Program (MTEP) prepares Monarch School students ages 14 and older for success after graduation in the areas of employability, independent living and community inclusion. MTEP incorporates instruction, pre-vocational training, experiential learning, fine arts, therapy, and transition planning. Opportunities exist both on and off campus in simulated and real-world settings for students to learn, practice and generalize critical life skills.

For students who benefit from additional supports in a familiar environment, MTEP offers many on-campus pre-vocational training experiences, including:

- **Soap Shop** Create, package and take inventory of soap for periodic sales
- **Note Shop** Design, print and package note cards for periodic sales
- **Bakery & Meow Mart** Bake and package dog and cat treats for periodic sales
- **Plant Shop** Grow, water, weed and harvest plants for periodic sales
- **Clerical Skills & Technology Training** Data entry, file, collate, copy, type and telephone skills in a simulated office setting
- **Life Skills Training** Food preparation, domestic skills, hygiene and safety in simulated home environments
- **MTEP Mart** Cashier and stocking skills, monetary concepts, consumer awareness and social skills in a simulated retail setting
- **Café Crew** Clean, set tables and serve food in a simulated café

OUR COMMUNITY PARTNERS

As students demonstrate the ability to safely and successfully learn in the community, they are afforded opportunities to practice everyday skills at locations including banks, grocery stores and libraries. Thanks to more than 20 partnerships MTEP has established with community organizations, students also receive pre-vocational training 2-5 times per week with support from MTEP staff at numerous job sites, including:

All City Candy

Overview Sort and package products, take inventory, assist on the sales floor, perform basic clean-up and organization

Frequency Daily, 2-3 hours

Ratio 1:1 and 1:2

Chagrin Valley Lucky Dog Club

Overview Clean dog crates, do laundry, filing

Frequency Tuesday & Thursday, 1-2 hours

Ratio 1:1

Chick-fil-A

Overview Patrol parking lot and outside areas for litter, bus tables, mop floors, take out trash, wash dishes

Frequency Monday-Thursday, 1-2 hours

Ratio 1:1

Christ Church

Overview Pass out books and envelopes, perform light custodial work

Frequency Tuesday & Thursday, 1 hour

Ratio 2:3

Cleveland Museum of Natural History

Overview Greet and guide guests, data entry, basic cleaning, special projects

Frequency Monday-Thursday, 1-2 hours

Ratio 1:1 and 1:2

Dave's Market

Overview Stock shelves in numerous departments

Frequency Wednesday-Friday, 2 hours

Ratio 1:2

OUR COMMUNITY PARTNERS

First Federal Credit Union

Overview Data entry, filing, basic cleaning
Frequency Monday, Wednesday & Friday, 1-2 hours
Ratio 1:1 and 1:2

Fit Body Boot Camp

Overview Vacuum, wipe down equipment, clean kitchenette
Frequency Tuesday, 1.5 hours
Ratio 1:2

Gordon Food Service

Overview Unload trucks, stock inventory
Frequency Monday, Wednesday & Friday, 1-2 hours
Ratio 1:1 and 1:2

Heinen's

Overview Bake and package cookies in the bakery
Frequency Tuesday & Thursday, 1.25 hours
Ratio 1:2

Hiram Farm

Overview Perform daily tasks required to run and operate a working farm
Frequency Summer Only, Monday & Wednesday, 1-2 hours
Ratio 2:3 and 2:4

John Carroll University (JCU)

Overview Deliver and collect mail throughout campus
Frequency Daily, 1 hour
Ratio 1:2

JCU Grasselli Library & Breen Learning Center

Overview Enter returned books into computer, reshelve books, check out books, dust shelves and books
Frequency Monday-Thursday, 1-2 hours
Ratio 1:1

Life Time Fitness

Overview Clean workout machines & equipment, wash & fold towels
Frequency Daily, 1-2 hours
Ratio 1:2

MedWish

Overview Count, sort and package repurposed medical supplies for distribution to international locations
Frequency Wednesday & Thursday, 2 hours
Ratio 3:5

Nerone & Sons

Overview Clerical and light custodial work
Frequency Daily, 2 hours
Ratio 1:1

Nook Industries

Overview Clerical work, quality assurance, gather & deliver materials, assemble & package materials
Frequency Monday & Tuesday, 2 hours
Ratio 1:2

PetSmart Mayfield Heights

Overview Clean pet habitats, assist with animals scheduled for grooming, general cleaning
Frequency Tuesday & Thursday, 1-2 hours
Ratio 1:2

Sirius Strides Dog Training

Overview Set up training equipment, assist with course and obedience training
Frequency Tuesday & Thursday, 1-2 hours
Ratio 1:2

Stone Gardens

Overview Set up dining room for assisted living residents
Frequency Monday, Wednesday & Friday, 1 hour
Ratio 2:5

T.J. Maxx and Home Goods

Overview Unload trucks, stock inventory
Frequency Monday, Wednesday & Friday, 1-2 hours
Ratio 1:2

Winking Lizard Tavern

Overview Set tables, prepare service stations
Frequency Daily, 1 hour
Ratio 2:5

Wholesale Supplies Plus

Overview Count items for customer orders, package items for shipment
Frequency Monday-Thursday, 1-2 hours
Ratio 1:2 and 1:3

For more information, please call 216.320.8502 or 800.879.2522, or email intake@bellefairejcb.org.
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