



INVICTUS

Bakery

Invictus Bakery

- Co-Founded in 2017 by Molly Sebastian, an Autism parent & Alison Berkley, a special educator
- Offered Work Readiness and Job Training classes focused on creating tangible products for the culinary sector
- Established a technology partnership with Microsoft – the key tools of our Bakery
- Implemented a “Show me what you can do!” mentality
- Challenged Bakers in our program to work towards certification as a Master Baker
- Launched our HIRE ME Employment Initiative in 2022

Our Mission is to ensure that every person who comes to Invictus to participate in our work readiness and job training programs is supported and enabled to reach their full potential.

Invictus Bakery



November 2019 - Moved into our own Bakery in the heart of Brooklyn

We train, empower and employ people of all abilities:

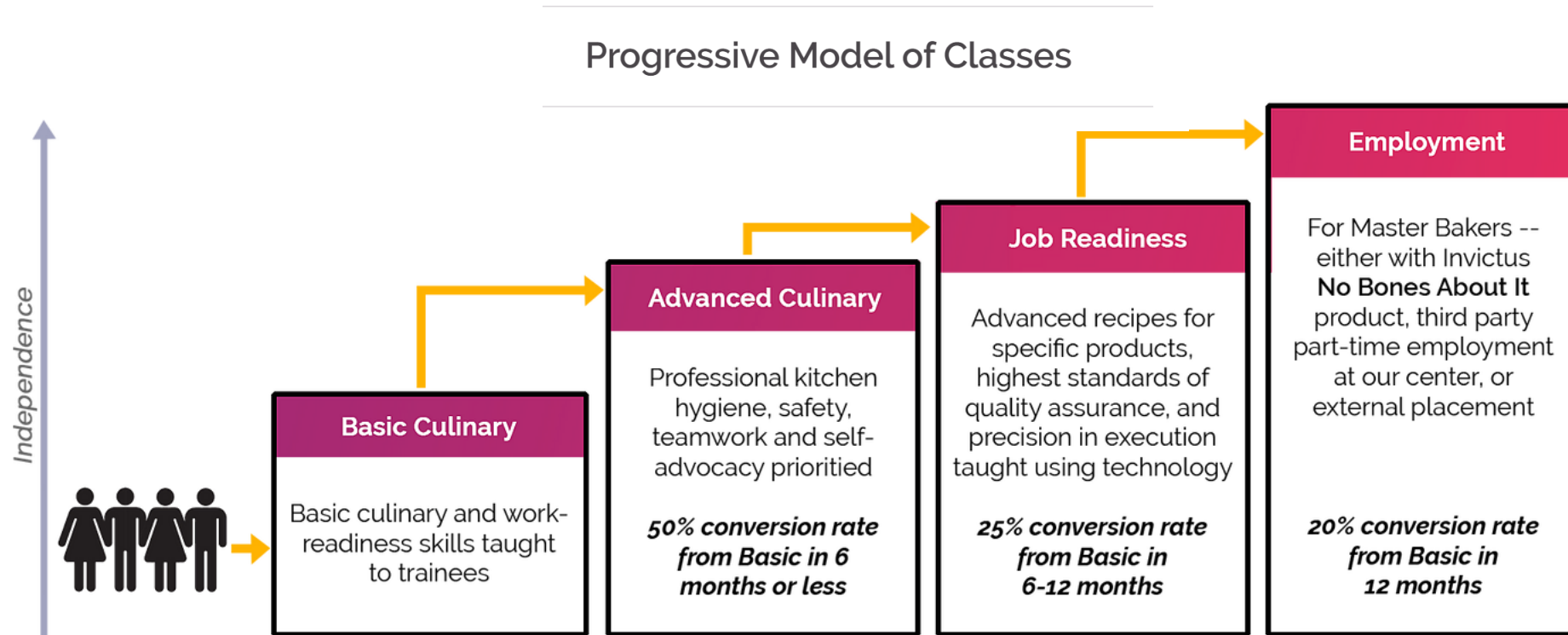
- Follow a set structure/sequence to complete complex jobs
- Hone their craft
- Create a tangible product
- Build friendships
- **Work**
 - Baking and Cooking Jobs – HIRE ME shifts
 - Deliveries and Order Fulfillment
 - Commissioned Artwork
 - Social Media Content Curation
 - Inventory Management

HIRE ME



Invictus Works

This is a work exposure course where we share the joys of the culinary arts with our Bakers. We envision a world of inclusion where every person is a productive member of society and has the capability to reach their full potential.



Our courses target necessary skills and builds competencies in areas needed for employment.

Our Philosophy

This is the single most important part of what we do and who we are:
We believe that with the right adaptations anything is possible.



Presume competence. Be Unconquerable.

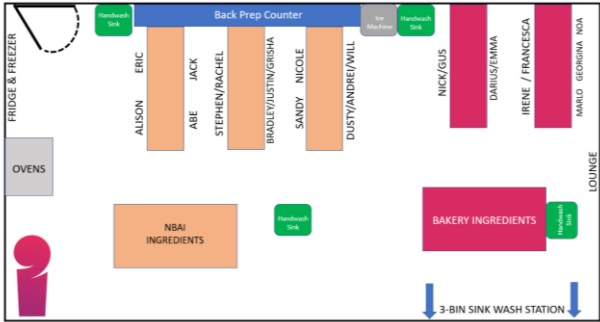
Operational Toolkit



Philosophy

Leveling Up Checklist—Baker Name: _____ Date: _____ Recipe: _____	
<input type="checkbox"/> Personal Hygiene: EXCELLENT(Ex) GOOD(G) ACCEPTABLE(A) EMERGING (Em)	
<input type="checkbox"/> Use and Follow Digital Recipe: Ex G A Em	
<input type="checkbox"/> Accuracy & Precision: Ex G A Em	
<input type="checkbox"/> Proper measuring techniques (#1 SKILL!) Ex G A Em	
<input type="checkbox"/> Types of cups/spoons mastered: _____	
<input type="checkbox"/> Spoon Technique: MASTERED GOOD EMERGING	
<input type="checkbox"/> Leveling off with knife/spatula: MASTERED GOOD EMERGING	
<input type="checkbox"/> Equipment Use:	The Human Element:
<input type="checkbox"/> Oven: Ex G A Em	Self - Advocacy: Ex G A Em
<input type="checkbox"/> Stand Mixer: Ex G A Em	Problem-Solving: Ex G A Em
<input type="checkbox"/> Scooper: Ex G A Em	Stamina: Ex G A Em
<input type="checkbox"/> Digital Scale: Ex G A Em	Teamwork: Ex G A Em

Program Infrastructure



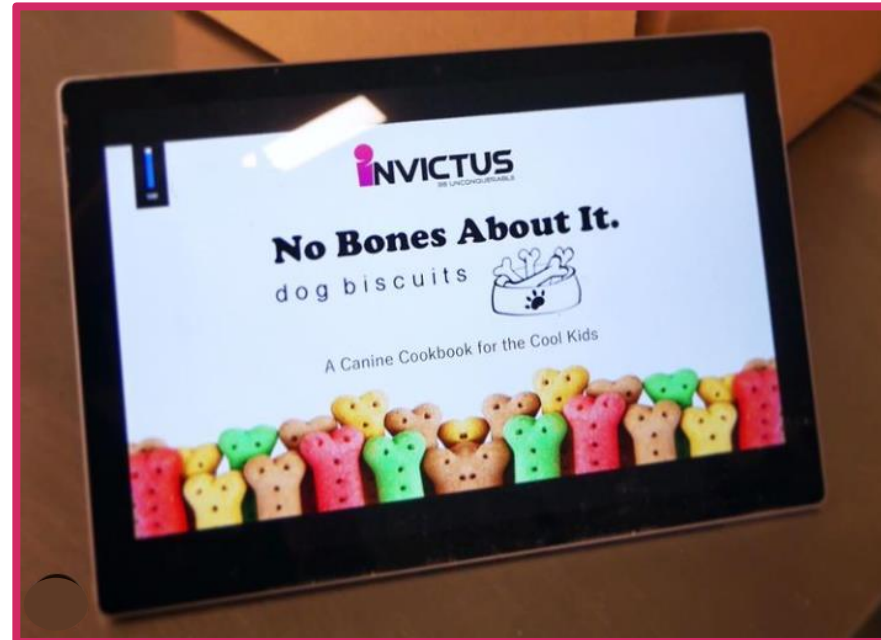
Hardware



Software

Software

Technology empowers productivity.



Invictus' Digital Guides break down complex jobs into steps, and present content in a visual and easy-to-use format. Using technology to learn complicated jobs opens opportunities for working to ALL people.

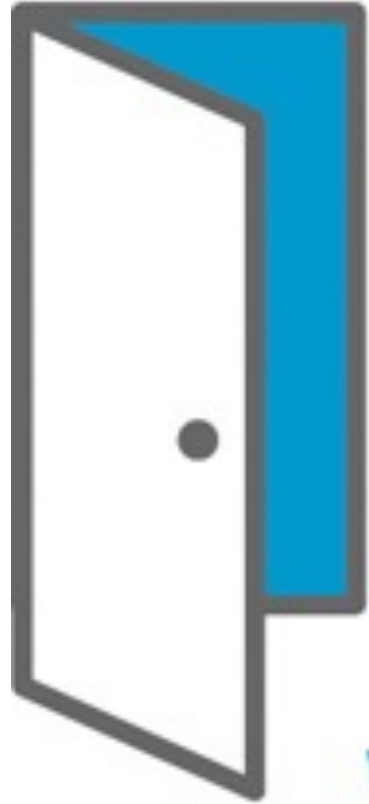
Baked with Love



Our Top-Secret Ingredient

Be Sweet.
Be Unconquerable.






the extended family ♡

We don't see disabilities.
We see exceptional individuals.





**"When a flower doesn't bloom,
you fix the environment in
which it grows, not the flower."**

-Alexander den Heijer



The Founding Moms

Laurie Cameron
Susan Disbrow

We live the life.

This is the Reason we do what we do:

- **85% of Adults with Developmental Disabilities are Unemployed**
- **Many are isolated at home without purpose**
- **Parents are forced to quit jobs to stay home with their adult child**
- **Every parent lies awake at night terrified about their child's future**

Our desire at The Extended Family is to help exceptional adults have the opportunity to create a life filled with purpose, a life of greater personal power.

What We Do

We meaningfully engage exceptional adults who rely on qualified support by providing a stress-free environment where personal interests, passions, and unrecognized intellectual abilities are revealed.

Our Mission

The Extended Family is re-imagining the way in which adults with disabilities lead productive lives by fostering exploration, empathy, expression, and independence through meaningful engagement.

Our Vision

Open the possibilities for adults of all abilities to create new ideas by providing a sanctuary for skill training, camaraderie, and a sense of belonging within the community at large.



Project Manager Operation First Aid Fire Stations

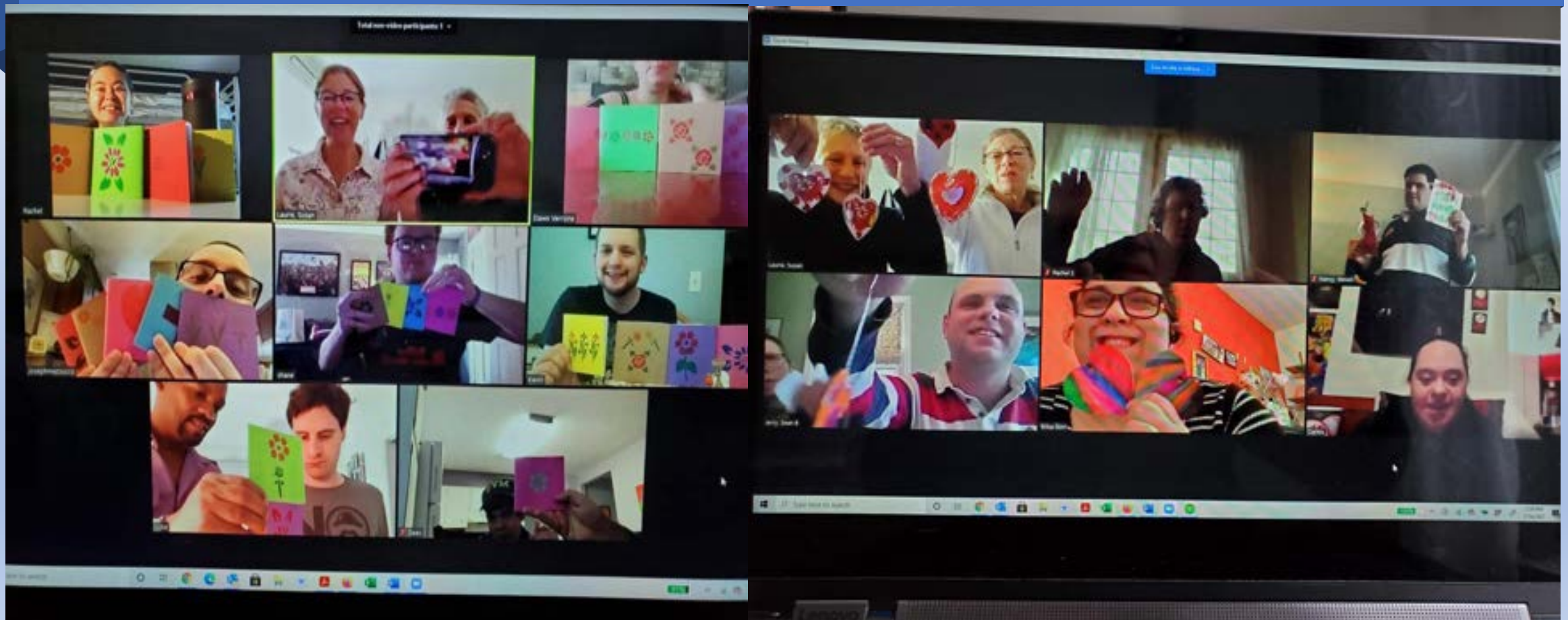


In The Beginning...



It all began with A Dream In Every Bean

We keep going no matter what...





Meaningful Engagement: Operation First Aid





Meaningful Engagement: Operation First Aid





Meaningful Engagement: Community Giving Cupboard





Meaningful Engagement: Community Giving Cupboard



"It's hard after graduation to find a job where I belong. I'm not cut out for college but I'm still looking for interesting things to do. The Extended Family is for people with autism who can't find a place in the world. I got promoted to Director of Inventory because I'm so great at organizing.

The Extended Family provides a place where people with autism help others."

-Joey, TEF Dreamer & Director of Inventory



Dreamer's Products





Five Bean Soup
Place all ingredients into a large pot. Bring to a boil, then reduce heat to low, and simmer for 1 1/2 hours, or until beans are tender. Season and garnish to taste. Enjoy!



Dreamer's Products



Dreamer's Products



Dreamer's Products





Brett



Carlos



Claire



Daniel



Eric



Erica



Ilana



Jack

Meet Some of Our Dreamers



Joey



John



JoJo



Jordan



Katya



Kevin



Leigh



Lisa



Meet Some of Our Dreamers



Luke



Matthew



Max



Rachel



Robert



Sean B



Sean E



Shane



Meet Some of Our Dreamers



Meaningful Engagement



Meaningful Engagement



Meaningful Engagement



Meaningful Engagement



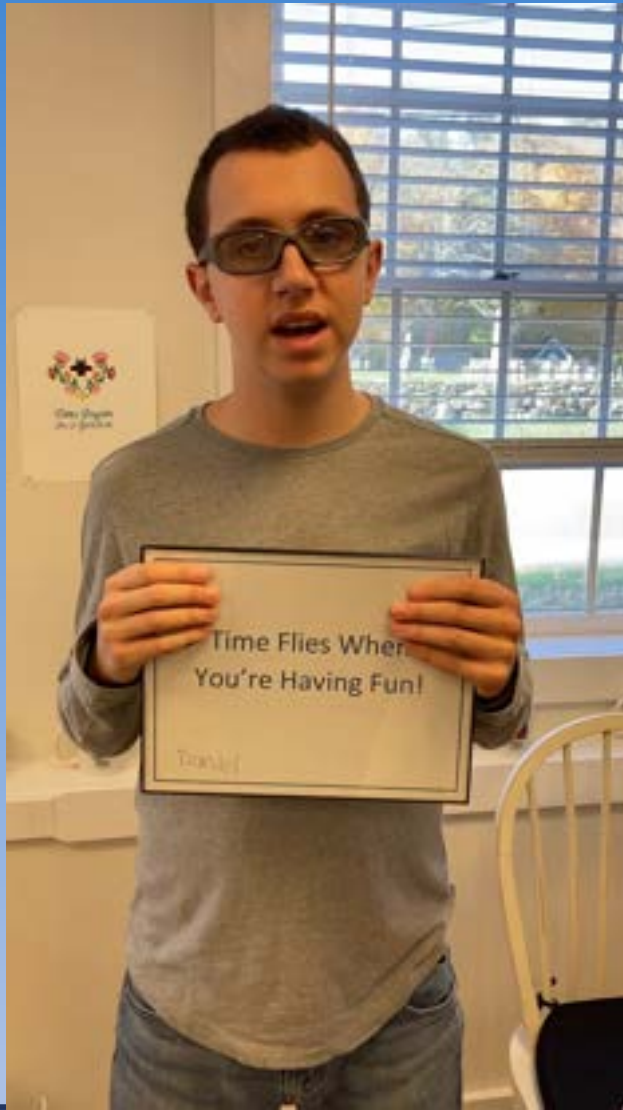
Meaningful Engagement



Meaningful Engagement



Meaningful Engagement



Meaningful Engagement



Meaningful Engagement



Meaningful Engagement



Director of Packaging



Director of Spices



Director of Mailing



Director of Music

Meaningful Engagement



"The Extended Family is a warm and welcoming place. I am so very grateful to my friend who recommended The Extended Family to me when my 21-year-old daughter was finished with public education. I was searching for someplace that could help my daughter transition from school to work. I met the Executive Director, Laurie Cameron, who is a loving person with a big heart. She provides a secure and stable schedule of activities that helps my daughter gain skills she will use later in life. I am so very pleased to have found The Extended Family."

-Letty N



"Through The Extended Family Sean has increased his focus while he works, learned new skills, developed camaraderie with the group and contributed to the community."

-Jerry B



"The Extended Family truly lives up to its name: my daughter feels at home the minute she arrives. Leigh has made new friends, developed new skills, and completed projects earmarked for essential workers and at-risk families in our community. The staff is uniquely talented at nurturing her creativity, fostering her independent skills, and growing her confidence. What matters above all is that Leigh can't wait to get to The Extended Family and is greeted with a big hug when she arrives."

-Wendy B



“Our son Brett began coming to The Extended Family over the summer with his best buddy Max. We weren't sure how he would take to the array of art projects at first. Under the compassionate and expert guidance of Laurie and Susan he immediately took to the task. The Extended Family Solutions is such a lovely program on so many levels. It gives participants an ever-growing array of projects to create something of their own which will then be given to an ever-expanding community of workers who do so much for all of us. Our heartfelt gratitude for welcoming our son and giving him a place at your bountiful table.”

-Melanie S

Dreams Come True

- Creation of a new employment dynamic. As a start up we are not able to compensate participants yet we are able to empower them with a sense of ownership by helping them develop mastery of skills and socialization resulting in increased self-esteem, pride, and a sense of accomplishment.
- Our long-term goal is to be able to hire Dreamers, compensating them for their work.

Our Dream in Motion

- Satellite offices
- Publishing
- Art Gallery
- Continuing Education
- Relaunch & expand our on-line store & retail presence where Dreamers can congregate & socialize with the Community

The Extended Family Classes



Participants learn a variety of skills designed to stimulate, challenge, and tap into personal innate intellect and talents.

Benefits include increased socialization, improved fine motor skills, improved design competency, and increased self-esteem.

No Experience Needed!

Participants thrive in our no pressure environment.

Our first priority is to have fun and experience a sense of community.

Classes are open to individuals of all abilities (18 & older).

- **Virtual Classes: 1-Hour**
- **In-Person Classes: 1-Hour or Multiple-Hour Options**

Family Visits: Try a complimentary class – All are welcome!

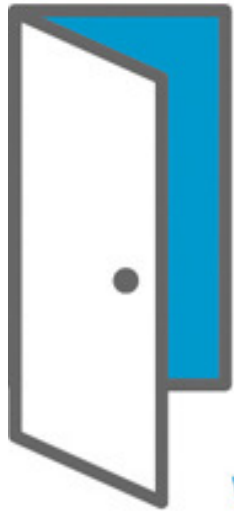


The Extended Family
Meaningful Engagement Spaces /
Quiet Space



"When I first started working with The Extended Family I was hesitant, but now I am comfortable. I was desperately lonely, but now I am much nearer my best self with this noble effort. This productive work helps me develop a real mastery of myself. I am part of a happy team in action, in a peaceful, hopeful place."

-Sean E, TEF Dreamer



the extended family ♥

We don't see disabilities.
We see exceptional individuals.

352 Route 202

Somers, NY 10589

914.617.8161

Welcome@TheExtendedFamily.solutions

TheExtendedFamily.solutions



Sleepy Coffee, Too Inc.

"Where kindness is served one cup at a time"

*A non-profit 501c3 inclusive business
Training and hiring people with disabilities*

Hello! My name is Kim Kaczmarek

- Retired Special Education teacher of 40 years
- 35 of those years at Sleepy Hollow High School
- Ran a life skills/job training program for students with a variety of disabilities
- Special Olympics coach for 40 years
- Created a peer mentoring program, life skills apartment, school based business
- Facilitated numerous “awareness days”

Sleepy Coffee, Too



*"Where kindness is served
one cup at a time"*



Our Mission:

Sleepy Coffee, Too's mission is to provide meaningful training and employment for people with disabilities in an inclusive cafe workplace. We are a non profit 501c3 business.

A Problem Worth Solving!

Students who graduate from high school from special education programs have limited opportunities for meaningful training or employment. The unemployment rate for them is at about 80%. This issue causes them to experience regression, depression, isolation and to be dependent on others.

Our Solution:

A solution to this problem is to create an inclusive workplace in the community that provides both job training and inclusive employment which enables these young people to feel respected and valued. Our concept is a coffee shop/bakery.

Where this journey started- the original “Sleepy Coffee”

- Our journey started with the original “Sleepy Coffee” at Sleepy Hollow High School in 2016
- School based business created and run by the students and staff of our program
- Coffee/other beverages and daily homemade baked goods, along with healthy packaged snacks
- Job skill training was imbedded into the life skills curriculum
- Became a focal point of the school
- Helped to change the perceptions of the school community regarding people with disabilities
- A vehicle to teach a multitude of life, academic, social, vocational, and communication skills

The birth of “Sleepy Coffee, TOO”

- I was seeing students graduate and not having employment opportunities, even though they had some skills and experience
- I felt I needed to do something about it
- I made the very hard decision to retire in order to do so
- It seemed like a natural progression to start another version of Sleepy Coffee in the community.
- As soon as I retired, I began the journey to create this business
- It has been a “learn as I go” journey, but very exciting and fulfilling!

The Breadth of Sleepy Coffee, Too

- Application Process
- Onboarding Process
- Training
- Supported Employment
- “After Hours” Social/Recreation Program
- Opportunities for participation in community special events
- Social media - website, Facebook, Instagram, Merch

The Application Process

- Resume- required
- Letters of recommendation - 3
- Application - on website
- Read and signed onboarding documents
- Interview - in person
- If hired, Invitation for Employment - mailed

Onboarding Process

- Applicant Certification
- Equal Employment Opportunity Statement
- Harassment Policy
- Voluntary and Confidential Self-Identification of Disability
- Photo/video Permission and Release
- New Employee Information Form
- W-4
- Direct deposit authorization form
- Employee Eligibility Verification

Training

- Employee Manual - policies and procedures
- “Servsafe” Mandatory Food Service Training - 4 modules
- Equipment Training
- In House Coffee Shop Training

Employee Manual

- Company Overview- Welcome letter, Mission Statement
- EEO/Harassment Policies
- Onboarding Documents
- Work Hours
- Shift Routine
- Pay Procedures
- Code of Conduct/Community Agreement
- Performance Review Process
- Termination Process

Servsafe Mandatory Food Service Training - 4 Modules

- Good Personal Hygiene
- Controlling Time and Temperature
- Preventing Cross Contamination
- Cleaning and Sanitizing

Equipment Training

Our equipment training will occur in three locations.

- Our roaster, Java Love Roasting Co.- Suffern, NY
- Our roaster, Double Barrel Roasters, Yonkers, NY
- Our own shop, Sleepy Coffee, Too, Sleepy Hollow, NY

Equipment Training to include, but not limited to:

- Espresso machine
- Coffee Machines
- Grinder
- Ice machine
- Microwave
- Commercial Convection Oven
- Commercial Mixer
- POS system
- Dishwasher
- Freezer
- Refrigerator
- Relevant coffee shop vocabulary

In House Coffee Shop Training

- Shift Procedures
- Customer Service
- Specific Station tasks:
 - Front Counter - Taking orders/POS
 - Back Counter - Filling orders
 - Baking - Baking Room
 - Greeter
 - Music Director/DJ
 - Coffee shop vocabulary
 - WE CREATED POSITIONS GEARED TOWARD THE EMPLOYEES STRENGTHS and INTERESTS

What Supported Employment looks like at Sleepy Coffee, Too Inc.

- Part time employment
- Maximum - 9 hours a week
- Three hour shifts per day - three different shift teams per day
- Job Coaching- personal and volunteers
- 15.00 per hour to start
- Ongoing training
- Ongoing feedback
- Supportive work environment
- Inclusive workplace
- After Hours - Social/Recreation program
- Involvement with our community

“After Hours” Program

Sleepy Coffee, Too After Hours

An inclusive social recreation space for

Young adults

Tentative Schedule:

6:00 - 9:00 pm

Tuesdays and Fridays

“After Hours” tentative activities:

- Movie night
- Baking night
- Dance parties
- Guest speakers
- Art activities
- Book clubs
- Game night
- Open Mic Night
- Craft night
- Special Olympics training

Special Awareness Events we sponsor

Special Event Days: All Day Specials and Activities - 2023

- World Kindness Day: November 13
- Spread the Word Inclusion day: March 1st
- World Down Syndrome Day: March 21
- Light It Up Blue For Autism Awareness: April 2nd
- Random Acts of Kindness Day: February 17th
- National Cerebral Palsy Awareness Day - March 25th
- World CP Day - October 6th

Community Special Events We Participated In This Past Year:

- Autism Speaks Walk
- Sleepy Hollow Street Fair
- Sleepy Hollow Block Party
- Tarrytown Street Fair
- Sleepy Hollow/Tarrytown Halloween Parade
- Sleepy Hollow/Tarrytown St. Patrick's Day Parade
- Beekman Ave. Block Party
- Sleepy Hollow/Tarrytown Winter Stroll
- Horan's Landing Pop-up Shop
- Scarsdale High School - Global Citizenship Day - as speakers, Dr. Martin Luther King, Jr. Celebration Day - pop-up coffee shop
- WIHD Transition Conference
- NYS Assembly - Hearing on OPWDD 5.07 Plan
- Sleepy Hollow High School - Keynote speaker - National Honor Society Induction

Social Media Presence

- Website - sleepycoffeetoo.org - GoFundMe, Paypal for selling Merch
- Facebook - 296 followers
- Instagram - 537 followers
- Merch - apparel, key chains, car magnets, bracelets,
- SOON - Merch will be on Shopify, along with bags of coffee for sale
- **AND WE ARE NOT EVEN OPEN YET!!!!!!!**

How can you reach *Sleepy Coffee, Too?*

- Kim Kaczmarek, Founder, CEO
- Website: sleepycoffeetoo.org
- Email: sleepycoffeetoo@gmail.com
- Address: (when we open)

110 Beekman Ave.

Sleepy Hollow, NY 10591

914-426-7815

What do we look for in a potential employee?

- A willingness to learn and be part of a team
- Problem solving skills/conflict resolution skills
- Enjoys being with people and gets along with other people
- Able to follow directions
- Shows initiative
- Is punctual
- Good attendance
- Displays a positive attitude
- Appropriate Behavior - can self regulate/ displays self control
- Displays independence
- Ability to take constructive criticism
- A desire to work
- Communication - verbal or device

What should schools (and parents) be working on before and during high school?

- Fostering independence as much as possible
- Teaching the “Soft Skills”
- Have high expectations
- Expecting good attendance and punctuality
- Following directions
- Completing tasks in an appropriate time frame
- Team work
- Social Skills - communication, empathy, social cues, problem solving
- Opportunities to practice skills in a “real” setting - job site
- Exploration of likes, dislikes, skills and further training
- Positive Attitude
- Self advocacy
- Banking skills
- Life skills

Top 10 Soft Skills for Customer Service Jobs



Clear
Communication



Listening
Skills



Self-Control



Positive
attitude



Assertiveness



Conflict
Resolution



Empathy



Depersonalization



Taking
Responsibility



A sense
of humor

What is helpful for an employee that the employer should provide?

- Creating a culture of respect, kindness and support in the workplace
- Lead by example as the employer
- Breaking tasks down
- Incorporating Routine
- Using visuals, if needed
- Using timers
- Using charts, lists and reminders where needed
- Providing positive feedback
- Providing honest but compassionate feedback regarding things that need improvement
- Good communication
- Job coaching when needed

Sleepy Coffee, Too was on Channel 5 News!!! (along with other tv news, radio and print articles!!)

[Special Education coffee shop in Westchester County \(fox5ny.com\)](http://fox5ny.com)

Thank you for listening!

Any Questions?