



Edmundo A., Teller
Training Futures graduate

“ I decided to enroll at Training Futures because I wanted to improve my life and show my parents that I’m moving forward and making something out of my life. ”

What is Training Futures?

Training Futures, an innovative professional job-training program, teaches marketable job skills to economically disadvantaged, unemployed or underemployed adults. Internships offered within the curriculum give trainees an opportunity to apply new skills and increase their confidence.



96%
graduation rate



79% average
wage gain*



\$15.01
average wage*

*within 6 months after graduation



Northern Virginia
Family Service

TRAINING FUTURES

**8603 Westwood Center Dr., Suite 300
Vienna, VA 22182**

**Metro-Accessible
(Spring Hill Metro Station)**

**571.748.2864 • rvictor@nvfs.org
nvfs.org/trainingfutures**

TRAINING FUTURES

**A Nationally
Recognized
Workforce
Development
Program
of NVFS**



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**Training Futures Graduates
At Graduation Celebration**

Program Benefits

- Earn Microsoft certification and learn other professional office skills
- Experience the American professional office culture
- Gain office experience through an internship
- Grow your confidence while building your professional network
- Earn more money in an industry with advancement opportunity

Cost

The program is free, but trainees must be able to pay \$350 for books and supplies (in full or through a monthly installment plan).



**Kamina E., Administrative Assistant
Training Futures graduate**

How Do I Apply?

Contact us for an Intake Assessment Appointment, involving:

- Completion of an application form
- Program orientation
- English and math test (2 hours)
- Personal interview with staff member

What Do I Bring to Intake?

- Driver's license or picture ID
- Income verification, recent pay stub (and if married, a pay stub for your spouse) and federal tax return
- Proof of high school diploma or GED
- Proof of legal residency for non-citizens



**Training Futures Graduates
At Graduation Celebration**

“ Training Futures provided the skills I needed to succeed and to polish my professional brand in the most supportive and uplifting environment. ”

“ I rediscovered myself; I grew as a professional and as an individual. ”
– MariaFe Q., Legal Assistant
Training Futures graduate

“ The list of skills I learned in six months is long and extensive, including appreciation, responsibility, solidarity, patience, care, trust and understanding. Today, I feel like I am a new person. ”
– Silvia D., Executive Assistant
Training Futures graduate

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