

NEXT STEP RECOVERY - LIFE SKILLS CURRICULUM

Curriculum goal – to provide residents with resources, tools and instructions to work towards healthy living and self-reliance. Classes are held weekly and are chosen according to applicability to the residents' current life situations.

Teaching methods – a variety of methods are used: open discussion, presentation of real life examples, visuals and literature, etc.

Assessment – at the beginning of each week's class, residents will discuss their experiences from the previous week's lesson. At the end of the rotation, residents will share their experience of what they've learned, the pros and cons.

Week 1 Money Management I

- Basic money management skills
- How to set and maintain a balanced budget
- Awareness of spending habits
- Balancing a checkbook

Week 2 Resume Writing

- Understanding resume 'language'
- Working knowledge of a cover letter and references
- Knowledge of different types of resumes and their specific application
- Choosing a format
- What to include/what not to

Week 3 Interviewing

- Knowledge of proper dress, body language, communication skills
- Preparation for commonly asked questions
- Questions to ask
- Follow up

Week 4 Intro to 12-Step Programs

- Understanding the purpose of the 12-Step program
- Working the 12-Steps
- Finding and using a sponsor
- Awareness of area activities and getting involved

Week 5 Healthy Relationships I

- Family
- Friends/co-workers
- Setting and understanding healthy boundaries
- Recognizing healthy and unhealthy relationships

- Week 6 Healthy Relationships II**
- Intimate
 - Setting and understanding healthy boundaries
 - Recognizing healthy and unhealthy relationships
- Week 7 Goal Setting**
- SMART goals
 - Understanding the importance of written goals
 - Identification of past successes at achieving goals
- Week 8 Time Management**
- Understanding the value of proper time management and how to apply it to their lives
 - Identify personal behavior patterns
 - Creating a weekly schedule
 - Setting priorities
 - Self performance/progress evaluations
- Week 9 Communication Skills**
- Understanding body language
 - Demonstrating various forms of communication
 - Understanding the difference between healthy and unhealthy communication
 - Boundaries
 - Social etiquette
- Week 10 Nutrition**
- Basics of a healthy diet and its effect on your life
 - Understanding food labels
 - Shopping/eating healthy and on a budget
 - Importance of exercise
 - Smart shopping and meal planning
- Week 11 Spirituality**
- What is spirituality?
 - Discussion of spiritual principles and the role they play
 - Awareness of local opportunities to explore different spiritual paths
 - Personal spiritual beliefs and how to find your connection
- Week 12 Computer Skills**
- Introduction to the Microsoft Suite