



*386 Stanley Street  
Fall River, MA. 02720*

Phone : 508-324-3599

Fax: 508-676-5671

Email: [pemsellem@sstar.org](mailto:pemsellem@sstar.org)

August 14, 2008

Dear ,

As you may have heard, SSTAR was selected from among 200 applicants nationwide to be one of nine projects funded through the Robert Wood Johnson Foundation's Jobs to Careers initiative. As part of the grant review process the Robert Wood Johnson review committee visited SSTAR in the summer and interviewed a group of our front-line workers. I believe they were so impressed by our wonderful committed staff that it helped push us to the top of the applicant pile.

The purpose of this grant is to develop innovative new systems for work-based learning for front-line workers in health care so they can move up a career ladder. A specific goal of our project is to develop "front-line" workers (employees who do not yet have a license or certification to practice in counseling or nursing) to become addictions nurses, certified addictions counselors, and Masters Level independently-licensed clinicians.

While a large part of our project plan involves changing the way we orient/train staff to their jobs – competency assessments, mentoring, etc, there is also a component of the project that involves offering courses here on site.

We are very pleased to let you know that through this project there will be opportunities for you to participate in various learning experiences that could enrich your life and/or advance your career, including GED- prep, and college courses offered here on site.

According to our HR database, you are in one of the positions that was especially targeted to benefit from this program so I am contacting you first. Other staff will be surveyed later and will also be able to participate in some of the offerings but we want to hear from you – as a member of the primary target group- first. To help our planning, it's important for us to know some things from you. Please fill out the enclosed very brief survey and get it back to Ray Gordon within a few days. The instructions are on the form.

Thank you.

Sincerely,

A handwritten signature in blue ink, appearing to read "Patricia Emsellem", written in a cursive style.

Patricia Emsellem, COO



Employee Name:

### Educational Interest Survey

**Part A** - How much education have you had? Check each box that applies

- I **DO NOT** have a High School Diploma or GED.
- I have a High School Diploma or GED.
- I have some college credits, but **NO degree**
- I have an **associates degree**
- I have a **bachelors degree**
- I have a certification or license of some kind –

If yes, what do you have? –

- CAC
- CADAC
- LADC I
- LADC II
- LPN
- Other – specify: \_\_\_\_\_

**Part B** - Which, if any, of the following might you be interested in if SSTAR could help you by for example, offering courses at the worksite, helping with tuition, providing support with studying/tutoring, etc. We would like to know what your interests (or dreams) are:

- Help with English/Writing or another specific subject
- High School Diploma/GED
- Become a Nurse
- Become a Certified Addictions Counselor
- Associates degree from a community college
- Become an Independently Licensed Master's level Counselor/Therapist
- Other – please specify: \_\_\_\_\_

PLEASE RETURN survey by mailing it to:

Ray Gordon

SSTAR

386 Stanley Street

Fall River, MA 02720

If you have any questions or concerns you can also contact Ray through email – [rgordon@sstar.org](mailto:rgordon@sstar.org); or call him at extension 4602 – direct line 508 324-3528.

**WE NEED THIS SURVEY RETURNED BY - November 17, 2006.**

Thank you.

Any Additional Comments: