Stepping Stones to Success

R&DE's Stepping Stones to Success program (SSTS) is a concierge workplace education program for working learners.

It is open to all Stanford University staff, including Stanford Health Care, DAPER, Lucile Packard Children's Hospital, School of Medicine, SLAC, and LBRE employees. The SSTS program, designed for working learners, offers English, Spanish, math, computer skills, GED and college preparation, and career learning courses. Some courses are virtual, while others are taught onsite. The SSTS program also offers life skills workshops in both English and Spanish languages.

Other valuable workshops include the Myers-Briggs Type Indicator (MBTI®) assessment which can be scheduled and available for any number of participants. Managers: Don't hesitate to contact us if you want your team/department assessed.
Who Benefits

Do you want to learn new skills, improve job performance and more? Taking classes is easy and flexible.

Learn More

Spanish Schedule

View Winter 2024 Spanish Course Schedule of classes held On-site and Virtual.
English Schedule

View Winter 2024 English Course Schedule of On-site and Virtual classes.
Registration Form

Enroll today! The SSTS Registration Form is available.

Learn More

Student Tutors

We need you!
Submit your application form today!

Learn More
MBTI® Workshops

Raise your self-awareness and take the MBTI® test.

Learn More

SSTS Video

Check out what’s happening!
Student Testimonials

Read what our exiting working learners have to say about SSTS.
STAP Funds

Can be used for any of the courses or workshops. Checks are also accepted.

Learn More

The SSTS Program is both virtual and in-person!

Classes for Winter quarter, 2024

- Schedules are based on staff operational needs and enrollment
- All hybrid class schedules - in-person and virtual - are subject to change
- All courses are held Monday through Friday.
- All courses are STAP funds eligible

Who Benefits:

**Employees:** Do you want to learn new skills and improve job performance? Engage confidently in your job and the community. Taking classes is easy and flexible. You can select from our in-person and virtual courses. Classes are offered once a week, Monday through Friday, based on your department’s operational and professional needs. [Read our exiting Student Testimonials.]

**Managers:** Do you want to enhance your team’s job skills and productivity? Request a team-wide class, workshop, or skills assessment.
Let us help you customize a program based on your team’s needs, time frame, and course preferences. More than 300 Stanford employees have participated in one or more SSTS classes. SSTS transforms the lives of working learners!

**FAQs:** Read our [FAQs](#) (English and Spanish).

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**Workshops**

The Myers-Briggs Type Indicator (MBTI®) is the theory of psychological types described by Dr. C. G. Jung. It identifies basic preferences and differences in cognitive functions (how one gathers information and makes decisions based on the information received) and attitudes (the source of one’s expression of energy).

Taking the MBTI® test helps one understand oneself raising one’s self-awareness, such as one’s approach to work, time management, problem-solving, and dealing with stress.

In other words, it helps one be more aware of one’s behavior and decision-making processes, especially at present. There are two different workshops:

**Workshop I: MBTI® test**
Focuses on taking the MBTI® test assessment
One 2 hour session

**Workshop II: I took the MBTI! Now What?**
Focuses on exploring and expanding the results of the MBTI® assessment*
Four 1.5 hour sessions *Prerequisite: MBTI® test assessment

[Learn More](#)

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**Testimonials**
Mary Ann Kupu, Arrillaga Family Dining Commons Food Service worker, **LEARNED NEW SKILLS** including mastering the computer. Now, she pays bills and orders medication online. “It is wonderful to have this program right here where I work. No driving, no traffic, I just walk downstairs to class, and take a computer class during my break. Everyone should take advantage of this program.”

For Hilda Pelaez, Stanford Health Center housekeeping, SSTS was a huge **CONFIDENCE BUILDER**. After learning English, she now confidently orders food at restaurants. Hilda also navigates through immigration when visiting her mother in Mexico. It’s helped on the job, too. “For the first twelve years of my job, I understood only one word: ‘clean.’ Now I understand my supervisors, the nurses and patients.”

Rafael Velazquez, Stanford Dining food service worker, **IMPROVED JOB PERFORMANCE**. “People ask how I can create Excel spreadsheets, recipes and instructional flyers. Before I didn’t even know how to cut and paste on the computer. I learned by taking SSTS’ computer skills classes.”
Sybil Wells **ADVANCED HER CAREER** by combining SSTTS computer classes with our Culinary Training for Excellence course. "I moved up from Food Service Worker 1 to Food Service Worker 4! Now I’m a cook. I’m so proud of myself. My boys are proud of me and my grandchildren, too. Everybody should take the classes."

**Engage your community**

Olivia Jacobo, Stanford Guest House housekeeping, feels a newfound sense of belonging and **ENGAGEMENT WITH HER COMMUNITY.** “After I took the Citizenship preparation course, I couldn’t believe when I passed the test. Being an American citizen makes me feel more secure and have more benefits.”

**For more information**
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