

# Capability Statement

## The Brooks Group, LLC

*Training, Coaching & Motivating a New Generation of Workers*

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### Core Competencies

The Brooks Group, LLC supports the **Employment and Training Administration** in their mission to contribute to the more efficient functioning of the U.S. labor market by providing high quality job training, employment, labor market information, and income maintenance services primarily through state and local workforce development systems by providing:

#### Training

- Academic
- Career Technical/Vocational
- Social and Employment Readiness Skills
- Recreation and Work Based Learning
- Counseling
- Career Success
- Career Transition Services
- Employability and Independent Living skills

#### Outreach

- Job Placement Assistance
- Transitional Support System
- Integrate with local workforce development systems, employers and the business community

#### Management

- Project Management
- Staff Training and Professional Development
- Financial and Program Management
- Support Services
- Health and Safety Services

#### Motivating

- Life skills
- Money management
- Identifying your purpose
- Planning and achieving goals

### Differentiators

- Over 15,000 hours of training and career transition services
- Trained over 750 people for in-demand/high growth industries
- Prepared over 500 people for employment
- Given over 50 motivational seminars
- Commitment to lifelong learning success – stay with students an average of 9-12 months

### Past Performance

**University of the District of Columbia-PATHS/ DC Dept. of Human Services**, 2006-Present. Creation and facilitation of TBG, LLC Hospitality Boot Camp, ServSafe Certified Professional Food Manager/Food Handler training, and two-week work readiness training. Reference: Dr. Yolanda Plummer, 202-274-7044, Yolandra.Plummer@udc.edu.

**Greater Washington Hispanic Chamber of Commerce/Dept. of Housing and Community Development**, 2008-Present. Business consultation and customer service training for small businesses located in enterprise zones. Reference: Emilia Gomez, 202-728-0352, EGomez@gwhcc.org

**United Planning Organization (UPO)** 2014-Present. Creation and facilitation of TBG, LLC six-week Hospitality Boot Camp. Reference: Diana Guinyard, 202-238-4600, dguinyard@upo.org.

**Education Northwest/AmeriCorps VISTA** 2014-Present. Facilitate pre-service orientation for new members; both in-person and on-line. Reference: Amy Cannata, Amy.Cannata@educationnorthwest.org.

**Washington English Center (WEC)**, 2014-Present. Creation and facilitation of TBG, LLC six-week TBG, LLC Hospitality Boot Camp Training. Reference: Gabriela Mossi, 202-387-2222, GMossi@washingtonenglish.org.

### Company Data

The Brooks Group, LLC has been serving non-profit, government agencies and for-profit businesses since 2010. We are a leading expert in the field of hospitality, tourism, customer service, work readiness, ServSafe certification, soft skills training, and career transition, with a specialty of working with the underserved and hard-to-serve population.

- **DUNS** – 962518549
- **CAGE Code** – 7W2D9
- **NAICS** – 541611, 541618, 561990, 611420, 611519, 624310
- Woman Owned Business, Woman Owned Small Business, Economically Disadvantaged Woman Owned Small Business, Black American Owned, Minority Owned Business, HUB Zone
- Certified Trainers

**Train • Coach  
Motivate**