

CAREER TRAINING SERVICES

ONE STOP OPERATOR'S REPORT

Program Year 2019

February 1, 2020 – February 29, 2020



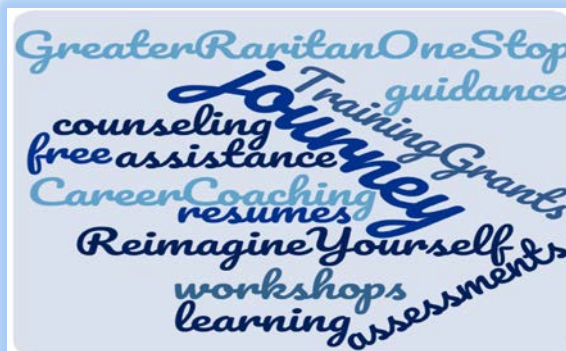
Does February Have Room for Another Holiday?

When you think of February do you think of Groundhog Day? Valentine's Day? Presidents Day? In the Greater Raritan One Stop, we think of one thing and one thing only – Program Monitoring Days! While not any sort of official holiday or holiday season, our annual program monitoring does give us reason to pause and reflect on the first half of the program year and the services provided to our customers through our WIOA Youth, Workforce Learning Link and WorkFirst New Jersey contracts. Our monitoring team cannot predict spring like the groundhog, but we can make accurate forecasts about our whether or not our providers will reach their contracted level of service for the program year. While we do not arrive on-site with candy and flowers in hand, we do provide positive feedback to our providers who are on track to meet and exceed their contracted goals. And though our monitoring team has never led our country, we do provide the support and guidance our providers need to deliver quality services that help our customers move in the direction of financial independence and personal fulfillment as they journey down their career path through all stages of life. So even though Program Monitoring Days are not met with days off from work, mattress sales and parades that are recapped in 30 second spots on the evening news, we would like to acknowledge the hard work and dedication of those who serve on this monitoring team with the One Stop Operator: Janiel Gibson, Brooke Nikola, Mike Mistretta, Mike Rodriguez and Shanya-Webb Jules. You make this One Stop world a better place for our Greater Raritan customers to bloom and grow!



Taking a Ride on the Data Train

On February 18th, Greater Raritan One Stop staff attended a New Jersey Department of Labor sponsored training on Employment Plans and Individual Service Strategies which are required as part of the career counseling and coaching process. The first training of its kind, the staff all felt the information presented was useful and helpful in the understanding of where NJDOL would like specific data captured in the state database, AOSOS. This is one more step in the process of ensuring data validity, reliability and accurate performance measure outcomes.



MONEY MATTERS

Greater Raritan One Stop participated in the NJDOL fiscal monitoring process when the state auditor was on site for the week of February 3, 2020.



Congratulations!

One Stop Direct Services Coordinator Chris Peake and his wife welcomed their daughter into their family on February 5, 2020! We wish them all the best as they spend some well deserved time together adjusting to family life!

DEDICATION. (dedi' kASHən)

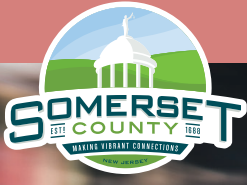
(n.) the quality of being dedicated or committed to a task or purpose.

COLLABORATION. (kə'labə'rāSHən)

(n.) the action of working with someone to produce or create something

PROGRESS. (prō'gres)

(n.) forward or onward movement toward a destination.



DON'T PANIC!

A Recipe for Success in Times of Stress

Monday,
February 10th, 2020

1:00 pm — 3:30 pm

Employment Services
75 Veterans Memorial Drive
Somerville, NJ 08876

- Do you ever feel like you're having a panic attack?
- Stressed in your current unemployment situation and out of control?
- Why do you think people panic when facing a challenging or frightening situation?
- Why is it important to step back when you're in the middle of a stressful situation?
- How does seeing yourself as a lifelong learner and insisting on learning from your mistakes and crises add value to all your life's experiences?

There are many ways to physically and mentally reduce the negative effects of stress. Learn from top experts in the fields of: consulting, education, public safety, government, and author of *"The Time Between Dreams: Successfully Navigating Change and Uncertainty in Life and Work."*

Seats are limited! Reserve your seat today by calling Rick Peterson at (908) 704-3000



Greater Raritan One-Stop Career Training Services

27 Warren Street, 2nd Floor
Somerville, NJ 08876-1262
(908) 541-5780

Hunterdon County Dept. of Human Services

8 Gaunt Place, Conference Room
Flemington, NJ

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NLP (Neuro-Linguistic Programming) Tools for Real Life

Monday,
March 2nd, 2020
9am – 12:00pm

Employment Services
Jersey Job Club
75 Veterans Memorial Drive
Somerville, NJ

Speaker:

Jan Goodman,
Community Outreach Specialist
Greater Raritan One-Stop
Career Center Training Services

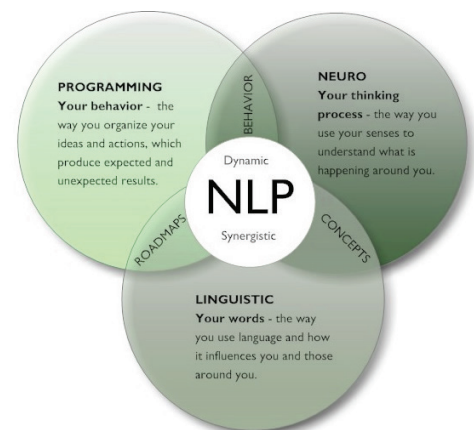
Do you have a desire to:

- Increase your value in the job search
- Develop skills for better listening
- Assess the correct time to interject and lead a conversation
- Have multiple perspectives on a situation to gain choice and leverage
- Identify what you genuinely want and structure goals to achieve it
- Change unwanted habits and behaviors to productive patterns?

What is NLP?

Have you ever heard the saying "It's all in your head?"

Neuro-Linguistic Programming was designed to take the way you view the world and flip it around so that, in a very short amount of time, you can rearrange your thinking patterns and transfer opportunity into success. This introductory training will help you understand how your mind works and most importantly make it work for you.



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To Reserve Your Seat Call:
(908) 704-3000



Mastering the **INTERVIEW**

**Tuesday,
March 24th, 2020**

7:30pm – 9:00pm

**Somerset Hills YMCA
Career Forum**

(Located in the Gagnon Teen
Center bottom floor)

**Greater Raritan One-Stop
Career Center
Training Services**

Speaker:
Jan Goodman
Community Outreach Specialist

(908) 704-6351

Email: jgoodman@co.somerset.nj.us

The interview is one of the key elements of the job search process. As with any skill, we can get better at it with preparation and practice. In this workshop, participants will explore how to prepare for an interview and become familiar with the types of questions to expect, as well as the questions they should think about asking. They will learn how to prepare for second interviews, testing, and shadowing, as well as how to follow up on their interview sessions.

Topics Discussed:

- Understanding the Interview
- Types of Questions
- Preparation
- Stress Interviews
- Following up the Interview
- Common Problems and Solutions
- Phase Two (after the interview)
- Trick Questions
- Sealing the Deal
- Getting What You're Worth

How You Will Benefit:

- Understand the different types of interview questions and how to prepare to answer them.
- Learn the most effective ways to prepare for an interview, including how to present yourself professionally.
- Develop expertise at expressing yourself effectively.
- Know how to ask for feedback following an interview.
- Learn how to answer the toughest interview questions.



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THE GREATER RARITAN ONE-STOP CAREER CENTER TRAINING SERVICES

is pleased to present



HOW TO THRIVE DURING TRANSITION AND CHANGE

Times of transition hold both challenges and opportunities. What are you really committed to in this moment?

Tony Robbins once said, *"Quality questions create a quality life."*

- Is your behavior consistent with what you are committed to?
- Are you present and engaged in your own life?
- Are you satisfied with your choices?
- Would you like to make better choices in the future?

Our life is made up of decisions. When we ask the right questions it heightens our awareness and allows us to see more clearly. The strategies and philosophies that will be presented in this workshop provide attendees with tools that self-empower. The workshop is designed to help you achieve your personal best both professionally and personally. It's a point of view that is based on choice. Self-empowerment feeds our unconscious mind to make conscious choices that allow us to be successful.

To reserve your seat call:
(908) 704-3000

**Greater Raritan One-Stop Career Center
Training Services**

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Monday, May 11th, 2020
9:00am – 12:00pm

Employment Services
Jersey Job Club

75 Veterans Memorial Drive
Somerville, NJ

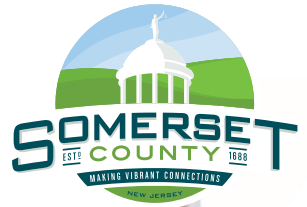
SPEAKER:

Jan Goodman

Community Outreach Specialist
Greater Raritan One-stop Career Center
Training Services



The Art of EFFECTIVE COMMUNICATION



Wednesday, May 6th, 2020

7:00pm – 9:00pm

Jewish Family Service
of Somerset, Hunterdon
and Warren Counties
Job Seekers Success Group
150A West High Street
Somerville, NJ 08876

"Communication is two-sided – vital and profound communication makes demands on those who are to receive it... demands in the sense of concentration of genuine effort to receive what is being communicated."
– Roger Sessions

Points of Discussion:

- Self-Assessments
- Looking at different personality types
- Identifying your Myers Briggs Personality Types
- Defining filters
- Encoding, decoding and sending messages
- Culture
- Gender
- Active listening
- Paraphrasing statements
- Nonverbal messages
- Handling Conflict
- Being assertive, not aggressive
- Communication preferences
- Communication models

How You Will Benefit:

- Understand a working definition of communication.
- Review communication models and their key elements.
- Apply Myers Briggs personality assessments to develop effective communication skills.
- Investigate different styles of communicating.
- Learn how tolerance for disagreement affects effective communication.
- Identify common communication filters.
- Learn new tools for effective communication.

Seats are limited, therefore pre-registration is required.

Reserve your seat by calling Elise Prezant at:

(908) 725-7799 Ext. 108

or email: eprezant@JewishFamilySvc.org



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