

FOR ADDITIONAL INFORMATION CONTACT:

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**Thursday Afternoons**

**2:00 p.m. until 4:00 p.m.**

**Amador Co. Probation Department**

**675 New York Ranch Rd. Jackson CA 95642**

(Office Faces Rollingwood Drive)

**209 223-6387**

## P.L.A.N.

The Amador County Probation Department and the Amador County Library Literacy Services Program have networked their available resources in this unique partnership, thereby offering probationers the opportunity to build a more constructive and successful future for themselves.

# Probation Literacy Assistance Network



**P.L.A.N.**

**PLAN for your future!**



**209 223-6305**

**or**

**209 223-6387**

## P.L.A.N. for Success

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The **Probation Literacy Assistance Network (P.L.A.N.)** offers probationers the educational support and resources that are necessary in order to acquire basic-to-intermediate literacy skills. It also offers assistance to participants who have identified vocational goals that are focused toward increasing their job skills and/or employability.

Services include  
(but are not limited to):

- GED Preparation
- Computer Basics Skills
- Keyboard/Typing Skills
- Reading & Vocabulary Improvement
- Writing/Composition
- Mathematics
- Resume Building
- Job Seeking, Job Application & Interview Skills
- Individual Vocational Goals

### **Individualized Assistance**

Tutors will be available to assist probationers during program hours on Thursday afternoons from 2:00 p.m. until 4:00 p.m. (in the new educational room at the Probation Department).

Educational assistance is learner-centered: concrete goals will be identified by the learner and the assigned tutor will then seek out the most practical and appropriate methods available to aid the individual in attaining these goals.



### **Computer Literacy**

Recognizing that basic computer skills are now an essential part of today's functional definition of "literacy", participants will be encouraged to gain competency in the use of computers and accessing information on the internet. Emphasis will be placed on utilizing computer basics as they pertain to job searches, job applications, resume-building, e-mail and software programs most commonly used in today's job market.