

CAREER TRAINING SERVICES

ONE STOP OPERATOR'S REPORT

Program Year 2022

One-Stop Operator September Update

September

September One-Stop Training Services Snapshot:

New Customers Served: 116

New Training Grants Provided: 9

WFNJ Referrals received: 73

Youth Employment Services Referrals: 5

Job Match's made: 20,137

Career Assessments: 10

Expanded One-Stop Training Services Hours!

We are excited to announce that the One-Stop Training Services Center will begin offering expanded evening hours every Monday beginning September 26th, 2022.

New One-Stop Training Services Center Hours

Monday – 8:30am – 7:00pm

Tuesday – Friday – 8:30am – 4:30pm

Staff is available during these expanded hours for in-person and virtual appointments.

What can the data tell us?

The One-Stop is funded primarily through Federal WIOA funding that requires a vast amount of demographic and program delivery data to be collected, input, and shared with the Department of Labor on a regular basis.

Examples of demographic data collected include locations of job seekers, education levels, work experience, transportation needs, age, household income, disability status, and much more. Program delivery data includes the types of services being provided, training types, customer employment outcomes, median wages, skill gains, credential attainment, and more.

This data is submitted to Department of Labor; however, this data is also available locally using a program called FutureWorks that collects WIOA data and helps provide more user friendly graphs, charts, and data sets that be explored by local workforce development experts and decision makers.

I will include on the next page an example of the data and reports that can be created. I will highlight different data monthly in our reports moving forward.

In a continued effort to increase accessibility to One-Stop services, these expanded hours will be offered as a pilot program to collect feedback on the use and effectiveness of expanded evening hours.

Our hope is that this effort will allow members of our community who may be working but underemployed or faced with a lack of childcare may be able to easier access assistance from our office.

Welcome to the One-Stop Training Center's two new Career Navigators!

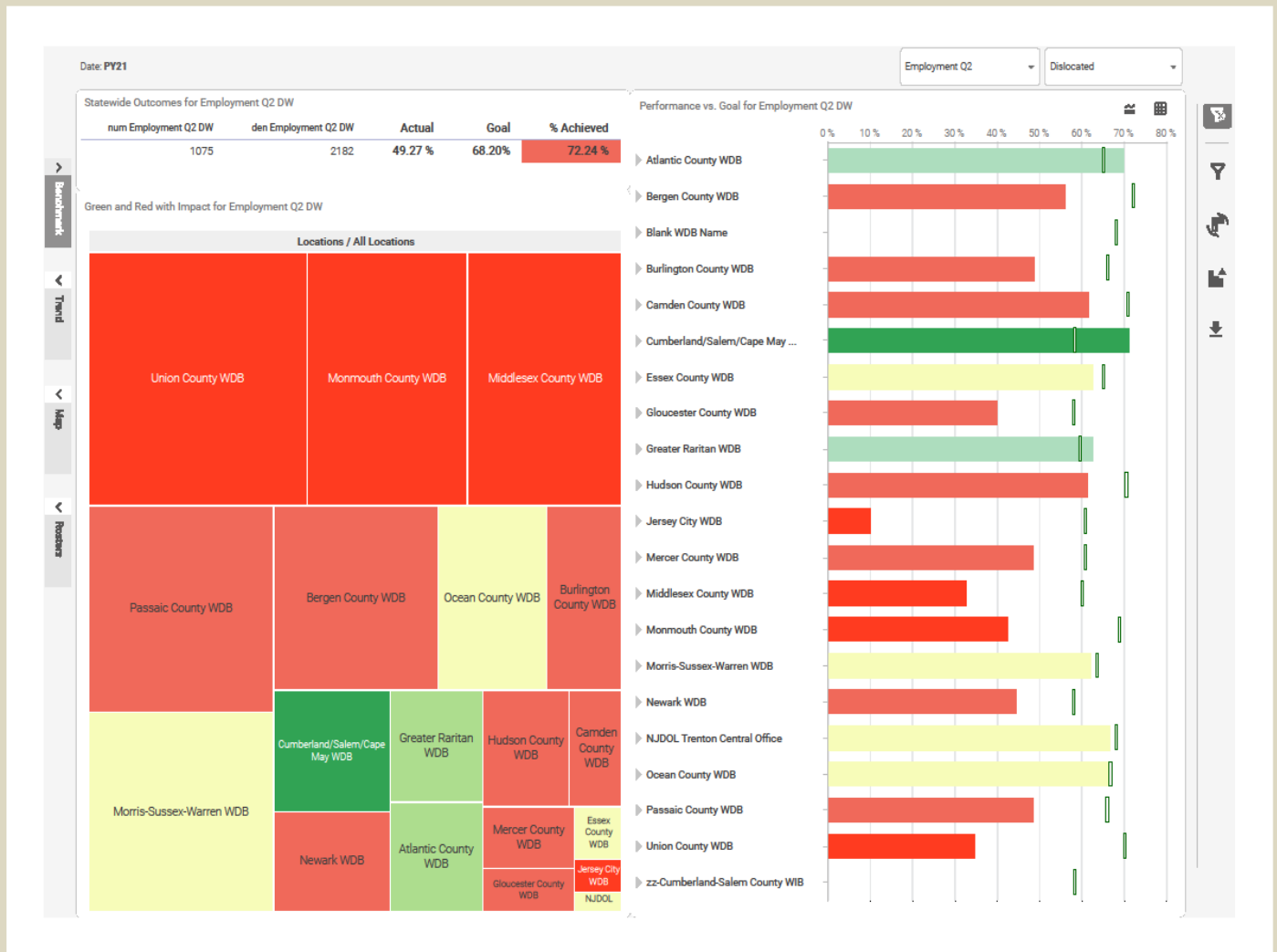
Jillian Cullen and Jaylen King both joined the One-Stop in September as Career Navigators and bring with them unique experiences that make them a great addition to our team.

Jillian previously worked with another local community organization, Alternatives, in several different positions. She has extensive case management experience working with individuals in overcoming different barriers, and her knowledge of community resources will be a great benefit for the job seekers that we work with.

Jaylen previously worked with Robert Wood Johnson as a Community Health Care Worker during the pandemic, a role that required a lot of critical thinking and an ability to connect individuals to resources. Jaylen's experience in working with individuals in the community, often in crisis and during a challenging time, will be a welcome addition.

This report shows every local area's performance outcomes for customers employed 2nd quarter after program exist. The left hand side represents the total state impact of each local area in this measure, and the right side is a visual representation of each local area's performance versus their goal.

Next month I will include reports on local job seeker demographic data



Check out the below flyers for our upcoming workshops. Please share with your network, and feel free to attend yourself if interested!



Business Etiquette for Job Seekers

**Wednesday,
November 16th, 2022
10:00 am – 12:00 pm**

Speaker:
Jan Goodman,
Community Outreach
Specialist/
Career Coach
**Greater Raritan
One-Stop
Career Center
Training Services**

Learn how to make your first impression memorable. Do you know all the rules and protocols for proper and polite job-hunting behavior? Go the extra mile to show employers you are the right fit. Job Fair etiquette will also be covered.

The art of portraying a poised, self-confident image in today's demanding business atmosphere is a skill that is much too often overlooked by many professionals, but not by those observing and making critical judgments based upon the person's communication. Many people have adopted relaxed standards that are not appropriate in business and interview settings.

In this workshop you will gain skills in the following areas:

- Six ways to sabotage positive first impressions
- How to deal with feelings of powerlessness and helplessness
- Practice business etiquette to build and maintain relationships
- Learn valuable techniques to deal with difficult situations
- Deliver your message: verbal, non-verbal and written in a positive way
- Learn proper introductions and professional presence
- Proper Grooming and appearances matter
- Netiquette; Emails, Faxes, Conference Calls, Mobile Phones, the new electronic protocols and manners
- Job Fair Etiquette



Please note this is a virtual workshop via Zoom. Registration is required.

To register go to <https://bit.ly/3kqBeJe>

This program is in collaboration with The Greater Raritan One-Stop Training Center and the Somerset County Library System (SCLS).



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